

Town of Bon Accord
AGENDA
Regular Council Meeting
June 4, 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. World Oceans Day (enclosure)
 - 3.2. Pride Month (enclosure)
 - 3.3. Alberta Seniors' Week (enclosure)
 - 3.4. National indigenous People's Day (enclosure)
- 4. ADOPTION OF MINUTES**
 - 4.1. Regular Meeting of Council; May 21, 2024 (enclosure)
 - 4.2. Committee of the Whole Meeting; May 29, 2024 (enclosure)
- 5. DELEGATION**
- 6. UNFINISHED BUSINESS**
 - 6.1. Revise Public Hearing Date for LUB and MDP Amending Bylaws (enclosure)
- 7. NEW BUSINESS**
 - 7.1. July 2 RMC Time Change (enclosure)
 - 7.2. Drought and Flood Protection Program Application for the Stormwater Facility Retrofit Project (enclosure)
 - 7.3. Council Workshop Proposal (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
 - 8.1. Parks and Trails Committee Bylaw 2024-06 – Second and Third Readings (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
 - 9.1. 2024 Summer Municipal Leaders' Caucus (enclosure)
- 10. CORRESPONDENCE**
- 11. NOTICE OF MOTION**
 - 11.1. Colour Changing Cups – Councillor Laing (enclosure)
 - 11.2. Walking Path – Councillor Laing (enclosure)
- 12. CLOSED SESSION**
 - 12.1. Facility Contract Proposal – *FOIP Act Section 21 Disclosure harmful to intergovernmental relations and Section 24 Advice from officials*

Town of Bon Accord
AGENDA
Regular Council Meeting
June 4, 2024, 6:00 p.m. in Council Chambers
Live Streamed on Bon Accord YouTube Channel

13. ADJOURNMENT

PROCLAMATION

WORLD OCEANS DAY June 8, 2024

WHEREAS, Saturday, June 8, 2024, is the 32nd annual World Ocean's Day. World Oceans Day is the United Nations Day for celebrating the role of the ocean in everyday life and inspiring action to protect it; and

WHEREAS, countries around the world, including Canada as a prominent leader, have committed to protecting 30% of their ocean territory by 2030 in order to reverse nature loss in the ocean and safeguard at-risk marine life; and

WHEREAS, the ocean is home to hundreds of species at risk, vulnerable ecosystems, and is a crucial carbon sink shielding us from the worst of climate change; and

WHEREAS, the ocean produces over half of the world's oxygen and absorbs 50 times more carbon dioxide than our atmosphere. Therefore, protecting the ocean is in the interest of all life on earth, and communities both coastal and inland, as it is essential to our shared future; and

WHEREAS, it is the jurisdiction of the Government of Canada, under various pieces of legislation and regulation, to establish marine protected areas in consultation with Indigenous Peoples. Many Indigenous nations and communities are leading in the conservation of the ocean and have been stewards of the ocean since time immemorial; and

WHEREAS, it is important for municipal leaders to demonstrate support for actions to safeguard the ocean, as they have for action on climate change and other environmental matters of national importance; and

WHEREAS, 2024 launches a multi-year theme: Catalyzing Action for Our Ocean & Climate which aims to create not only a healthy blue planet, but also a more just, equitable and sustainable society; and

WHEREAS, in celebrating the ocean, and protecting its habitats and ecosystems, we can together raise the profile of ocean conservation's critical role in improving planetary health and slowing the crisis of species collapse and ecosystem decline.

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim June 8, 2024 as World Oceans Day in the Town of Bon Accord and encourage all citizens to recognize this day and support national and international efforts to protect 30% of the ocean by 2030.

Mayor Brian Holden

Date

PROCLAMATION

PRIDE MONTH June 2024

WHEREAS, June is recognized as Pride Month in Canada and around the world as an opportunity to celebrate diversity, promote equal rights, and build awareness of the challenges faced by the LGBTQ2S+ community; and

WHEREAS, Pride Month is an opportunity to prevent discrimination and promote acceptance and inclusion of all, and to support the development of harmonious and respectful relationships amongst all members of our community; and

WHEREAS, Bon Accord celebrates the diversity of our gender and sexual minority communities including Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Two-Spirit, and more (LGBTQ2S+), and expresses a commitment to diversity, equity and inclusion in our organization and our community; and

WHEREAS, during Pride Month we can all reflect on the progress made to recognize and protect the rights of LGBTQ2S+ communities, and the work that still needs to be done;

NOW THEREFORE on behalf of Council, I, Mayor Brian Holden of the Town of Bon Accord, do hereby proclaim the month of June 2024 as “Pride Month” and encourage all citizens to observe this month.

