

Town of Bon Accord
AGENDA
Regular Council Meeting
May 7, 2024, 6:00 p.m. in Council Chambers
Live Streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. PROCLAMATIONS**
 - 3.1. National Mental Health Awareness Week (enclosure)
 - 3.2. Economic Development Week (enclosure)
 - 3.3. Emergency Preparedness Week (enclosure)
 - 3.4. National Public Works Week (enclosure)
 - 3.5. National AccessAbility Week (enclosure)
- 4. ADOPTION OF MINUTES**
 - 4.1. Regular Meeting of Council; April 16, 2024 (enclosure)
 - 4.2. Committee of the Whole Meeting; April 24, 2024 (enclosure)
 - 4.3. Special Meeting of Council; April 24, 2024 (enclosure)
- 5. DELEGATION**
 - 5.1. 6:10 p.m. Marty Derouin – Land Use Bylaw Amendment Request
- 6. UNFINISHED BUSINESS**
 - 6.1. FCM Resolution and Letter (enclosure)
 - 6.2. Council Chambers Chair Replacement (enclosure)
 - 6.3. Golf Tournaments (enclosure)
 - 6.4. Land Use Bylaw Proposed Amendments and Survey (enclosure)
- 7. NEW BUSINESS**
 - 7.1. 54 Ave Dust Suppression (enclosure)
 - 7.2. Home Business Permit Variance Fee (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
 - 8.1. Parks and Trails Committee Bylaw 2024-06 – First Reading (enclosure)
 - 8.2. Community Events Sign Rental Policy Update (enclosure)
 - 8.3. 2024 Taxation Rates Bylaw 2024-05 (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. CORRESPONDENCE**
 - GENERAL**
 - 10.1. Families First Society – Thank You (enclosure)
 - 10.2. Minister of Public Safety and Emergency Services – Response to Letter re: Support for Alberta’s RCMP (enclosure)

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ACTION REQUIRED

10.3. National Police Federation –Alberta Municipalities Resolution Request re: Bill
11 (enclosure)

11. NOTICE OF MOTION

12. CLOSED SESSION

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

13. ADJOURNMENT

PROCLAMATION

MENTAL HEALTH WEEK May 6 – 12, 2024

WHEREAS, the Canadian Mental Health Association encourages all Canadians to celebrate Mental Health Week each year at the beginning of May to promote positive mental health for everyone;

WHEREAS, 2024 marks the 73rd annual Mental Health Week and is a Canadian tradition, with communities, schools and workplaces rallying to celebrate, protect and promote mental health;

WHEREAS, this year's Mental Health Week theme is A Call to be Kind. We all have the capacity to be compassionate, and we know that doing so can make an enormous difference. A Call to be Kind is centred on the healing power of compassion. In a world plagued by suffering, we emphasize that kindness is equally intrinsic to our humanity;

WHEREAS, the core objective of Mental Health Week is to promote and protect mental health; and

WHEREAS, Albertans are encouraged to share how they practice positive mental health.

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim May 6-12, 2024 as "National Mental Health Week" in the Town of Bon Accord and encourage all citizens to observe this week.

Mayor Brian Holden

Date

PROCLAMATION

ECONOMIC DEVELOPMENT WEEK May 6 – 10, 2024

WHEREAS, communities rely on economic development professionals to promote economic well-being and quality of life; for communities like Bon Accord that means coordinating activities that create, retain, and expand jobs in order to facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the Canadian economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the Town of Bon Accord in the Province of Alberta.

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim May 6-10, 2024 as “Economic Development Week” in the Town of Bon Accord and encourage all citizens to observe this week.

Mayor Brian Holden

Date

PROCLAMATION

EMERGENCY PREPAREDNESS WEEK **May 5 – 11, 2024**

WHEREAS, the Town of Bon Accord recognizes the importance of Emergency Preparedness in Alberta; and

WHEREAS, the goal of Emergency Preparedness Week is to raise community awareness and the need to prepare for the possibility of an emergency; and

WHEREAS, the safety of our community is the responsibility of each and every one of us and we must prepare now and learn how to secure a strong and healthy tomorrow.

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim May 5 – 11, 2024 as “Emergency Preparedness Week” in the Town of Bon Accord and encourage all citizens to participate in educational activities on emergency preparedness.

Mayor Brian Holden

Date

PROCLAMATION

NATIONAL PUBLIC WORKS WEEK May 19-25, 2024

WHEREAS Public Works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life and well-being of the people of Bon Accord, and;

WHEREAS these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens, and;

WHEREAS it is in the public interest for the citizens, civic leaders and children in Bon Accord to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs to build and maintain "Ready and Resilient" communities, and;

WHEREAS the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association;

NOW THEREFORE on behalf of Council, I, Mayor Brian Holden of the Town of Bon Accord, do hereby proclaim the week of May 19-25, 2024 to be National Public Works Week, and urge all residents to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Mayor Brian Holden

Date

PROCLAMATION

NATIONAL ACCESSABILITY WEEK (NAAW) May 25 – June 1, 2024

WHEREAS, under the Accessible Canada Act 2019, c. 10, s. 133, throughout Canada each year, the week starting on the last Sunday in May is to be known as National AccessAbility Week; and

WHEREAS, National AccessAbility Week is an opportunity to promote accessibility and inclusion across communities and workplaces, and a time to celebrate the contributions of Canadians with disabilities and to be inspired to further break down barriers; and

WHEREAS, National AccessAbility Week was first established following Paralympian Rick Hanson's Man in Motion World Tour in 1988; and

WHEREAS, National AccessAbility Week is an opportunity to celebrate the valuable contributions of Canadians with disabilities, and to recognize the efforts of individuals, communities and workplaces that are actively working to remove barriers to accessibility and inclusion; and

WHEREAS, National AccessAbility Week is an opportunity to celebrate accessibility and recognize the importance of building a better Town of Bon Accord for people with disabilities by working towards becoming a fully accessible and inclusive town.

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim May 25 - June 1, 2024, as "National AccessAbility Week" in the Town of Bon Accord and encourage all citizens to observe this week.

Mayor Brian Holden

Date

**Town of Bon Accord
Regular Meeting of Council Minutes
April 16 2024 9:00 a.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

ADMINISTRATION

Jodi Brown – Town Manager
Falon Fayant – Corporate Services Manager
Terry Doerkson – Infrastructure Manager
Jessica Caines – Legislative Services and Communications Coordinator

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 9:00 a.m.

ADOPTION OF AGENDA

COUNCILLOR LARSON MOVED THAT Council adopt the April 16, 2024 agenda as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-149

ADOPTION OF MINUTES

Committee of the Whole Meeting; March 27, 2024

DEPUTY MAYOR MAY MOVED THAT Council adopt the March 27, 2024 Committee of the Whole minutes as amended.

CARRIED UNANIMOUSLY RESOLUTION 24-150

Regular Meeting of Council; April 2, 2024

COUNCILLOR LAING MOVED THAT Council adopt the April 2, 2024 Regular Meeting of Council minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-151

DELEGATION

9:10 a.m. Edward Telford – JDP Wasserman LLP – Draft Financial Statements

COUNCILLOR LARSON MOVED THAT Council accept the delegation as information AND FURTHER THAT Council hold a special meeting on April 24, 2024 at 7:15 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-152

DEPARTMENTS REPORT

COUNCILLOR LARSON MOVED THAT Council direct administration to bring forward an RFD regarding the allocation of unrestricted surplus at a future meeting.

**Town of Bon Accord
Regular Meeting of Council Minutes
April 16 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

CARRIED UNANIMOUSLY RESOLUTION 24-153

DEPUTY MAYOR MAY MOVED THAT Council accepts the departments report as information.

CARRIED UNANIMOUSLY RESOLUTION 24-154

UNFINISHED BUSINESS

ICF Survey

COUNCILLOR LARSON MOVED THAT Council rescinds resolution #24-147 that reads: COUNCILLOR LARSON MOVED THAT Council members complete the ICF Review Survey individually.

CARRIED UNANIMOUSLY RESOLUTION 24-155

DEPUTY MAYOR MAY MOVED THAT Council approves the ICF survey responses as presented and circulated.

CARRIED UNANIMOUSLY RESOLUTION 24-156

NEW BUSINESS

Notice of Motion: Clean Energy Improvement Program

DEPUTY MAYOR MAY MOVED THAT Council directs administration to bring back more information on the Clean Energy Improvement Program and any grant information with regard to the program.

CARRIED UNANIMOUSLY RESOLUTION 24-157

Bon Accord Gibbons Food Bank

DEPUTY MAYOR MAY MOVED THAT Council accepts the Bon Accord Gibbons Food Bank RFD as information AND FURTHER directs administration to donate \$1500 to the Bon Accord Gibbons Food Bank.

CARRIED UNANIMOUSLY RESOLUTION 24-158

Council Chambers Chairs Replacement

DEPUTY MAYOR MAY MOVED THAT Council directs administration to bring back more options for Council chairs.

CARRIED UNANIMOUSLY RESOLUTION 24-159

Mayor Holden called a short recess at 10:48 a.m.

Mayor Holden called the meeting back to order at 10:54 a.m.

Banner Replacement

DEPUTY MAYOR MAY MOVED THAT Council directs administration to proceed with Dark Sky Option 1 and bring back one more option with Bon Accord's Centennial Park to the Special Meeting on April 24, 2024.

**Town of Bon Accord
Regular Meeting of Council Minutes
April 16 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

2 Opposed

CARRIED RESOLUTION 24-160

LGFF Allocation

COUNCILLOR LAING MOVED THAT Council approves the allocation of LGFF funding as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-161

Resident Request: Land Use Bylaw Amendment

COUNCILLOR LARSON MOVED THAT Council directs administration to waive the \$1100 fee for resident requests from Pamela Stewart and John Merritt to redistrict their properties from C1 to residential and directs administration to include the requested amendments for Council consideration during the forthcoming Land Use Bylaw amendment legislated processes.

CARRIED UNANIMOUSLY RESOLUTION 24-162

COUNCIL REPORTS

COUNCILLOR LAING MOVED THAT Council accept the Council reports as information.

CARRIED UNANIMOUSLY RESOLUTION 24-163

CORRESPONDENCE

Snow Clearing Request

COUNCILLOR LAING MOVED THAT Council accepts the correspondence as information.

CARRIED UNANIMOUSLY RESOLUTION 24-164

Gibbons 3rd Annual Charity Golf Classic – Silent Auction and Sponsorship

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

CARRIED UNANIMOUSLY RESOLUTION 24-165

Redwater Golf Tournament: Dinner Only Option

COUNCILLOR BIDNEY MOVED THAT Council accepts the correspondence as information.

CARRIED UNANIMOUSLY RESOLUTION 24-166

COUNCILLOR BIDNEY MOVED THAT Council direct administration to register Mayor Holden, Councillor Bidney, and Councillor Larson for the Redwater Golf Tournament.

2 Opposed

CARRIED RESOLUTION 24-167

COUNCILLOR LARSON MOVED THAT Council extend the meeting past 12 p.m., if needed.

**Town of Bon Accord
Regular Meeting of Council Minutes
April 16 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

CARRIED UNANIMOUSLY RESOLUTION 24-168

Morinville Mayor and Council's Pancake Breakfast

COUNCILLOR BIDNEY MOVED THAT Council direct administration to RSVP Mayor Holden, Deputy Mayor May and Councillor Larson to the Morinville Mayor and Council's Pancake Breakfast.

CARRIED UNANIMOUSLY RESOLUTION 24-169

CLOSED SESSION

Lot 4A, Block 8, Plan 5261BA Update – FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 17 Disclosure harmful to personal privacy, and Section 27 Privileged information

DEPUTY MAYOR MAY MOVED THAT Council enter closed session to discuss Lot 4A, Block 8, Plan 5261BA Update – FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 17 Disclosure harmful to personal privacy at 11:41 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-170

DEPUTY MAYOR MAY MOVED THAT Council come out of closed session at 11:57 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-171

Lot 4A, Block 8, Plan 5261BA Update – FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 17 Disclosure harmful to personal privacy, and Section 27 Privileged information

COUNCILLOR BIDNEY MOVED THAT Council direct administration to proceed as discussed.