Mayor Brian Holden

Date

PROCLAMATION

SENIORS' WEEK **June 3 – 9, 2024**

WHEREAS, seniors make a difference in our community, from supporting family and friends to volunteering; and

WHEREAS, the value seniors bring to a community is priceless as they hold our history, have valuable memories and stories of where we come from, and experiences that help us as we look to the future; and

WHEREAS, this year marks the 39th anniversary of Seniors' Week in Alberta to honour the enormous contributions in the Town of Bon Accord and across the province;

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim June 3 – 9, 2024 as "Seniors' Week" in the Town of Bon Accord and encourage all citizens to observe this week.

Mayor Brian Holden

Date

PROCLAMATION

NATIONAL INDIGENOUS PEOPLES DAY June 21, 2024

WHEREAS, the Town of Bon Accord respectfully acknowledges that we are located on Treaty 6 territory, a traditional meeting ground, gathering place and travelling route for diverse Indigenous peoples including the Cree, Saulteaux, Blackfoot, Métis, Dene, and Nakota Sioux whose histories, languages, and cultures continue to influence our vibrant community; and

WHEREAS, the Governor General of Canada declared June 21st as National Aboriginal Day in 1996 as an opportunity to honour, learn and reflect on the rich, diverse cultures of Indigenous Peoples and the unique heritage, traditions, and knowledge of First Nations, Métis and Inuit Peoples; and

WHEREAS, the Prime Minister renamed June 21st as National Indigenous Peoples Day in 2017; and

WHEREAS, First Nations, Inuit, and Métis Peoples make vital contributions to advancing arts, culture, equity, safety, and community wellbeing; and

WHEREAS, the Town of Bon Accord strives to create long-term, systemic change and new relations based on mutual understanding and respect;

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim June 21, 2024 as “National Indigenous Peoples Day” in the Town of Bon Accord and encourage all citizens to observe this day.

Mayor Brian Holden

Date

**Town of Bon Accord
Regular Meeting of Council Minutes
May 21 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
Rhiannon Gammon – Economic Development and Planning Officer
Jessica Caines – Legislative Services and Communications Coordinator
Nicole Paproski – Administration and Community Services Assistant

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

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

ADOPTION OF AGENDA

There were no objections to postponing the presentation by Magna Engineering.

COUNCILLOR LARSON MOVED THAT Council adopt the May 21, 2024 agenda as amended.

CARRIED UNANIMOUSLY RESOLUTION 24-210

ADOPTION OF MINUTES

Regular Meeting of Council; May 7, 2024

DEPUTY MAYOR MAY MOVED THAT Council adopt the May 7, 2024 Regular Meeting of Council minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-211

DELEGATION

Matt Roblin and Chad Moore – Monthly Bylaw Enforcement Reports

COUNCILLOR LARSON MOVED THAT Council accept the delegation as information.

CARRIED UNANIMOUSLY RESOLUTION 24-212

S/Sgt. Darcy McGunigal – Morinville RCMP – Quarterly Reports

COUNCILLOR BIDNEY MOVED THAT Council accept the delegation as information.

CARRIED UNANIMOUSLY RESOLUTION 24-213

DEPARTMENTS REPORT

**Town of Bon Accord
Regular Meeting of Council Minutes
May 21 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

COUNCILLOR BIDNEY MOVED THAT Council accepts the departments report as information.

CARRIED UNANIMOUSLY RESOLUTION 24-214

COUNCILLOR BIDNEY MOVED THAT Council directs administration to provide electronic speed sign reports quarterly.

CARRIED UNANIMOUSLY RESOLUTION 24-215

UNFINISHED BUSINESS

Fallen Heroes Foundation Project Proposal

COUNCILLOR LARSON MOVED THAT Councillor Larson discuss the Fallen Heroes Foundation Project Proposal with Darren Longstaff and bring back to administration with an update to be included in an upcoming report.

CARRIED UNANIMOUSLY RESOLUTION 24-216

COUNCILLOR BIDNEY MOVED THAT Council decline the purchase of the Fallen Heroes Foundation Project Proposal.

MOTION TO AMEND:

MAYOR HOLDEN MOVED THAT Council amend the motion on the floor to add the words “for the time being” after the word “decline”.

2 Opposed

CARRIED RESOLUTION 24-217

UPDATED MOTION:

COUNCILLOR LAING MOVED THAT Council decline for the time being the purchase of the Fallen Heroes Foundation Project Proposal.

CARRIED UNANIMOUSLY RESOLUTION 24-218

Mayor Holden called a short recess at 10:35 a.m.

Mayor Holden called the meeting back to order at 10:40 a.m.

NEW BUSINESS

Notice of Motion: Dust Control 49 Street

COUNCILLOR LARSON MOVED THAT Council direct administration to add dust control on 49 street and to be funded from contracted services contingency or unrestricted surplus.

4 Opposed

DEFEATED RESOLUTION 24-219

Developer Mixer Event

**Town of Bon Accord
Regular Meeting of Council Minutes
May 21 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

DEPUTY MAYOR MAY MOVED THAT Council approves the reallocation of \$2,000 in the development budget from advertising to Economic Development planning and strategy for the Developer Mixer.

CARRIED UNANIMOUSLY RESOLUTION 24-220

BYLAWS/POLICIES/AGREEMENTS

Bylaw 2024-07 Land Use Bylaw Amendments and Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments – First Readings

COUNCILLOR LARSON MOVED THAT Council gives first reading to Bylaw 2024-07 Land Use Bylaw Amendments as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-221

DEPUTY MAYOR MAY MOVED THAT Council gives first reading to Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-222

COUNCILLOR BIDNEY MOVED THAT Council sets the date for the Public Hearings for Bylaw 2024-07 Land Use Bylaw Amendments and Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments as June 04th, 2024, at 6 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-223

COUNCIL REPORTS

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

CARRIED UNANIMOUSLY RESOLUTION 24-224

CORRESPONDENCE

***Alberta Municipalities – Letter to Premier Smith re: Municipal Funding
Minister Neudorf – Response to Letter re: Support for Equalization of
Distribution Charges***

COUNCILLOR LAING MOVED THAT Council accepts the correspondence as information.

CARRIED UNANIMOUSLY RESOLUTION 24-225

Fete Au Village Parade and Pancake Breakfast

COUNCILLOR LAING MOVED THAT Council direct administration to RSVP Mayor Holden, Deputy Mayor May, and Councillor Laing for the Fete Au Village Parade and Pancake Breakfast.

CARRIED UNANIMOUSLY RESOLUTION 24-

CLOSED SESSION

***Sturgeon Public Schools – FOIP Act Section 23 Local public body confidences and
Section 24 Advice from officials***

**Town of Bon Accord
Regular Meeting of Council Minutes
May 21 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

DEPUTY MAYOR MAY MOVED THAT Council enter closed session to discuss Sturgeon Public Schools – *FOIP Act Section 23 Local public body confidences and Section 24 Advice from officials* at 11:15 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-227

DEPUTY MAYOR MAY MOVED THAT Council come out of closed session at 11:35 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-228

Sturgeon Public Schools – FOIP Act Section 23 Local public body confidences and Section 24 Advice from officials

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

CARRIED UNANIMOUSLY RESOLUTION 24-

ADJOURNMENT

DEPUTY MAYOR MAY MOVED THAT the May 21, 2024 Regular Meeting of Council adjourn at 11:36 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-

Mayor Brian Holden

Jodi Brown, CAO

**Town of Bon Accord
Committee of the Whole Meeting Minutes
May 29, 2024, 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

Councillor Lynn Bidney
Councillor Timothy J. Larson – Chair

REGRETS

Mayor Brian Holden
Deputy Mayor Tanya May
Councillor Lacey Laing

ADMINISTRATION

Jodi Brown – Town Manager
Terry Doerkson – Infrastructure Manager
Jessica Caines – Legislative Services and Communications Coordinator
Brea Tallman – Receptionist

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Councillor Larson called the meeting to order at 5:05 p.m.