CARRIED UNANIMOUSLY RESOLUTION 24-172

ADJOURNMENT

DEPUTY MAYOR MAY MOVED THAT the April 16, 2024 Regular Meeting of Council adjourn at 11:58 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-173

Mayor Brian Holden

Jodi Brown, CAO

**Town of Bon Accord
Committee of the Whole Meeting Minutes
April 24, 2024, 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

Mayor Brian Holden
Councillor Lynn Bidney – Chair
Councillor Lacey Laing
Councillor Timothy J. Larson

REGRETS

Deputy Mayor Tanya May

ADMINISTRATION

Jodi Brown – Town Manager
Falon Fayant – Corporate Services Manager
Terry Doerkson – Infrastructure Manager
Jessica Caines – Legislative Services and Communications Coordinator

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Councillor Bidney called the meeting to order at 5:00 p.m.

ADOPTION OF AGENDA

There were no objections to adding item 3.1 Land Use Bylaw Report – *FOIP Act Section 24 Advice from officials*.

COUNCILLOR LARSON MOVED THAT Council adopt the agenda for April 24, 2024, as amended.

CARRIED UNANIMOUSLY RESOLUTION 24-174

CLOSED SESSION

Land Use Bylaw Report – *FOIP Act Section 24 Advice from officials*

COUNCILLOR LARSON MOVED THAT Council enter Closed Session to discuss Land Use Bylaw Report – *FOIP Act Section 24 Advice from officials* at 5:02 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-175

MAYOR HOLDEN MOVED THAT Council come out of Closed Session at 5:41 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-176

NEW BUSINESS

54 Ave. Dust Suppression

The report was reviewed and discussed.

2024 Rates of Taxation

The report was reviewed and discussed.

**Town of Bon Accord
Committee of the Whole Meeting Minutes
April 24, 2024, 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

BYLAWS/POLICIES/AGREEMENTS

Trail and Active Transportation Committee Bylaw

The bylaw was reviewed and discussed.

CLOSED SESSION

Strategic Plan Review – FOIP Act Section 24 Advice from officials

COUNCILLOR LAING MOVED THAT Council enter Closed Session to discuss Strategic Plan Review – *FOIP Act Section 24 Advice from officials* at 6:23 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-177

COUNCILLOR LARSON MOVED THAT Council come out of Closed Session at 7:01 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-178

ADJOURNMENT

COUNCILLOR BIDNEY MOVED THAT the April 24, 2024 Committee of the Whole Meeting adjourn at 7:02 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-179

Mayor Brian Holden

Jodi Brown, CAO

**Town of Bon Accord
Special Meeting of Council Minutes
April 24, 2024 7:15 p.m.
Live streamed on Bon Accord YouTube Channel**

COUNCIL

PRESENT

Mayor Brian Holden
Councillor Lynn Bidney
Councillor Lacey Laing
Councillor Timothy J. Larson

REGRETS

Deputy Mayor Tanya May

ADMINISTRATION

Jodi Brown – Town Manager
Falon Fayant – Corporate Services Manager
Jessica Caines – Legislative Services and Communications Coordinator

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 7:15 p.m.

ADOPTION OF AGENDA

COUNCILLOR LAING MOVED THAT Council adopt the April 24, 2024 agenda as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-180

UNFINISHED BUSINESS

Banner Replacement

COUNCILLOR LARSON MOVED THAT Council directs administration to proceed with Dark Sky Option 2 and Music in the Park Option 6.

CARRIED UNANIMOUSLY RESOLUTION 24-181

NEW BUSINESS

Audit and Financial Statements

MAYOR HOLDEN MOVED THAT Council approves the 2023 audited financial statements as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-182

ADJOURNMENT

COUNCILLOR LAING MOVED THAT the April 24, 2024 Special Meeting of Council adjourn at 7:28 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-183

**Town of Bon Accord
Special Meeting of Council Minutes
April 24, 2024 7:15 p.m.
Live streamed on Bon Accord YouTube Channel**

Mayor Brian Holden

Jodi Brown, CAO

DRAFT

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jodi Brown, Town Manager
Title:	FCM Resolution and Letter
Agenda Item No.	6.1

BACKGROUND/PROPOSAL

At the April 2, 2024 RMC, correspondence (attached) from the Federation of Canadian Municipalities (FCM) was presented to Council for review. The email requested Canadian municipalities to use the FCM's provided templates for a resolution and letter in support of the Canada Community Building Fund (CCBF). At that meeting:

COUNCILLOR LARSON MOVED THAT Council direct administration to complete the letter and resolution and bring them back to Council.

Carried Resolution #24-146

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The attached resolution and letter are attached for Council's review and approval.

STRATEGIC ALIGNMENT

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)

Choose one of the following:

THAT Council approves the resolution in support of the FCM and the letter to Mr. Dane Lloyd as presented and directs administration to send to the FCM and Mr. Lloyd, respectively.

OR

THAT Council direct administration to...

From: [Jessica Caines](#)
To: [Jessica Caines](#)
Subject: FW: Let's protect the CCBF: our most vital infrastructure funding tool
Date: March 22, 2024 1:19:13 PM

From: FCM Communique <communique@fcm.ca>
Sent: Friday, March 22, 2024 9:46 AM
To: cao <cao@bonaccord.ca>
Subject: Let's protect the CCBF: our most vital infrastructure funding tool

[Click here to view this email in your browser.](#)



March 22, 2024



Let's protect the CCBF: our most vital infrastructure funding tool

Dear members,

The Canada Community Building Fund (CCBF) is our most reliable funding tool for renewing and replacing the vital infrastructure that all Canadians rely on—including roads, water infrastructure, public transit and so much more.

With 1.25 million new residents in the last year, new housing is essential to meet the needs of our expanding population. However, without adequate services, infrastructure and supports in place, cities and towns across Canada will struggle to accommodate growth.

Municipalities of all sizes need to be able to rely on the CCBF to support that growth and renew vital existing assets, especially with a new federal infrastructure plan at a standstill. Negotiations are still moving forward, and in BC and Ontario local governments are represented directly at the table by UBCM and AMO and the City of Toronto as direct CCBF signatories. However, in other provinces/territories, FCM is concerned that additional onerous conditions could be introduced into the CCBF as it is being renegotiated.

Concern over a vital fund

FCM has been consistently highlighting how Canadian municipalities rely heavily on the CCBF. This includes:

- Holding conversations with federal ministers.
- Convening with provincial and territorial associations on this issue.
- Launching our 'Update Required' campaign to equip our 2,100 members with a toolkit to urge federal support for local infrastructure.
- Executing a paid social media campaign, which will be underway for the next few weeks, using Instagram and X to target federal representatives and their political staff.
- Highlighting the CCBF on the popular Curse of Politics podcast, which is 'required listening' for our connected Ottawa ecosystem audience, with this placement being noted by MPs in our interactions with them.

[Listen to the CCBF being highlighted on the Curse of Politics podcast](#)

Municipal infrastructure funding has also been our focus in our recent FCM Board of Directors meeting and **[Big City Mayors' Caucus meeting](#)**.

We are gaining momentum with these strategic efforts, with references online and directly

to us in our conversations on the CCBF with Members of Parliament and staff.

The CCBF not only funds vital repairs and upkeep for our infrastructure, but also funds landmark community projects that can transform quality of life for communities and neighborhoods; be it a new recreation centre, water treatment facility or simply a much-needed new playground. It is Canadians who will lose out if the rug is pulled from under these projects, particularly those communities with significant amounts of new housing coming online.

Furthermore, most of Canada's smaller and rural municipalities simply do not have the resources or valuable staff time to devote towards complex program requirements. The goal of building more homes in these communities would be undermined by a less readily accessible CCBF.

Help amplify our message

Please use the following resources to help with our drive to renew the CCBF without onerous conditions. Feel free to customize these with your local insight—after all, you know the reality on the ground better than anyone.

[Download your CCBF resources](#)

- Key messages
- Template resolution for adoption by your municipal council
- Template letter to communicate the resolution to your federal Member of Parliament

We're calling on you—our members—to get involved ahead of federal budget 2024. We will be continuing our CCBF push as new agreements are negotiated this spring. Please consider using these materials in your own communications for maximum impact.

Together, our collective efforts will ensure our voices are heard during this critical window in time, as we continue to advocate for a [Municipal Growth Framework](#) that will empower local governments.

Your FCM team



CCBF Package for Members **Federation of Canadian Municipalities**

CANADA COMMUNITY BUILDING FUND - KEY MESSAGES

These key messages can be used when you post about the CCBF on social media, in conversation with your local MP or when discussing the CCBF's relevance with community stakeholders.

- With a new federal infrastructure plan at a standstill, the Canada Community-Building Fund (CCBF) is currently the only federal infrastructure program that municipalities can rely on to rehabilitate existing infrastructure and develop new community assets to help accommodate growth.
- Canada's municipalities are going through a period of historic growth and must be able to count on a flexible and predictable CCBF at the end of the current renegotiation process between the federal government and signatories.
- The Canada Community-Building Fund (CCBF) provides more than \$2.4 billion in annual capital funding directly to municipalities through a predictable allocation mechanism, and municipalities of all sizes use the CCBF to deliver direct results for Canadians by building and renewing critical core public infrastructure, including water infrastructure, local roads, public transit and community, and cultural and recreational facilities.
- In the near-term, FCM is calling on the federal government to renew this critical program and maintain the CCBF as a source of direct, predictable, long-term funding for local infrastructure priorities.
- FCM has also called on the federal government to leverage this proven funding mechanism as a vehicle to deliver increased funding directly to municipalities, as part of a new Municipal Growth Framework that would better link municipal funding with national population and economic growth.

RESOLUTION TEMPLATE

Please feel free to use the below template to draft a resolution for adoption by your own municipal council to participate in our advocacy efforts:

[month, day, year]

Federal infrastructure funding not keeping pace with population growth

WHEREAS, Canada is experiencing record population growth, having welcomed 1.25 million new Canadians last year alone; and

WHEREAS, According to the Canada Mortgage and Housing Corporation (CMHC) we need to build at least 3.5 million additional homes by 2030, and municipalities need to build or expand the infrastructure to accommodate this growth; and

WHEREAS, FCM has estimated that the cost of the municipal infrastructure required support housing development is, on average, in the range of \$107,000 per unit; and

WHEREAS, According to Statistics Canada the cost of upgrade *existing* municipal infrastructure so that it is in a state of good repair is in the range of \$170 billion; and

WHEREAS, Non-residential construction price inflation has risen by 29% since the end of 2020 and municipalities are facing soaring costs for infrastructure project without a corresponding growth in revenue; and

WHEREAS, Unlike federal and provincial revenue, municipal tax revenue has not increased in recent years along with inflation, economic growth or population growth; and

WHEREAS, Municipalities are facing a gap in federal infrastructure funding as the 10-year Investing in Canada Infrastructure Program has come to an end, the Canada Community-Building Fund is being renegotiated and the Permanent Public Transit Fund is set to start in 2026;

WHEREAS, The Canada Community-Building Fund (CCBF), which was formerly known as the federal Gas Tax Fund, provides more than \$2.4 billion in annual capital funding directly to municipalities through a predictable allocation mechanism, and municipalities of all sizes use the CCBF to deliver direct results for Canadians by building and renewing critical core public infrastructure, including water infrastructure, local roads, public transit and community, and cultural and recreational facilities; now therefore be it

RESOLVED, That the federal government work with agreement signatories and municipalities to maintain the CCBF as a source of direct, predictable, long-term funding for local infrastructure priorities; and be it further

RESOLVED, That the federal government commit, in Budget 2024, to the next generation of infrastructure programs, including a new program for water and wastewater infrastructure and an increase to the Disaster Mitigation and Adaptation Fund; and be it further

RESOLVED, That the federal government convene provinces, territories and municipalities to negotiate a “Municipal Growth Framework” to modernize the way that municipalities are funded in order to enable Canada’s long-term growth.

[Municipality of xx, Province (abr.)]

SAMPLE LETTER TO YOUR MP

Please feel free to use the below template to inform your local MPs of the adoption of a CCBF resolution:

March [xx], 2024

[Mr./Mrs./Ms./Mx. (full name), M.P., or for Ministers: The Honourable (full name), P.C., M.P.]

House of Commons

Ottawa, ON

K1A 0A6

Subject: Urgent call for federal commitment to renew the Canada Community Building Fund

[Dear Minister or Dear Mr./Ms. (last name of MP)]:

I write to you today to bring your urgent attention to an issue of growing concern to our municipality.

On March [xx], 2024, the council of the municipality of [xyz] unanimously resolved to urge the federal government to dedicate funds in the 2024 Budget to the next generation of infrastructure programs, including a new program for water and wastewater infrastructure and an increase to the Disaster Mitigation and Adaptation Fund.

The federal government must step up in Budget 2024 and solidify its commitment to new housing by channeling investments into the supporting infrastructure. The housing crisis is not something any single order of government can solve. Our municipality, along with others across the country, has been accelerating housing construction, fast-tracking permit approvals, and coming up with innovative zoning solutions to get more housing built faster.

However, the absence of a comprehensive housing and infrastructure plan brings uncertainty to the lives of individuals, particularly those searching for affordable housing. An immediate housing and homelessness plan is essential, one that extends beyond new housing units to include the infrastructure required to service these units and encompass a renewed commitment to invest in complete neighbourhoods with robust public services.

Moreover, our municipal council is concerned that the **Canada Community-Building Fund (CCBF)** is currently the only federal infrastructure program on which we can rely on to rehabilitate existing infrastructure and develop new assets to accommodate growth. It is crucial for Canada's growing municipalities to have access to a CCBF that is flexible and predictable as the renegotiation process concludes.

While municipalities are working hard to get housing built, they own and maintain most of the infrastructure that Canadians rely on every day. Yet, they only collect between 8 to 12 cents of every tax dollar. It is time to empower municipalities with the tools they need to support growth. Alongside the Federation of Canadian Municipalities, our municipality is advocating for all orders of government to come together to modernize the way that municipalities are funded to enable Canada's long-term growth, to ensure economic development and to provide a great quality of life for every Canadian.

The municipality of [your municipality] looks forward to working with you to ensure a future where Canadians see their communities growing confidently, with scale and ambition that delivers what Canadians need now—more affordable housing, support for the most vulnerable, core infrastructure that can support generations of residents, and reliable, efficient transit we can rely on into the future.

Yours sincerely,

[name of signatory]

[title, municipality, province]

May 7, 2024

Federal infrastructure funding not keeping pace with population growth

WHEREAS, Canada is experiencing record population growth, having welcomed 1.25 million new Canadians last year alone; and

WHEREAS, According to the Canada Mortgage and Housing Corporation (CMHC) we need to build at least 3.5 million additional homes by 2030, and municipalities need to build or expand the infrastructure to accommodate this growth; and

WHEREAS, FCM has estimated that the cost of the municipal infrastructure required support housing development is, on average, in the range of \$107,000 per unit; and

WHEREAS, According to Statistics Canada the cost of upgrade *existing* municipal infrastructure so that it is in a state of good repair is in the range of \$170 billion; and

WHEREAS, Non-residential construction price inflation has risen by 29% since the end of 2020 and municipalities are facing soaring costs for infrastructure project without a corresponding growth in revenue; and

WHEREAS, Unlike federal and provincial revenue, municipal tax revenue has not increased in recent years along with inflation, economic growth or population growth; and

WHEREAS, Municipalities are facing a gap in federal infrastructure funding as the 10-year Investing in Canada Infrastructure Program has come to an end, the Canada Community-Building Fund is being renegotiated and the Permanent Public Transit Fund is set to start in 2026;

WHEREAS, The Canada Community-Building Fund (CCBF), which was formerly known as the federal Gas Tax Fund, provides more than \$2.4 billion in annual capital funding directly to municipalities through a predictable allocation mechanism, and municipalities of all sizes use the CCBF to deliver direct results for Canadians by building and renewing critical core public infrastructure, including water infrastructure, local roads, public transit and community, and cultural and recreational facilities; now therefore be it

RESOLVED, That the federal government work with agreement signatories and municipalities to maintain the CCBF as a source of direct, predictable, long-term funding for local infrastructure priorities; and be it further

RESOLVED, That the federal government commit, in Budget 2024, to the next generation of infrastructure programs, including a new program for water and wastewater infrastructure and an increase to the Disaster Mitigation and Adaptation Fund; and be it further

RESOLVED, That the federal government convene provinces, territories and municipalities to negotiate a “Municipal Growth Framework” to modernize the way that municipalities are funded in order to enable Canada’s long-term growth.

Town of Bon Accord, AB

May 7, 2024

Mr. Dane Lloyd M.P.
4807 44 Avenue, Suite 102
Stony Plain, AB
T7Z 1V5

via email: Dane.Lloyd.C1@parl.gc.ca

Subject: Urgent call for federal commitment to renew the Canada Community Building Fund

Dear Mr. Lloyd:

I write to you today to bring your urgent attention to an issue of growing concern to our municipality.

On April 2, 2024, the council of the Town of Bon Accord unanimously resolved to urge the federal government to dedicate funds in the 2024 Budget to the next generation of infrastructure programs, including a new program for water and wastewater infrastructure and an increase to the Disaster Mitigation and Adaptation Fund.

The federal government must step up in Budget 2024 and solidify its commitment to new housing by channeling investments into the supporting infrastructure. The housing crisis is not something any single order of government can solve. Our municipality, along with others across the country, has been accelerating housing construction, improving permit approval turnaround times, and coming up with innovative zoning solutions to get more housing built faster.

However, the absence of a comprehensive housing and infrastructure plan brings uncertainty to the lives of individuals, particularly those searching for affordable housing. An immediate housing and homelessness plan is essential, one that extends beyond new housing units to include the infrastructure required to service these units and encompass a renewed commitment to invest in complete neighbourhoods with robust public services.

Moreover, our Town council is concerned that the **Canada Community-Building Fund (CCBF)** is currently the only federal infrastructure program on which we can rely on to rehabilitate existing infrastructure and develop new assets to accommodate growth. It is crucial for Canada's growing municipalities to have access to a CCBF that is flexible and predictable as the renegotiation process concludes.

While municipalities are working hard to get housing built, they own and maintain most of the infrastructure that Canadians rely on every day. Yet, they only collect between 8 to 12 cents of every tax dollar. It is time to empower municipalities with the tools they need to support growth. Alongside the Federation of Canadian Municipalities, our



municipality is advocating for all orders of government to come together to modernize the way that municipalities are funded to enable Canada's long-term growth, to ensure economic development and to provide a great quality of life for every Canadian.

The Town of Bon Accord looks forward to working with you to ensure a future where Canadians see their communities growing confidently, with scale and ambition that delivers what Canadians need now—more affordable housing, support for the most vulnerable, core infrastructure that can support generations of residents, and reliable, efficient transit we can rely on into the future.

Sincerely,

Brian Holden
Mayor, Town of Bon Accord, AB

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jessica Caines, Legislative Services and Communications Coordinator
Title:	Council Chambers Chair Replacement
Agenda Item No.	6.2

BACKGROUND/PROPOSAL

The appearance of Council Chambers is a reflection of the Town’s professionalism. Over the last few years, the five (5) leather Council chairs in Council Chambers have become severely damaged and peeling, with much of the leather pieces ending up on the floor making Council Chambers untidy and the chairs look old and worn.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration recommends replacing these chairs with one of the options listed below:

Option 1: Uline chair. Leather material. \$795 for 5 chairs. These chairs match the style of the chairs administration currently use.

Leather Manager's Chair



Classic mid-back styling.

- Soft bonded leather upholstery.
- 3 1/2" thick seat with 3" back.
- Standard tilt with adjustable tension.
- Fixed armrests.

Option 2: Uline chair. Fabric material. \$725 for 5 chairs.



FABRIC MANAGER'S CHAIR

Good support for those late nights at the office.

- Classic mid-back style with polypropylene armrests.
- Durable fabric upholstery over 4" thick foam seat.
- Sturdy nylon base.

Option 3: [Amazon chair](#). Leather material. \$924.95 for 5 chairs. (On sale at time of writing.)



Option 4: Source Office Furniture. [Task chair, fabric material](#). \$1261.00 for 5 chairs.



Option 5: Source Office Furniture. [Task chair, pleather material](#). \$1036.00 for 5 chairs.



Option 6: Source Office Furniture. [Executive chair, pleather material.](#) \$1,536.00.



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.

COSTS/SOURCES OF FUNDING

There is \$1000 allocated in the 2024 budget for Council chair replacement. For Options 4, 5 and 6, additional funds would require Council's approval.

RECOMMENDED ACTION (by originator)

THAT Council directs administration to proceed with Option [choose number] for the purchase of five (5) replacement chairs for Council Chambers. [IF OPTION 4, 5, or 6: AND FUTHER THAT Council approves additional funds over \$1000 for this purchase].

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Golf Tournaments
Agenda Item No.	6.3

BACKGROUND/PROPOSAL

At the November 7, 2023 RMC, Council approved the 2024 operating budget:

COUNCILLOR LARSON MOVED THAT Council approves the 2024 operating and capital budget with the following amendments: remove the Edmonton Salutes Day Sail, remove the Shredding Event, and remove hotel accommodations for the FCSSAA.

1 Opposed

Carried Resolution #23-474

The operating budget includes allocated funds for 3 members of Council (Mayor Holden, Councillor Bidney and Councillor Larson) to attend 3 regional golf tournaments. Attendees were determined based on Council member interest.

The 3 regional golf tournaments include:

- Gibbons Annual Charity Golf Tournament
- Sturgeon County Mayor’s Golf Tournament
- Redwater Mayor and Council Golf Tournament

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

At the April 16, 2024 RMC, administration brought forward correspondence regarding the Town of Redwater’s Golf Tournament with the “dinner only” networking option, however, Council indicated they may want to include approval for these registrations in Council meetings moving forward. At that meeting, the following resolution was made:

COUNCILLOR BIDNEY MOVED THAT Council direct administration to register Mayor Holden, Councillor Bidney, and Councillor Larson for the Redwater Golf Tournament.

2 Opposed

Carried Resolution #24-167

Prior to this meeting, the following registrations have already been made due to these tournaments already being included in the approved budget:

- Gibbons Annual Charity Golf Tournament
 - Mayor Holden
 - Councillor Larson

Sturgeon County Mayor's Golf Tournament has been approved via the budget with the following attendees pending registration:

- Councillor Bidney
- Councillor Larson

Council may wish to make resolutions to confirm attendees for the Gibbons tournament for registrations already made, and to register attendees for the Sturgeon County tournament for pending registrations.

STRATEGIC ALIGNMENT

Priority 5: Collaboration

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

COSTS/SOURCES OF FUNDING

Registration and per diems for 3 Council members to attend 3 regional golf tournaments are allocated in the 2024 budget.

RECOMMENDED ACTION (by originator)

Resolution #1

THAT Council confirms the registrations for Mayor Holden and Councillor Larson at the Gibbons Annual Charity Golf Tournament.

OR

THAT Council direct administration to...

Resolution #2

THAT Council directs administration to register Councillor Bidney and Councillor Larson for the Sturgeon County Mayor's Golf Tournament.

OR

THAT Council direct administration to...