ADOPTION OF AGENDA

There were no objections to adding item 7.2 Facility Contract Proposal – *FOIP Act Section 21 Disclosure harmful to intergovernmental relations and Section 24 Advice from officials.*

COUNCILLOR BIDNEY MOVED THAT Council adopt the agenda for May 29, 2024, as amended.

CARRIED UNANIMOUSLY RESOLUTION 24-231

DELEGATIONS

Leland Lazowski – St. Albert Seniors Association
Jennifer Massig – Magna Engineering – Stormwater Feasibility Study

Councillor Larson called a short recess at 6:00 p.m.
Councillor Larson called the meeting back to order at 6:07 p.m.

NEW BUSINESS

Council Workshop Proposal
The report was reviewed and discussed.

BYLAWS/POLICIES/AGREEMENTS

Council Remuneration Policy
The policy was reviewed and discussed.

**Town of Bon Accord
Committee of the Whole Meeting Minutes
May 29, 2024, 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

There were no objections to postponing items 7.1 CAO Bylaw and Designated Officer Bylaw – Signing Authority – *FOIP Act Section 27 Privileged information* and 7.2 Facility Contract Proposal – *FOIP Act Section 21 Disclosure harmful to intergovernmental relations and Section 24 Advice from officials*.

ADJOURNMENT

COUNCILLOR BIDNEY MOVED THAT the May 29, 2024 Committee of the Whole Meeting adjourn at 6:29 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-232

Mayor Brian Holden

Jodi Brown, CAO

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	June 4, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Revise Public Hearing Date for LUB and MDP Amending Bylaws
Agenda Item No.	6.1

BACKGROUND/PROPOSAL

At the May 21, 2024 RMC, Council gave first reading to Bylaw 2024-07 Land Use Bylaw Amendments and Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments.

At the same meeting, Council set the date for public hearings for these two bylaws for June 4, 2024 at 6 p.m. to coincide with the June 4 RMC, at which time, second and third readings of the bylaws were planned.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

After consultation with MPS, administration was advised a longer time frame between first and second readings is recommended to ensure Sturgeon County is notified and has time to respond to the notice within the legislated time frame.

MPS has confirmed their availability for the evening of June 26, 2024 and anytime July 2, 2024.

June 26 Options:

1. Schedule a Special Meeting to hold the public hearings **before** the Committee of the Whole meeting on June 26 and hear second and third readings of the two bylaws.
2. Schedule a Special Meeting to hold the public hearings **after** the Committee of the Whole meeting on June 26 and hear second and third readings of the two bylaws.
3. Schedule a Special Meeting to hold the public hearings **instead of** the Committee of the Whole meeting on June 26 and hear second and third readings of the two bylaws.

July 2 Option:

1. Hold the public hearings on July 2 before the RMC and give second and third readings during that meeting.

Please note, Council may postpone second and third readings of either bylaw after the public hearings to take additional time to consider any feedback received.

STRATEGIC ALIGNMENT***Priority # 1: Economy***

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

COSTS/SOURCES OF FUNDING

Annual budget

RECOMMENDED ACTION (by originator)

THAT Council direct administration to reschedule the date for the Public Hearings for **Bylaw 2024-07 Land Use Bylaw Amendments** and **Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments** on [date], at [time].

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	June 4, 2024
Presented by:	Jodi Brown, Town Manager
Title:	July 2 RMC Time Change
Agenda Item No.	7.1

BACKGROUND/PROPOSAL

The first evening of Music in the Park for summer 2024 is July 2 from 6:30-8:30p.m. The regular Council meeting is scheduled to begin at 6 p.m.

In 2023, the last Music in the Park date of September 5 was moved to September 6 to allow Council to attend the last concert of the summer.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

To allow Council members to attend the first Music in the Park of the summer in 2024, Council may wish to change the time of the July 2 RMC from 6 p.m. to a daytime meeting beginning at 9 a.m. or another time that is favourable to Council.

Administration would then advertise the change and update the 2024 Council Meeting Schedule.

STRATEGIC ALIGNMENT

Priority 2: Community

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

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION (by originator)

Choose one of the following:

1. THAT Council direct administration to reschedule the July 2, 2024 regular Council meeting from 6 p.m. to 9 a.m. on the same day AND FURTHER THAT the 2024 Council Meeting Schedule be amended to reflect this change.
2. THAT Council direct administration to...

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	June 4, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Drought and Flood Protection Program Application for the Stormwater Facility Retrofit Project
Agenda Item No.	7.2

BACKGROUND/PROPOSAL

Magna Engineering Services recently completed a stormwater feasibility study of the wetland area.

After consulting with Magna Engineering Services and the Town's engineers (MPE) the Town is well-positioned to apply to the Drought and Flood Protection Program for a stormwater facility retrofit project.

Magna Engineering completed the **enclosed proposed grant application** on behalf of the Town in consultation with MPE. Note that this application is for the initial project work in the amount of \$1,000,000, with the Town's required matching contribution being \$300,000.

Grant Information:

The Drought and Flood Protection Program (DFPP) is a multi-year provincial grant program to help municipalities and Indigenous communities improve their long-term resilience to drought and flood events.

The DFPP will help fund the design and construction of projects that protect critical infrastructure from flooding and drought and help to ensure public safety is protected.

Budget 2024 allocated \$25 million per year from 2024/25 through 2028/29 for the Drought and Flood Protection Program.

Projects eligible for funding under the Drought and Flood Protection Program include are but not limited to:

- Drought and flood proofing or relocation of critical infrastructure.
- Critical infrastructure includes water, wastewater and stormwater works, as well as infrastructure used to access those services (including roads and transportation corridors, commercial and residential areas).

- Structural measures, such as berms, flood walls, bank protection and stabilization works, retention ponds and diversion structures intended to protect critical infrastructure and ensure public safety.
- Purchase of property for the purpose of relocation or for access to and/or construction of a project.
- Bio-retention infrastructure designed to increase flood attenuation and reduce the impacts of drought.

Applications for 'shovel ready' projects are strongly encouraged, but all projects that meet the eligibility criteria will be considered for funding.

A funding cap of \$10 million per project is in place to ensure the program is able to support multiple projects each year. There is no minimum funding requirement for applications to the DFPP.

All approved projects will be cost-shared, with the Government of Alberta covering up to 70% of total eligible costs and the grant recipient(s) covering the remaining 30%.

Approval under the DFPP is only a commitment to fund the project and does not equal approval to construct. All required regulatory authorizations must be secured prior to commencing construction.

Authorizations under the *Water Act* and *Public Lands Act* are the primary regulatory requirements for most projects. Projects may also require authorization from other agencies.

Note that the Town may also have to review land use, landowner impacts, or other environmental requirements from the province.

The deadline to apply to this grant program is **June 06th, 2024**.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Benefits:

The purpose of the proposed grant application is to secure the funding to make the project shovel ready including the detailed design and pre-engineering work.

Additionally, there may be other grant funding opportunities that may help offset the matching fund requirement of \$300,000. Magna Engineering is currently investigating these options.

Thirdly, if federal grant funding becomes available, it may be possible to "stack" these two grant programs to help further offset the total project costs. However, these grants do typically require matching funds from the Town as well.

The Town will be meeting with Hon. Dale Nally (Morinville-St. Albert MLA) during the month of June to advocate for funding for this project.

Given the above benefits, this may be a good time to move forward with an application for this project.

However, Council may wish to consider where this project falls within the Town's current infrastructure priorities and financial plans.

Infrastructure Priorities:

The Town has several infrastructure priorities that are planned over the next 3 – 5 years including:

- Full road reconstruction of 50th Avenue (planned for 2026)
- 54th avenue paving project (planned for 2029)
- Aerated holding cell (lagoon) desludging will be required soon.
- Stormwater management projects for the west side of Town have also been identified in past engineering studies.
- Other core infrastructure upgrades that may be identified as the Town continues to further develop the asset management program. For example, additional sewer line repair and relining if needed, or water main repair/replacement if needed.