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Land Use Bylaw Proposed Amendments and Survey
Agenda Item No.	6.4

BACKGROUND/PROPOSAL

At the March 5, 2024 RMC:

*DEPUTY MAYOR MAY MOVED THAT Council directs administration to create an online survey regarding the proposed changes to the Land Use Bylaw and bring back to Council for approval. **Carried Resolution 23-088***

At the April 16, 2024 RMC:

*COUNCILLOR LARSON MOVED THAT Council directs administration to waive the \$1100 fee for resident requests from Pamela Stewart and John Merritt to redistrict their properties from C1 to residential and directs administration to include the requested amendments for Council consideration during the forthcoming Land Use Bylaw amendment legislated processes. **Carried resolution 24-162***

Proposal: Administration is proposing that Council postpone the planned Land Use Bylaw survey given the recent applications for amendment to the Land Use Bylaw from residents (redistricting requests, urban beekeeping, and laying hens) and administration (adding a “multi-unit dwelling” definition).

The Land Use Bylaw Survey may be done in 2025 to consider resident feedback regarding changes to RV parking.

This will enable Council to move forward with first reading of the Municipal Development Plan and Land Use Bylaw amendment process at the May 21st Regular Council Meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Land Use Bylaw (LUB) Amendments to consider in 2024:

- Rezoning – 2 resident requests as noted in resolution 24-162 (above)
- Allowing Laying Hens in districts R2 and UR districts as per Council’s resolution

- Urban beekeeping
- Adding a “Multi-Unit Dwelling” definition to better define multi-unit dwellings and to allow 4-plexes in appropriate districts.

LUB Amendments to consider in 2025:

- Changes to the RV parking requirements may be considered next year following a survey if Council desires.
 - Keeping this in mind, Council may wish to either:
 - Rescind resolution 24-088 (shown above, regarding a survey), or
 - Postpone the survey until 2025.

All amending bylaws must be drafted separately and considered as separate topics, however, they can be brought forward to the same meetings for approval and the public hearings can be held on the same date, as selected by Council. Further, any necessary amendments to the Municipal Development Plan (MDP) may be done alongside the LUB amendments.

LUB amendments must be advertised, and a public hearing held to allow residents to voice their opinion of the changes prior to second and third readings.

Administration recommends bringing these bylaws forward at the May 21, 2024 RMC for first reading and Council could set a date for the required public hearings at that time.

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 # 2: Community

- The residents of Bon Accord live in a safe, connected, and attractive community.

COSTS/SOURCES OF FUNDING

Consulting fees relative to the proposed amendments, public hearings, and advertising costs would be applied to the 2024 planning operational budget.

RECOMMENDED ACTION (by originator)

Choose one of the following:

THAT Council directs administration to rescind resolution #23-088 and FURTHER to bring forward the proposed amendments to the Land Use Bylaw and Municipal Development Plan at the May 21, 2024 Regular Council meeting.

OR

THAT Council directs administration to postpone the survey until 2025 and FURTHER to bring forward the proposed amendments to the Land Use Bylaw and Municipal Development Plan at the May 21, 2024 Regular Council meeting.

OR

THAT Council directs administration to...

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Terry Doerkson, Infrastructure Manager
Title:	54 Ave. Dust Suppression
Agenda Item No.	7.1

BACKGROUND/PROPOSAL

In the summer of 2023, an RFD was put forth to Council asking for funds with which to repave a section of 57St. north of the 3-way stop. In part the resolution, Council asked for there to be negotiations and research with other municipalities as to dust control measures on 54 Ave between 47 St. and Lily Lake Road. Today, administration is updating some information on a couple of products that are commonly used in municipalities for road dust suppression. This information is being provided to help facilitate the decision as whether or not to apply dust control measures this 2024 season on 54 Ave (between 47 St. and Lily Lake Road) and if so, which product Council would prefer to use.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The length of 54 Ave which is gravel and would require the dust suppression is approximately 600 meters long and 9-10 meters wide.

Option 1: Calcium Chloride

Calcium chloride could be applied and if supplied by Sturgeon County would cost \$405/100m spread at an 8-meter width. This price has been offered by Sturgeon County to allow us the same rate that County residents pay. Total cost would be approximately \$2430.00 to treat 54 Ave. For the calcium to remain effective it has to maintain a certain amount of moisture which could mean applying water to the road in a dry period of the season. It is recommended that the surface of the road remain as undisturbed as possible to retain the effectiveness of the suppressant. Road grading after the application of the product is not recommended.

Option 2: Mineral Oil

Mineral oil is another product used for dust suppression in the local area. This product, if supplied by Sturgeon County, would cost \$1097/100m totalling \$6582.00 for the road. This rate is also Sturgeon County's residential rate. In this process, a 1.5" – 2" layer of asphalt millings are spread on the road surface, approximately 60 tonnes/100m. Then the mineral oil is applied on top. Road traffic is used to compact the road surface. The

surface will still be susceptible to potholes and/or washboarding, however a light grading of the area and re-application (at half rates) of the product can help rejuvenate the surface. If the product is applied again the next year and left as undisturbed as possible it will end up forming a fairly hard road surface. Once again, it is not recommended to regularly grade the road after application.

Option 3: Nova DCP-FS

Another product on the market, Nova DCP-FS, is available as a road dust suppresser. The quoted price for applying it over the area in question is \$9196.53. The product is approx. \$0.58/litre. It goes down as a dark, amber liquid and is applied at a rate of 1.5-2 litres per square meter. The road would be graded and pre-wet before application, like calcium chloride. A dry period in the season would require a re-wetting of the road and, again, it is not recommended to grade the road after application.

STRATEGIC ALIGNMENT

Value Statement: Service Excellence

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

COSTS/SOURCES OF FUNDING

The total cost of dust suppression using calcium chloride on 54 Ave. is \$2430.00

The total cost of dust suppression using mineral oil on 54 Ave. is \$6582.00

The total cost of dust suppression using Nova DCP-FS on 54 Ave. is \$9196.53.

The costs could be funded by:

- 1) Contracted services contingency fund, or
- 2) Unrestricted surplus fund.

RECOMMENDED ACTION (by originator)

Choose one of the following actions:

THAT Council direct administration to proceed with dust suppression for the 2024 season on 54 Ave. between 47 St. and Lily Lake Road using [Option 1, 2 or 3] and to be funded by [contracted services contingency fund OR unrestricted surplus fund].

OR

THAT Council directs administration to...

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Home Business Permit Variance Fee
Agenda Item No.	7.2

BACKGROUND/PROPOSAL

A development permit is required to have a home business in Bon Accord.

This type of development is defined in the Land Use Bylaw as a major or minor home occupation depending on the nature of the business.

A homeowner with a business defined as a major home occupation is allowed to have a sign in the window.

The Town has received a development permit application and payment for a business sign for the property/business owner at 5135 53rd Street to be placed in the front yard of the home/business.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The homeowner has been advised of the requirement for a home business permit for a major home occupation and a variance to this permit for the sign to be placed appropriately in the front yard instead of the window.

Municipal Planning Services has indicated that both the permit and sign (with the variance) is permissible within our Land Use Bylaw.

The variance analysis completed by Municipal Planning Services was not as involved and time consuming as typical variances such as those relating to building projects.

Therefore, Council may consider waiving the \$250 variance fee.

The home/business owner will still be required to pay the full \$150 fee for the home business permit.

Reference Schedule D of the Fees and Charges Bylaw enclosed.

Council may consider amending the Fees and Charges Bylaw to allow the Town Manager the discretion to waive fees of up to \$500 to avoid having decisions of this nature (fees

that are \$500 or less) having to be brought to Council for decision. These decisions have minimal impact on the Town's budget.

STRATEGIC ALIGNMENT

Value Statement: Service Excellence

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

COSTS/SOURCES OF FUNDING

Annual operating budget

RECOMMENDED ACTION (by originator)

Resolution #1

THAT Council waives the variance permit fee of \$250 for property/business owner at 5135 53rd Street.

OR

THAT Council declines to waive the variance permit fee of \$250 for property/business owner at 5135 53rd Street.

Optional Resolution #2

THAT Council directs administration to bring forward a proposed amendment to the Fees and Charges Bylaw at an upcoming Council meeting to permit the Town Manager the discretion to waive fees of up to \$500.

OR

THAT Council directs administration to...

**TOWN OF BON ACCORD
BYLAW 2023-06
FEES AND CHARGES BYLAW**

Schedule "B" Taxation & Assessment
GST to be added on all items unless otherwise stated.

TAXATION	
Tax Certificate	\$35.00/property/certificate (GST exempt)
Verbal Tax Search	\$15.00/property (GST exempt)
Inspection of the Tax Roll	\$35
TAX RECOVERY NOTIFICATION	
Registration of Tax Notification	\$100/title/occurrence*
Public Auction	\$50.00 (GST exempt) + advertising costs**
*All costs for tax recovery notifications will be automatically applied to the tax roll. **Advertising costs are subject to GST.	
ASSESSMENT INFORMATION	
Assessment Complaint Fee	\$100.00/per property

Schedule "C" Public Works
GST to be added on all items.

PUBLIC WORKS RATES	
Public Works labour charge	\$65.00 if required during regular business hours \$100.00 if required outside of regular business hours Per hour plus any additional costs that may be incurred in attending to non-emergent issues

Schedule "D" Planning and Development

Costs are GST exempt. Third party costs such as engineering or legal incurred by the Town will be passed on. No review processes or considerations will commence until all applicable fees are paid in full.

RESIDENTIAL DEVELOPMENT	
Single Family	\$110.00
Multi Family	\$150.00 plus \$50.00 per unit
Laying Hens and Urban Beekeeping	\$35.00
ACCESSORY DEVELOPMENT	
Deck/Fence	\$55.00
Garage	\$82.50
Basement Development	\$93.50
Discretionary Uses	\$150.00 plus regular permit fees
Signage	\$110.00
Residential/Home Based Business	\$150.00
Demolition	\$150.00
Compliance Certificate	\$110.00
"RUSH" Compliance Certificate (less than 48 hours)	\$165.00
Variance Fee	\$250.00 plus regular permit fees
COMMERCIAL DEVELOPMENT	
Permitted Use	\$220.00
Discretionary Use	\$200.00 plus regular permit fees

**TOWN OF BON ACCORD
BYLAW 2023-06
FEES AND CHARGES BYLAW**

Accessory Development/Buildings	\$100.00
Temporary Development/Structure	\$100.00
Demolition	\$150.00
Not for Profit and School Development Permit	50% off regular development permit fee
Signage	\$200.00 (includes 3 signs) plus \$50 for additional
Compliance Certificate	\$110.00
"RUSH" Compliance Certificate (less than 48 hours)	\$165.00
Variance Fee	\$250.00 plus regular permit fees
OTHER FEES	
Water during construction	\$0.11 per square foot of building size (one time charge)
Public Property Damage Deposit (New Residential, Commercial, Industrial, and Institutional)	\$440.00 (\$350 refundable provided no damage observed upon inspection. Any damage repaired by the town shall be taken from this deposit and any balance is to be refunded. Any charge above \$350 to be added to the tax roll.)
Landscape Deposit (Residential, Commercial, and Industrial)	100% of estimated landscaping costs with deposit to be fully refundable if landscaping conforms to approved landscaping plan and meets the satisfaction of the development officer.
Land Use Bylaw (LUB) Amendment	\$1100.00 plus advertising costs
Area Structure Plan (ASP) Amendment	\$1100.00 plus advertising costs
Electric Vehicle Level 3 Charger Fee	\$0.45/kWh
SUBDIVISION AND DEVELOPMENT APPEAL FEES	
Subdivision and Development Appeal Fee	\$330.00/appeal Clerk services – per hour cost to the municipality of the staff member
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

GST to be added on the following items.