Additionally, the arena retrofit projects are also planned within the next few years in addition to plans for consideration of new walking trails, continued parks improvements and potentially a "new outdoor youth facility" (taken from the Town's Strategic Plan).

The proposed stormwater facility project will be an addition to these priorities with the first phase of the project planned in 2024 if the application to the Drought and Flood Protection Program is successful.

Administration has **enclosed** the **10-year capital plan** for reference.

Financial Considerations:

The Town receives funding from the federal Canada Community Building Fund and the provincial Local Government Fiscal Framework funding program. Unfortunately, the funding received from these programs is already allocated to other projects in 2024.

Although there may be an opportunity for additional grant funding to offset the matching funds requirement, there is no guarantee of successful application to these programs or that the full matching funds requirement would be covered. In that case, the matching funds for this project may be taken from unrestricted surplus, reserves or borrowing may be considered.

It is important to note that given the Town's infrastructure priorities and financial planning considerations that grant funding opportunities as well as replenishing and building

reserve funds will be critical to ensure that adequate funds are available in an emergency (for example, failure of core infrastructure).

STRATEGIC ALIGNMENT

Value Statement: Stewardship

- Administration and Council embody the responsible planning and management of our resources.

Priority #3: Infrastructure

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

COSTS/SOURCES OF FUNDING

Possible sources of funding for the \$300,000 in matching funds include:

- Unrestricted surplus
- Borrowing (note the Town's debt limit is \$3,803,965 million dollars)
- Reserves

Administration has **enclosed** the current **reserve balances summary** and the **Financial Reserves Policy** for reference.

RECOMMENDED ACTION (by originator)

Choose one (1) option from both resolutions below:

Resolution #1:

THAT Council direct administration to proceed with application to the provincial Drought and Flood Protection Program grant for the initial phase of the wetland's stormwater park project in the amount of \$1,000,000 with a matching fund requirement of \$300,000 from the Town.

OR

THAT Council accepts this report as information with no direction to apply for the Drought and Flood Protection Program grant at this time.

OR

THAT Council directs administration otherwise...

Resolution #2:

THAT Council direct administration to allocate \$300,000 from [identify funding source or sources] to the wetland stormwater park project AND FURTHER THAT administration work with Magna Engineering Services to identify other funding opportunities.

OR

THAT Council directs administration to draft a borrowing bylaw for the wetland stormwater park project.

OR

THAT Council directs administration otherwise...

Protected A (when completed)

Any personal information you provide - including your name, phone number and email address - is collected under the authorization of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and is managed in accordance with Part 2 of the FOIP Act. The information and feedback you provide will be used to follow up with you if you have questions regarding this program. All feedback, including what you provide, may be compiled, synthesized, anonymized, and shared for project purposes, with no attribution to your name or contact information. Any personal information you provide will not be used or disclosed for any other purpose than stated, without your specific written consent or unless required to do so by law.

The Drought and Flood Protection Program (DFPP) provides grants to applicants for eligible projects that:

- a. Enhance or enable the protection of critical infrastructure,
- b. Enhance or enable access to sustainable water supplies,
- c. Increase community resilience and mitigate public safety hazards, or
- d. A combination of the above objectives.

For additional information about program eligibility, please refer to the **Application Guidelines** found on the program [website](#).

Application Information

Application is hereby made to the Minister of Environment and Protected Areas (hereinafter called the "Minister") for Grant Pursuant of the Government of Alberta's Ministerial Grants Regulation, AR 215/2022, as amended from time to time.

Primary Applicant Information

Name of Primary Applicant (Organization)

Town of Bon Accord

Contact Last Name

Brown

Contact First Name

Jodi

Street Address

5025 - 50th Ave

City or Town

Bon Accord

Postal Code

T0A 0K0

Community

Town of Bon Accord

Phone

780-218-3338

Email Address

cao@bonaccord.ca

Secondary Applicant(s) Information

Name of Secondary Applicant (Organization)

Magna Engineering Services Inc.