SUBDIVISION FEES	
Subdivision	\$750.00 + 350.00 per lot (Lot Fee) + \$200 per lot (Endorsement Fee)
Recirculation	\$250.00
Extension	\$350.00
Title Search	\$15.00
BUSINESS LICENSE FEES	
Storefront	\$50.00
Home Occupation	\$35.00
Non-Resident Business	\$150.00
Non-Resident Contractor	\$300.00
Resident Contractor	\$150.00

**TOWN OF BON ACCORD
BYLAW 2023-06
FEES AND CHARGES BYLAW**

Hawker & Peddlers	\$75.00/week \$50.00/day
Student	\$0.00 with 1 free revision per year, each revision thereafter \$5.00.
*The fee payable for a business license issued after the 30 th day of September in any year shall be one-half of the fee listed above.	

Schedule "E" Commercial Electronic Sign

GST to be added on all items. These fees are in accordance with the Town's Business License Bylaw.

COMMERCIAL ELECTRONIC SIGN FEES	
Bon Accord business license holder (local or non-local)	Free 2 weeks per month per year
Local business with valid Bon Accord business license	\$50 per week
Non-local business with valid Bon Accord business license	\$75 per week
Changes to text or graphics after annual renewal or new license issued (local or non-local)	\$50 per change

Schedule "F" Community Event Sign

GST to be added on all items. These fees are in accordance with the Town's Community Event Sign Policy.

COMMUNITY SIGN RENTAL FEES	
Personal messages (birthdays, anniversaries, etc.)	\$10 per week
Local* non-profits	Free
Non-local non-profits	\$10 per week
Local business	\$10 per week
Non-local** business	\$20 per week

* Bon Accord and surrounding Sturgeon County

** Outside Bon Accord and surrounding Sturgeon County

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Parks and Trails Committee Bylaw
Agenda Item No.	8.1

BACKGROUND/PROPOSAL

At the December 19, 2023 RMC, administration presented the results of the Community Life Survey.

*COUNCILLOR LARSON MOVED THAT Council accept this report as information and that administration set up a Trail and Active Transportation Committee.
Carried Resolution 23-538*

During the April 24, 2024 Committee of the Whole meeting, Council expressed interest in amending the name of the Committee from “Trail and Active Transportation Committee” to “Parks and Trails Committee”. This change has been made in the proposed Parks and Trails Committee Bylaw. The mandate of the proposed Committee has also changed accordingly.

Municipal Government Act Reference for the establishment of Council Committees (Section 145 and Section 146 as below):

Bylaws---Council and Council Committees

Section 145 (2) (3)

- (2) A council may, by bylaw, establish council committees and other bodies.
- (3) Where a council establishes a council committee or other body, the council may, by bylaw, establish the functions of the committee or body and the procedures to be followed by it.

Composition of council committees

Section 146 A council committee may consist entirely of councillors, entirely of persons who are not councillors or of both councillors and persons who are not councillors.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The proposed Parks and Trails Committee Bylaw is enclosed for review.

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.

Value Statement: Service Excellence

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

Priority # 2: Community

- The residents of Bon Accord live in a safe, connected, and attractive community.

COSTS/SOURCES OF FUNDING

Annual capital budget as approved by Council.

RECOMMENDED ACTION (by originator)

Choose one of the following:

THAT Council gives first reading of the Parks and Trails Committee Bylaw as presented and circulated.

OR

THAT Council gives first reading of the Parks and Trails Committee Bylaw as amended including (list amendments)

OR

THAT Council directs administration to...

TOWN OF BON ACCORD
BYLAW 2024-06
PARKS AND TRAILS COMMITTEE BYLAW

A BYLAW OF THE TOWN OF BON ACCORD IN THE PROVINCE OF ALBERTA TO ESTABLISH THE PARKS AND TRAILS COMMITTEE AND TO SET FORTH THE DUTIES AND RESPONSIBILITIES THEREOF.

WHEREAS, the Municipal Government Act and amendments thereto, provide for the establishment of Council committees by bylaw;

AND WHEREAS, the Town's Parks and Trails Infrastructure is permanent and provides significant quality of life and value for the community;

AND WHEREAS, Council has deemed it desirable to provide for a committee to ~~oversee~~ **advise Council** on the development of Parks and Trail Infrastructure;

NOW THEREFORE, the Municipal Council of the Town of Bon Accord duly assembled hereby enacts as follows:

1. TITLE

This bylaw will be cited as the **Parks and Trails Committee** Bylaw of the Town of Bon Accord.

2. DEFINITIONS

- 2.1. ~~“Active Transportation” shall mean the movement of people powered by human activity such as but not limited to walking, running, or biking.~~
- 2.2. “Administration” means the Manager and Town Manager.
- 2.3. “Chair or Chairperson” means the person presiding at the meeting.
- 2.4. “Committee” means the **Parks and Trails Committee**.
- 2.5. “Committee Members” means members of the Committee appointed by Council.
- 2.6. “Council” means the elected governing body of the Town.
- 2.7. “County” means Sturgeon County.
- 2.8. “Manager” means the Town's Infrastructure Manager or designate.
- 2.9. “Organizational Meeting” means a meeting of Council held in accordance with section 192 of the Municipal Government Act.
- 2.10. “Parks Infrastructure” includes but is not limited to playground equipment, sports equipment, benches, picnic tables, or park grills.

TOWN OF BON ACCORD
BYLAW 2024-06
PARKS AND TRAILS COMMITTEE BYLAW

- 2.11. "Trail Infrastructure" means pathways, multi-use trails and widened sidewalks.
- 2.12. "Town" means the Town of Bon Accord.
- 2.13. "Town Manager" means the Town's Chief Administrative Officer or designate.
- 2.14. "Vice Chairperson" means the individual elected annually to fulfill the Chair's duties in the absence of the Chair.

3. PURPOSE

The Committee shall act in an advisory role to Administration and Council subject to the general policies of the Town, for matters pertaining to the planning and development of Parks and Trails Infrastructure in the Town of Bon Accord.

4. MANDATE, ACCOUNTABILITY AND DUTIES:

- 4.1. The mandate of the Committee is to:
 - 4.1.1 Develop a Trails Infrastructure Plan including routes showing connection to existing infrastructure and propose new trail Infrastructure within the Town for Council consideration.
 - 4.1.2. Develop a Parks Infrastructure Plan including the addition of future amenities and playground equipment.
 - 4.1.3. The Parks and Trails Infrastructure Plans should contemplate user perspective, community connectivity, accessibility and safety of the public accessing parks and trails.
- 4.2. Accountability and Duties:
 - 4.2.2. The Committee's actions shall be accountable to Council.
 - 4.2.3. The Council representatives shall report to Council regarding Committee meetings as needed.
 - 4.2.4. The Town Manager and Manager will report updates to Council as needed.
 - 4.2.5. Once complete, the Parks and Trails Infrastructure Plans will be presented to Council for consideration by Administration and Committee representatives as approved by the Committee.

5. MEMBERSHIP

- 5.1. The Committee shall consist of up to nine (9) members to be appointed by resolution of Council.
- 5.2. Membership shall include:

TOWN OF BON ACCORD
BYLAW 2024-06
PARKS AND TRAILS COMMITTEE BYLAW

5.2.1. Two (2) members of Council who shall be appointed annually at the Organizational Meeting of Council.

5.2.2. No less than five (5) and up to seven (7) members of the community at large.

5.3. The Town Manager and Manager shall attend all Committee meetings as Administration representatives and shall act in an advisory and supporting role to the Committee without voting privilege.

5.4. When making appointments to the Committee, Council will consider representation from both the Town and County.

5.5. Committee Members shall not be employees of the Town or County.

5.6. Committee Members (excluding Administration representatives) are voting members.

6. TERMS OF OFFICE

6.1. Council member appointments shall be determined by the Council at their annual Organizational Meeting.

6.2. The term of office of the remaining community appointments shall be until such time as the Committee mandate is fulfilled and/or the Committee is dissolved by Council.

6.3. Membership shall be subject to review by Council at Council's discretion.

6.4. Council, by resolution, may dissolve the Committee at any time, and this relieves all Committee Members of their appointment to the Committee.

7. RESIGNATIONS AND TERMINATIONS

7.1. Any Committee Member may resign from the Committee at any time upon sending written notice to Council through the Town Manager.

7.2. Council may remove a Committee Member by Council resolution.

8. OFFICERS

8.1. The Committee shall elect a Chairperson from its membership at the first Committee meeting following the annual Organizational Meeting of Council. The Chairperson shall not be a member of Council or the Town Manager or Manager.

8.2. The Committee shall elect a Vice Chairperson from its membership at the first Committee meeting following the annual Organizational Meeting of Council. The Vice Chairperson shall not be a member of Council or the Manager.

TOWN OF BON ACCORD
BYLAW 2024-06
PARKS AND TRAILS COMMITTEE BYLAW

9. MEETINGS

- 9.1. The Committee shall hold as many meetings as necessary to fulfill its mandate.
- 9.2. The quorum of the Committee shall be a majority of Committee Members.
- 9.3. Committee meetings shall be open to the public.
- 9.4. All Committee Members including the Chairperson shall vote on all motions before the Committee and in the event of a tie, the motion shall be lost.
- 9.5. Committee Members having a direct pecuniary interest in any item under discussion by the Committee are exempt from clause 9.4 and must declare pecuniary interest and shall abstain from all discussion and voting on any resolution relating to that item.
- 9.6. Minutes shall be taken of all meetings by the Town Manager. A copy of such minutes shall be signed by the Chairperson and the Town Manager and shall be filed at the Town office.
- 9.7. All correspondence and records of the Committee shall be filed in the Town office.
- 9.8. Except where it may conflict with this bylaw, the Committee shall adhere to the Town's Procedural Bylaw for Committee procedures.

10. BUDGETS AND FINANCE

- 10.1. Funds for the **Parks and Trails Committee** are kept in a designated reserve fund, in which all expenditures and revenues shall be accounted for by Town administrative procedures.
- 10.2. All financial decisions, including the budget, shall remain solely at the discretion of Council.

11. LIMITATIONS OF POWER

- 11.1. Neither the Committee nor any member thereof shall have the power to pledge the credit of the Town in connection with any matter whatsoever, nor shall the Committee nor any Committee Member have any power to authorize any expenditure to be charged against the Town.
- 11.2. No Committee Member shall institute any program unless the program is approved by the Committee.
- 11.3. Except when appointed to communicate a decision of the Committee, no Committee Member shall issue or report any order, direction, or instruction to any member of Town staff.

TOWN OF BON ACCORD
BYLAW 2024-06
PARKS AND TRAILS COMMITTEE BYLAW

11.4. It is acknowledged that the normal day-to-day operations and activities will be administered by the Manager under the direction of the Town Manager.

12. SEVERABILITY

12.1. It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions, and it is further the intention of Town Council that if any provision of this Bylaw be declared invalid, that provision shall be deemed to be severed and all other provisions of the Bylaw shall remain in force and effect.

13. COMING INTO FORCE

This Bylaw comes into full force and effect upon the day it receives third and final reading.

READ A FIRST TIME THIS day of

READ A SECOND TIME THIS day of

READ A THIRD TIME THIS day of

SIGNED AND PASSED THIS day of

Mayor Brian Holden

Chief Administrative Officer Jodi Brown

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Jessica Caines, Legislative Services and Communications Coordinator
Title:	Community Events Sign Rental Policy Update
Agenda Item No.	8.2

BACKGROUND/PROPOSAL

At the December 19, 2023 regular Council meeting,

*COUNCILLOR BIDNEY MOVED THAT Council give second reading to 2023-06 Fees and Charges Bylaw as presented. **Carried resolution #23-543***

Following adoption of the above bylaw, the following policies were rescinded at the February 6, 2024 RMC:

- Fees for Service Delivery Policy
- Facility Rentals Policy
- Business License Fees and Penalties Policy
- Tax Penalties Policy
- Release of Information Policy

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Community Events Sign Rental Policy still makes reference to the now rescinded Fees for Service Delivery Policy, therefore, administration recommends updating the Community Events Sign Rental Policy to reference the new Fees and Charges Bylaw. The redlined and clean versions of the amended policy are attached for Council’s review.

Administrative review of the policy also includes changes for flow and grammar and addition/deletion of definitions to improve clarity.

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.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION (by originator)

THAT Council accepts the amendments to the Community Events Sign Rental Policy as presented.

COMMUNITY EVENTS SIGN RENTAL

SECTION: Administration

DEPARTMENT: Administration

COUNCIL APPROVAL DATE: August 19, 2014

LAST REVIEWED BY COUNCIL: [date]

POLICY STATEMENT

The Community Events Sign serves as a platform for members of our community to share and communicate information regarding upcoming events, special celebrations, and promotional messages.

PURPOSE

To establish guidelines and standards for the rental and usage of the Community Events Sign.

SCOPE

This policy applies to any individual, group or business that uses the Community Events Sign.

DEFINITIONS

"Business Advertisement" means any message and/or advertisement, submitted by a business, not including a Community Event.

"Community Event" means any event taking place within the Town of Bon Accord that is of general interest to residents.

"Community Events Sign" means the sign with manually placed letters located in front of the Bon Accord Community Hall.

~~"Employee" means any individual employed by the Town of Bon Accord.~~

"Message" means the content ~~that is~~ displayed on the Community Events Sign.

~~"Regular Business Hours" means 8:30 am – 4:30 pm, Monday to Friday, closed for lunch from 12:00 pm – 12:30 pm and closed all statutory holidays;~~

“Personal Benefits” means a message such as lost and found, classified-style ads such as jobs, wanted, dating or similar.

“Personal Message” means an announcement for a birthday, anniversary or other message of a personal nature.

“Town” means the Town of Bon Accord.

I. RESPONSIBILITIES

1. Community Events Sign scheduling will be coordinated by the Community Services Coordinator or designate.
2. Public Works staff are responsible for updating the Community Events Sign.

II. MESSAGING GUIDELINES

1. Messages submitted by the following are permitted:
 - a. EmployeesTown staff
 - b. Council
 - c. General public
 - d. Community groups
 - e. Businesses hosting or sponsoring a Community Event
 - f. RCMP
 - g. Businesses
 - h. Other emergency agencies or groups
2. Messages types will include:
 - a. Events that are open to the public
 - b. Information of public interest
 - c. Public safety
 - d. Personal messages **such as birthdays**
 - e. Business Advertisements
3. Message priorities are as follows:

- a. Emergency information
 - b. Town information
 - c. Community groups (non-profits)
 - d. Personal Messages
 - e. Business Advertisements, businesses within Bon Accord
 - f. Business Advertisements, businesses outside Bon Accord
 - g. Other
4. Messages that ~~promote the following~~ are not permitted:
- a. Personal benefit (~~i.e.: lost and found~~)
 - b. Religious ~~or view points~~-views
 - c. Political messaging or campaigning
 - d. False, misleading or deceptive information
 - e. ~~Racist or sexist~~ Discriminatory views
 - f. Any other topic at the Town's discretion
 - g. ~~The Town will not be responsible for any sign malfunction, beyond its control—(eg. power failures or technical issues).~~

III. GENERAL PRINCIPLES

1. Booking of the Community Events Sign shall be provided in writing to the Town Office ~~during regular business hours~~; messages must include preferred start and end dates and received two weeks prior to the event.
2. ~~Booking of the~~ Community Events Sign bookings must be received in writing. Messages must include preferred start and end dates and be received two (2) weeks prior to the event.
3. ~~Messages, excluding personal messages, will appear from 9:00 a.m. Monday, to 9:00 a.m. the following Monday.~~
4. ~~Personal Messages will appear for two days before the occasion and the day of the occasion.~~
5. ~~3.~~ Messages may be removed by the Town at any time for any reason with

no prior notification.

~~6.4.~~ The number of messages and the length of messages that can appear on the Community Events Sign within a defined period of time may be limited at the ~~Employee's~~ Town's discretion.

~~7.5.~~ Community Event Sign rentals are dependent on availability and will be booked on a first come, first served basis.

~~6.~~ In an emergency, the Town has the authority to replace any message in order to advise the public. The original booking can either be refunded in full or reposted at a mutually agreed date by both parties ~~with at~~ no extra charge.

~~8.7.~~ In the event of circumstances beyond the Town's control (i.e.: extreme weather, sign repair, etc.), the original booking can either be refunded in full or reposted at a mutually agreed date by both parties at no extra charge.

~~9.8.~~ The Town reserves the right to edit or refuse a message.

~~10.9.~~ ~~It is the responsibility of the Parks and Recreation staff to program the sign.~~

~~11.10.~~ Business Advertisements will be allowed on a first come, first served basis. Each business is permitted to advertise a maximum of one week, once per month.

~~12.11.~~ Space will be allocated based on availability according to the message priorities and at the Town's discretion ~~of the employee.~~

~~13.12.~~ Businesses ~~within Bon Accord~~ submitting ~~business~~ Business advertisements Advertisements require a current Bon Accord Business License in accordance with our Business License Bylaw.

IV. FEES

Fees shall be paid in full at the time of booking and are charged in accordance with the Fees and Charges Bylaw, as amended from time to time.

COMMUNITY EVENTS SIGN RENTAL

SECTION: Administration

DEPARTMENT: Administration

COUNCIL APPROVAL DATE: August 19, 2014

LAST REVIEWED BY COUNCIL: [date]

POLICY STATEMENT

The Community Events Sign serves as a platform for members of our community to share and communicate information regarding upcoming events, special celebrations, and promotional messages.

PURPOSE

To establish guidelines and standards for the rental and usage of the Community Events Sign.

SCOPE

This policy applies to any individual, group or business that uses the Community Events Sign.

DEFINITIONS

"Business Advertisement" means any message and/or advertisement, submitted by a business, not including a Community Event.

"Community Event" means any event taking place within the Town of Bon Accord that is of general interest to residents.

"Community Events Sign" means the sign with manually placed letters located in front of the Bon Accord Community Hall.

"Message" means the content displayed on the Community Events Sign.

"Personal Benefits" means a message such as lost and found, classified-style ads such as jobs, wanted, dating or similar.

"Personal Message" means an announcement for a birthday, anniversary or other message of a personal nature.

"Town" means the Town of Bon Accord.

I. RESPONSIBILITIES

1. Community Events Sign scheduling will be coordinated by the Community Services Coordinator or designate.
2. Public Works staff are responsible for updating the Community Events Sign.

II. MESSAGING GUIDELINES

1. Messages submitted by the following are permitted:
 - a. Town staff
 - b. Council
 - c. General public
 - d. Community groups
 - e. Businesses hosting or sponsoring a Community Event
 - f. RCMP
 - g. Businesses
 - h. Other emergency agencies or groups
2. Message types include:
 - a. Events that are open to the public
 - b. Information of public interest
 - c. Public safety
 - d. Personal messages
 - e. Business Advertisements
3. Message priorities are as follows:
 - a. Emergency information
 - b. Town information

- c. Community groups (non-profits)
 - d. Personal Messages
 - e. Business Advertisements, businesses within Bon Accord
 - f. Business Advertisements, businesses outside Bon Accord
 - g. Other
4. Messages that are not permitted:
- a. Personal benefit
 - b. Religious views
 - c. Political messaging or campaigning
 - d. False, misleading or deceptive information
 - e. Discriminatory views
 - f. Any other topic at the Town's discretion
- III. GENERAL PRINCIPLES**
1. Booking of the Community Events Sign shall be provided in writing to the Town Office; messages must include preferred start and end dates and received two weeks prior to the event.
 2. Community Events Sign bookings must be received in writing. Messages must include preferred start and end dates and be received two (2) weeks prior to the event.
 3. Messages may be removed by the Town at any time for any reason with no prior notification.
 4. The number of messages and the length of messages that can appear on the Community Events Sign within a defined period of time may be limited at the Town's discretion.
 5. Community Event Sign rentals are dependent on availability and will be booked on a first come, first served basis.
 6. In an emergency, the Town has the authority to replace any message in order to

advise the public. The original booking can either be refunded in full or reposted at a mutually agreed date by both parties at no extra charge.

7. In the event of circumstances beyond the Town's control (i.e.: extreme weather, sign repair, etc.), the original booking can either be refunded in full or reposted at a mutually agreed date by both parties at no extra charge.
8. The Town reserves the right to edit or refuse a message.
- 9.
10. Business Advertisements will be allowed on a first come, first served basis. Each business is permitted to advertise a maximum of one week, once per month.
11. Space will be allocated based on availability according to the message priorities and at the Town's discretion.
12. Businesses submitting Business Advertisements require a current Bon Accord Business License in accordance with our Business License Bylaw.

IV. FEES

Fees shall be paid in full at the time of booking and are charged in accordance with the **Fees and Charges Bylaw**, as amended from time to time.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	May 7, 2024
Presented by:	Falon Fayant, Corporate Services Manager
Title:	2024 Taxation Rates Bylaw 2024-05
Agenda Item No.	8.3

BACKGROUND/PROPOSAL

The projected municipal tax levy increase per the 2024 budget passed at the November 7th regular meeting was 2.6% for residential, non-residential vacant, farmland, machinery and equipment and 0% for non-residential. The budgeted tax revenue required is \$1,731,171. Assessments have increased by 1%.

The Combined Assessment and Tax notices must be sent out before the end of May to meet legislated requirements. Notices must be sent at least 30 days before the taxation deadline, which is June 30th. Given the timing requirement to send out the notices and to allow for appropriate administration time to prepare and send the notices (we are also utilizing a new software system), the following options are suggested:

- If Council accepts the proposed rates in the attached Bylaw 2024-05, then Council could move to pass all three readings of the bylaw at this meeting. The 2023 tax bylaw was also given all three readings in one meeting.
- Or:
- Council could direct administration to prepare Bylaw 2024-05 with Council's selected option presented below and also direct administration to hold a special meeting to approve the bylaw.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following options were presented at the April 24th Committee of the Whole meeting:

Option #1: Increase the rates by the budgeted amount.

Assessment Class	Assessment Value	Tax Rate	Increase	Projected Revenue	Projected Levy**	Per Month
Class 1: Residential	146,527,000	0.010819098	2.60%	1,585,566	2,723.87	226.99
Class 2: Non-Residential	7,577,060	0.019421080	0.00%	147,485	7,358	613.14
Class 2: Non-Residential Vacant	454,000	0.036408492	2.60%	16,529	3,306	275.49
Class 3: Farmland	63,200	0.052109042	2.60%	3,849	549	45.74
Class 4: Machinery & Equipment	47,740	0.019970926	2.60%	953	953	79.45
TOTAL	156,186,250			1,761,107		
Increase/Decrease in Revenue				29,936		

Option #2: No increase.

Assessment Class	Assessment Value	Tax Rate	Increase	Projected Revenue	Projected Levy**	Per Month
Class 1: Residential	146,527,000	0.01054493	0.00%	1,545,416	2,654.84	221.24
Class 2: Non-Residential	7,577,060	0.019421080	0.00%	147,485	7,358	613.14
Class 2: Non-Residential Vacant	454,000	0.03548586	0.00%	16,111	3,222	268.51
Class 3: Farmland	63,200	0.05078854	0.00%	3,775	535	44.58
Class 4: Machinery & Equipment	47,740	0.01946484	0.00%	929	929	77.44
TOTAL	156,186,250			1,720,440		
Increase/Decrease in Revenue				-10,731		

Option #3: Increase the rates by the percentage suggested within the funding strategies presented to Council in 2023.

Assessment Class	Assessment Value	Tax Rate	Increase	Projected Revenue	Projected Levy**	Per Month
Class 1: Residential	146,527,000	0.010792736	2.35%	1,581,706	2,717.23	226.44
Class 2: Non-Residential	7,577,060	0.019421080	0.00%	147,485	7,358	613.14
Class 2: Non-Residential Vacant	454,000	0.036319778	2.35%	16,489	3,298	274.82
Class 3: Farmland	63,200	0.051982071	2.35%	3,842	548	45.63
Class 4: Machinery & Equipment	47,740	0.019922264	2.35%	951	951	79.26
TOTAL	156,186,250			1,757,197		
Increase/Decrease in Revenue				26,026		

Option #4: Increase rates to collect the budgeted revenue required (as closely as possible).

Assessment Class	Assessment Value	Tax Rate	Increase	Projected Revenue	Projected Levy**	Per Month
Class 1: Residential	146,527,000	0.010624017	0.75%	1,556,998	2,674.75	222.90
Class 2: Non-Residential	7,577,060	0.019421080	0.00%	147,485	7,358	613.14
Class 2: Non-Residential Vacant	454,000	0.035752004	0.75%	16,231	3,246	270.52
Class 3: Farmland	63,200	0.051169454	0.75%	3,796	539	44.92
Class 4: Machinery & Equipment	47,740	0.019610826	0.75%	936	936	78.02
TOTAL	156,186,250			1,732,171		
Increase/Decrease in Revenue				1,000		

At the Committee of the Whole meeting, Council discussed an additional Option for a 2% increase (excluding non-residential).

Option #5:

Assessment Class	Assessment Value	Tax Rate	Increase	Projected Revenue	Projected Levy**	Per Month
Class 1: Residential	146,527,000	0.010755829	2.00%	1,576,301	2,707.94	225.66
Class 2: Non-Residential	7,577,060	0.019421080	0.00%	147,485	7,357.73	613.14
Class 2: Non-Residential Vacant	454,000	0.036195577	2.00%	16,433	3,286.56	273.88
Class 3: Farmland	63,200	0.051804311	2.00%	3,832	545.67	45.47
Class 4: Machinery & Equipment	47,740	0.019854137	2.00%	948	947.84	78.99
TOTAL *including annexed	156,186,250			1,751,815		
Increase/Decrease in Revenue				20,644		

**Projected Levy is based on the average assessment and will vary for each taxpayer.

The average assessments are as follows:

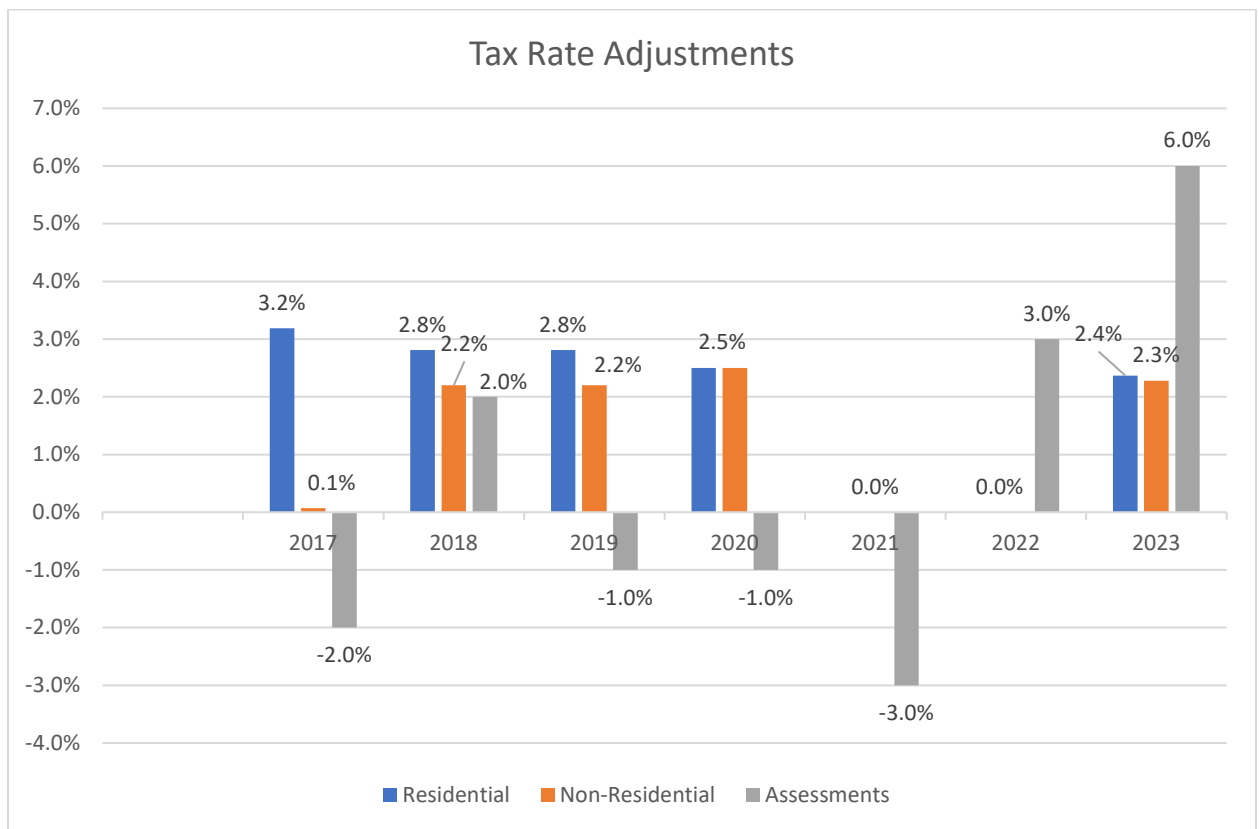
CLASS	DESCRIPTION	Average Assessment
Class 1	Residential	251,765
Class 2	Non-Residential	378,853
Class 2-Vac	Non-Residential Vacant	90,800
Class 3	Farmland	10,533
Class 4	Machinery & Equipment	47,740

Prior year (2023) average assessment and levy values:

CLASS	DESCRIPTION	Assessment	Rate	Levy	Per Month
Class 1	Residential	250,451	0.01054493	2,641	220
Class 2	Non-Residential	315,682	0.01942108	6,131	511
Class 2-Vac	Non-Residential Vacant	74,800	0.03548586	2,654	221
Class 3	Farmland	10,533	0.05078854	535	45
Class 4	Machinery & Equipment	45,080	0.01946484	877	73

Further Information:

- Municipal property taxes are the largest source of revenue for the Town. They are primarily used to support services and infrastructure such as roads, parks, recreation services, protective services such as bylaw, fire, policing, and emergency management, water and waste management, and other essential public services.
- The passing of the 2024 operating and capital budget supported a 2.6% tax rate increase.
- Bylaw 2024-05 reflects a tax rate increase of 2%.
- The following chart reflects the 7-year tax rate adjustments for the Town and the increase or decrease in assessments for the year:



- The Government of Alberta sets the education requisition amounts, which are collected by the municipalities and forwarded to the province each year.
- The Seniors' requisition is set by Homeland Housing per the Alberta Social Housing Act and is out of the Town's control.
- The designated industrial (DI) property requisition tax rate is set annually by the Government of Alberta and applies to all industrial properties.

- Annexed properties are taxed at the Sturgeon County municipal tax rates, accounting for \$6,816 of the projected revenue collected. Sturgeon County budgeted for a 2.13% tax increase and passed a 1.37% tax increase.

STRATEGIC ALIGNMENT

Values Statement of **Service Excellence**: Administration and Council strive for the highest standard of service delivery and governance.

Values Statement of **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

2024 operating and capital budget.

RECOMMENDED ACTION (by originator)

THAT ...Council gives 1st reading to Bylaw 2024-05 2024 Taxation Rates as presented.

THAT ...Council gives 2nd reading to Bylaw 2024-05 2024 Taxation Rates as presented.

THAT ... Council gives unanimous consent to hear all three readings of Bylaw 2024-05 2024 Taxation Rates.

THAT ...Council gives 3rd and final reading of Bylaw 2024-05 2024 Taxation Rates as presented.

OR:

THAT ...Council directs the administration to prepare the tax bylaw with the rates from Option [insert choice here] and further, that administration advertise and hold a special meeting of Council to approve the bylaw.

**TOWN OF BON ACCORD
2024 TAXATION RATES
BYLAW 2024-05**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF BON ACCORD FOR THE 2024 TAXATION YEAR.

WHEREAS, the Town of Bon Accord has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the council meeting held November 7th, 2023; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Bon Accord for 2024 total \$4,767,433 and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$3,036,262 and \$1,731,171 is to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$376,941
Non-residential	\$27,546
Homeland Housing	\$14,014
Designated Industrial Property (Including M&E)	\$154.84

WHEREAS, the Council of the Town of Bon Accord is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000 and

WHEREAS, the assessed value of all taxable property in the Town of Bon Accord as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$146,527,000
Farmland	\$63,200
Non-residential vacant	\$454,000
Machinery & Equipment	\$47,740
Non-residential	\$7,577,060
Residential – Annexed	\$1,371,210
Farmland – Annexed	\$99,100
Machinery & Equipment - Annexed	\$46,940
	<u>\$156,186,250</u>

**TOWN OF BON ACCORD
2024 TAXATION RATES
BYLAW 2024-05**

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Town of Bon Accord, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Bon Accord.

	TAX LEVY	ASSESSMENT	TAX RATE
<u>General Municipal</u>			
Non-Residential	\$147,485	\$7,577,060	.01942108
Machinery & Equipment	\$948	\$47,740	.01985414
Residential	\$1,576,301	\$146,527,000	.01075583
Farmland	\$3,832	\$63,200	.05180431
Non-Residential Vacant	\$16,433	\$454,000	.03619558
Annexed Non-Residential/M&E	\$512	\$46,940	.01091700
Annexed Residential	\$5,307	\$1,371,210	.00387040
<u>Annexed Farmland</u>	<u>\$997</u>	<u>\$99,100</u>	<u>.01005610</u>
	\$1,751,815	\$156,186,250	
<u>Education</u>			
Residential/Farmland	\$376,941	\$148,060,510	.002545859
<u>Non-residential</u>	<u>\$27,546</u>	<u>\$8,078,000</u>	<u>.003410051</u>
	\$404,487	\$156,138,510	
<u>Homeland Housing</u>	\$14,014	\$156,186,250	.000089726
<u>Designated Industrial</u>	\$154.84		.076500000

2. That levy values for annexed properties are calculated based on Section 5(2) of Order in Council 032/2018 that states annexed land and assessable improvements must be assessed and levied as if they had remained in Sturgeon County.
3. The minimum amount payable as property tax for general municipal purposes shall be \$300.00. This minimum amount shall not apply to general municipal annexed land.
4. The minimum amount payable as property tax for general municipal purposes on annexed land shall be \$25.00.
5. The rates in this Bylaw shall also apply to the assessed value of all designated industrial property.

**TOWN OF BON ACCORD
2024 TAXATION RATES
BYLAW 2024-05**

It is the intention of the Town Council that each separate provision of this bylaw shall be deemed independent of all other provisions, and it is further the intention of the Town Council that if any provision of this bylaw be declared as invalid, that provision shall be deemed to be severed and all other provisions of the Bylaw shall remain in force and effect.

This Bylaw shall come into full force and effect upon the day it receives third and final reading by Council.

READ A FIRST TIME THIS 7th day of May 2024.

READ A SECOND TIME THIS 7th day of May 2024.

READ A THIRD TIME THIS 7th day of May 2024.

SIGNED AND PASSED THIS 7th day of May 2024.

Mayor Brian Holden

Chief Administrative Officer Jodi Brown

From: Jackie Switzer
To: Jessica Cairnes; Brian Holden
Subject: Thank you!
Date: April 19, 2024 3:48:55 PM



Families First Society
FORT SASKATCHEWAN

Safe, strong, healthy future generations

April 8, 2024

Fort Saskatchewan Families First Society would like to express a sincere thank you for your contribution to our fundraising event on March 23 at the Bear's Den.

Through your generosity, we were able to raise \$31,169.43 from the silent and live auctions and through various raffles! In addition, iA Private Wealth donated \$15,000 to our Healing Homes Program and Switzer Financial Services matched their donation of \$15,000 for Families First to use as needed.

These funds will be used toward programming and support that is greatly needed in our community.

When our village works together, we will improve the lives of community members! Thank you again for your donation and I hope we can count on your support again in the future.

With deepest gratitude,

Jacqueline Dagneau, MSc, RSW
Executive Director

- English

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- Email - French

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ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 28526

May 01, 2024

His Worship Brian Holden
Mayor
Town of Bon Accord
PO Box 779
Bon Accord AB T0A 0K0
bholden@bonaccord.ca

Dear Mayor Holden:

Your March 4, 2024 letter to Honourable Danielle Smith, Premier of Alberta, regarding the Royal Canadian Mounted Police (RCMP) and the future of policing in Alberta, was forwarded to the Ministry of Public Safety and Emergency Services for a response. As the Minister of Public Safety and Emergency Services (PSES), I appreciate the opportunity to respond and provide you with the following information.

The Government of Alberta is committed to public safety in our province, which is why we are actively engaging the federal government in conversations about RCMP staffing and working towards immediate solutions within our jurisdiction. As a former police officer and the Minister responsible for law enforcement in Alberta, I want to emphasize my appreciation for the valuable contributions made by the RCMP members across the province. However, staffing vacancies remains a concern for communities and the provincial government.

Unfortunately, the federal government is not staffing Alberta adequately with full time RCMP members. On average, Alberta is currently 21.6% understaffed across RCMP detachments when compared to the full-time equivalents we are paying for. It is our understanding that nationally this number is about 17%. Many municipalities are telling me their RCMP detachment vacancy rates are upwards of 30%. In short, we are supposed to have 1,911 officers in the communities and we only have 1,498 which means we are paying approximately \$16 million for close to 200 on-leave positions that the federal government has not filled.

With the current levels of crime across Alberta, these shortfalls are creating an environment where criminal activity can thrive. I want to be clear, I do not have a preference to which uniform police officers wear. I do however expect staffing levels to match what is being paid for, regardless of the police service utilized.

.../2

The Government of Alberta continues to participate in the Government of Canada's ongoing review of RCMP contract policing. We look forward to additional opportunities to discuss the future of RCMP contract policing with the federal government and communities. While this review is ongoing, Alberta's government continues to invest in the RCMP provincial police service to ensure Albertans are safe and protected in their communities. This year, we provided an additional \$20.9 million to communities covered by the Provincial Police Service Agreement to bolster the RCMP's capacity to respond to crime across the province. However, many of the additional positions that have been funded remain unfilled, despite the increase in need.

As the Minister responsible for public safety in Alberta, I am required to explore any opportunities to increase public safety and be prepared for any decision the federal government may make regarding contract policing. That is why I have developed the Indigenous and Municipal Police Transition Study Grant program for municipalities, First Nations, and Metis Settlements across Alberta. They are eligible to explore the option of alternative policing models for their communities by applying for this independent study grant. More information can be found at www.alberta.ca/indigenous-municipal-police-transition-study-grant.aspx.

Thank you again for taking the time to write. I assure you that my highest priority is for Albertans to feel safe, secure and protected in their communities. I remain committed to ensuring that we have appropriate staffing levels for police here in Alberta.

Sincerely,



Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

cc: Honourable Danielle Smith
Premier of Alberta

From: [Jessica Caines](#)
To: [Jessica Caines](#)
Subject: FW: Bill 11 Resolutions at Alberta Municipalities
Date: April 29, 2024 9:30:06 AM
Attachments: [image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)

From: Maryanne King <mking@npf-fpn.com>
Sent: Friday, April 26, 2024 12:53 PM
To: Brian Holden <bholden@bonaccord.ca>
Cc: Info <info@bonaccord.ca>
Subject: Bill 11 Resolutions at Alberta Municipalities

Hello Mayor Holden,

I hope this email finds you well.

As you may know, the Government of Alberta recently introduced Bill 11, *the Public Safety Statutes Amendment Act, 2024*. This Bill was introduced to the Assembly without the due consideration or consultation of Albertans, public safety partners, and Municipal leaders such as yourself. Additionally, the province's existing Police Funding Model introduced in 2019 is set to expire in 2025.

Costs for municipalities have already increased since Government began billing municipalities under the new Police Funding Model. Further, we know that the Government's last examination of a provincial police service found that Albertans would be shouldered with \$550 million in transition costs and over \$180 million in annual increased operating costs. When Albertans learned that these costs could lead to increased municipal taxes or other service reductions or fee increases, municipalities and the public voiced their concerns to Government. While we had thought Government had heard Albertans the first time, it seems that Government intends to implement a new provincial police service through Bill 11 as an Independent Agency Police Service without due consideration by communities like yours and all Albertans.

I am connecting to ask whether yourself and Council would consider moving a resolution at the 2024 Alberta Municipalities Convention on this matter. If so, I have attached two draft resolutions for your consideration to submit in whole or in part. We have appreciated your ongoing support for the Alberta RCMP and consideration of the best interests of Albertans' public safety needs.

We appreciate your consideration of these resolutions on behalf of the RCMP Members serving Albertans across the province every day.

Thank you in advance for your consideration of a resolution. Should you have any questions on the draft resolutions, or any other policing related matters, we are more than happy to schedule a meeting. Please don't hesitate to connect with me.

Kind regards,

Maryanne King

Policy Advisor | Conseiller Politique

Pronouns: She/Her

National Police Federation | Fédération de la Police Nationale

(587) 672-0695

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NATIONALE**™



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Police Funding Model Value to Municipalities

Moved by: Name of Municipality
Seconded by: Name of Municipality

WHEREAS rural and suburban municipalities have asked the Government of Alberta for additional public safety personnel across their communities to address increased incidents of crime and support community safety;

WHEREAS the *Police Funding Regulation* or otherwise known as the current Police Funding Model (PFM) implemented by the Government of Alberta came in to force on April 1, 2020 and is set to expire in 2025;

WHEREAS the introduction of the new PFM saw municipalities cover additional costs not previously borne through the Provincial Police Service Agreement, but stated that these increased costs through the new PFM would be directed toward additional frontline police officers through the Alberta RCMP;

WHEREAS equitable investments have not been made by the Government of Alberta that effectively support the Alberta RCMP in serving a growing provincial population across municipalities, promoted by the Province;

WHEREAS the Government of Alberta can access and support existing services that bolster public safety, including the Alberta Sheriffs, the Alberta RCMP, Municipal Services, Municipal Peace Officers, and other provincial Peace Officer personnel, thereby rendering the creation of an additional service such as an Independent Agency Police Service to be unnecessary and duplicative in nature, aggravating personnel and funding strains between services and increasing costs to municipalities and all Albertans;

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for any possible funding or other resources provided by the Government of Alberta to be directed toward the Alberta RCMP as the province's existing provincial police service, alongside commensurate investments made in municipal police services, rather than toward the creation of a new or additional Independent Agency Police Service in Alberta.

BACKGROUND:

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. 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, there has not yet been quantifiable evidence of these additional

costs resulting in additional public safety personnel for municipalities that began to shoulder costs introduced by the new PFM.

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. For years, the Government of Alberta has not been ensuring that officer strength has been met and made little investments in pursuing the fulfillment of this strength. 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 for the province's provincial police service, the Alberta RCMP. These additional personnel constitute a 5% increase in the current amount of police personnel.

With the Government of Alberta pursuing the creation of an Independent Agency Police Service (IAPS) through the introduction of Bill 11 on March 13, 2024, the introduction of a new provincial police agency is being explored unilaterally without consideration of stakeholders, existing public safety services, and municipal leaders. Any IAPS established through the changes to the *Police Act* made by Bill 11 has not been duly costed or examined for efficiencies compared to existing public safety services. Previous studies undertaken by PriceWaterhouseCoopers demonstrated that a new provincial police service would cost over \$550 million in one-time transition costs and an additional \$164 million in annual operational costs when compared to the existing provincial police service. Rather than increasing costs to municipalities and Albertans through re-exploring the establishment of a new provincial police service, Government should direct any additional investment to the province's existing provincial police service, the Alberta RCMP. Investments should further be made in municipal police services that are commensurate to funding for the provincial service, thereby bolstering the public safety of all Alberta municipalities.

Establishment of an Independent Agency Police Service in Alberta

Moved by: Name of Municipality
Seconded by: Name of Municipality

WHEREAS Alberta Municipalities has previously advocated for the comprehensive review of the Alberta *Police Act* that engages policing agencies, stakeholders, and fulsomely addresses areas of the *Police Act* that would benefit from extensive review and modernization, including oversight functions and updates that would enhance public confidence across Alberta's police services;

WHEREAS an Independent Agency Police Service may be created by Government through unilateral amendments to the *Police Act* that were not considered by municipalities or key stakeholders prior to their introduction and adoption;

WHEREAS Alberta Municipalities found that 85 per cent of respondents to an Alberta Municipalities commissioned survey agree that if the Government of Alberta insisted on going ahead with the creation of an Alberta Police Service (APS), the matter needed to be put to a provincial vote;

WHEREAS Alberta Municipalities has advocated for a provincewide Public Safety Task Force led by Government since September 2022 to address the root causes of crime and weaknesses in Alberta's justice system;

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for a public itemized costing of any Independent Agency Police Service to be provided by the Government of Alberta, complete with a detailing of costs borne to municipalities through the existing or a future Police Funding Model facilitated by Government, and that any Independent Agency Police Service is not introduced prior to substantive consultation and quantifiable support from municipalities and Albertans-at-large.

BACKGROUND:

Introduced on March 13, 2024, Bill 11, *the Public Safety Statutes Amendment Act, 2024* amends the *Corrections Act* to create legislation that would allow for the Government to launch and implement an ankle bracelet monitoring program. The Bill further amends the *Police Act* to create an independent agency police service (IAPS) and oversight board (OB). Of concern to all Alberta municipalities is the ability granted through the legislation for Alberta's Minister of Public Safety to launch an IAPS in any area of the province without significant mechanisms for the involvement and consideration of local leadership.

Details such as a timeline, full consideration of the scope or mandate, clear direction on oversight and accountability mechanisms, or detailed costs and intention of launching an IAPS are not currently available to municipalities and Albertans. The Public Safety Minister has stated that the intention of the legislation is not to replace the Alberta RCMP but is to supplement the RCMP through an IAPS performing duties such as the ones currently undertaken by the Alberta Sheriffs. However, the inclusion of the IAPS through this legislation in the *Police Act* means that any possible IAPS officer is of the same legislative position as other police officers in Alberta. This is contrary to expanding the role of the Alberta Sheriffs, as Sheriffs are granted authorities under the existing *Peace Officer Act*.

Municipalities and public safety partners such as the Alberta Sheriffs and the Alberta RCMP were not consulted on this legislation. Without the fulsome consultation and involvement of key stakeholders and local leaders throughout the *Bill's* development, the legislation does not comprehensively consider the impact it will have on any municipality that is under the jurisdiction of a possible IAPS. Alberta Municipalities has repeatedly advocated to Government that municipal leadership must be involved in the development of legislation that concerns public safety systems in the province. The consideration of this *Bill* without due consultation with municipalities adds to the amount of legislative changes, programs, and other initiatives implemented unilaterally by Government without recognizing municipalities' role in governance and the advancement of their communities' interests.

As information remains sparse and inaccessible to both municipalities and Albertans-at-large regarding the cost, mandate, and oversight functions necessitated by the creation of an IAPS, this resolution should be granted a moderate-high rating. The scope of the IAPS that the *Bill* provides a function for creating has not been clarified or duly explained to municipalities. With the next iteration of the Police Funding Model due to be implemented for the 2025-2026 fiscal year, these considerations must be duly examined prior to any future changes in the costs levied to municipalities for their public safety services, and prior to any further advancement toward the establishment of an IAPS.