Contact Last Name

Massig

Contact First Name

Jennifer

Street Address

#275, 1011 - 9th Ave SE

City or Town

Calgary

Postal Code

T2G 0H7

Community

Consultant

Phone

403-470-2333

Email Address

jmassig@magnaengineering.ca

Project Information

Project Name

Town of Bon Accord Sustainable Stormwater Facility Retrofit

Latitude

Project GPS Marker (in decimal degrees) 53.833570

Longitude

-113.408436

Legal Land Description

Project Description:

Please provide an overview of the project, including:

- What will the project accomplish (objectives)?
- What the project will and will not include (scope)?
- What are the expected results (outcomes)?
- How the project aligns with the DFPP?
- Please attach all relevant supporting documentation (detailed project plans, engineering reports, maps, lists, and other planning documents)

The Town of Bon Accord, situated 40km north of Edmonton, is a rural community of just under 1,500 people. In the Town's southeast corner, there is an aging wetland that has been causing substantial flooding of roadways and infrastructure that Council needs to upgrade. The Town faces several drainage issues such as flooding and backups with its current conveyance system due to spring freeze- thaw cycles and unpredictable weather patterns and increased frequency of large storm events. These issues elevate the risk of infrastructure failure in the Town. To address these challenges and opportunities, the Town needs to develop a solution that protects existing infrastructure, improves SW quality, and aligns with the principles outlined in the Town of Bon Accord Integrated Municipal Development and Sustainability Plan (2016).

MAGNA Engineering Services Inc. (MAGNA) has been engaged by the Town of Bon Accord (the Town) to design a stormwater management facility (SWMF) to retrofit an existing stormwater wetland facility called "Natural Area 2" in the southeast portion of the Town as seen in Figure 1.

In addition to traditional SW solutions, an innovative solution was reviewed that would more specifically address flood and drought resiliency by providing a higher quality water source to address drought in drought seasons, and a more dynamic storage facility to address flooding in high-event seasons. Storm Parks are an emerging class of naturalized stormwater management facilities that balance stormwater quality and quantity management functions with ecological services and placemaking priorities. This option combines traditional wet pond elements with natural wetland features and park amenities to enhance community integration and provide site-specific, fit-for-use applications such as park space, environment conservation, and system resiliency. A typical Storm Park consists of a proprietary sediment clarifier system called the Nautilus Pond®, a Main Pond for runoff storage, a set of Treatment Wetland Cells including a Vertical Flow Biofilter (VFB) and a Horizontal Flow Treatment Wetland (HFTW) for secondary treatment and removal of nutrients such as nitrogen and phosphorous, and a Wetland Bench specially designed to support diverse and resilient wetland vegetation through pools and ledges. The Main Pond is the primary runoff storage element in a Storm Park and is typically smaller than a traditional pond itself. The adjacent side-slope areas of the Main Pond are engineered with Wetland Benches to restore and preserve ecological habitat for variety of wildlife, including creating quality habitat for migrating waterfowl, native animals, and other species. The Wetland Bench areas will also temporarily flood during storm events to provide additional storage capacity, and quickly drain once the storm subsides to prevent extended inundation.

As drought persists across the province, the Storm Park holds promise in mitigating its impacts. By capturing and re-purposing storm runoff water for irrigation and other purposes, the upgraded SWMF not only enhances flood resiliency but also supports drought resiliency within the community.

The addition of a Stormpark would protect its community members, and reduce the hazards associated with flooding to both people and infrastructure. This forward-thinking approach reflects Bon Accord's dedication to sustainable development and climate adaptation, setting a precedent for proactive measures in the face of increasingly erratic weather patterns.

This project aligns with the goals outlined by the DFPP. The stormpark promotes resiliency by safely storing and treating stormwater in a way that promotes biodiversity and conserves water. The upgraded SWMF ensures the safety of community members while also safeguarding flora and fauna by using naturalized water treatment methods that effectively reduce pollution levels. The stormpark will also provide the community with a shared space that can be used to recreate and promote well-being.

Key Stakeholders:

Who are the key partners or stakeholders for this project?

- How have they been engaged prior to applying for DFPP funding?
- Do they support this project (please include letters of support, if applicable)?
- Do they have any concerns with the project?

For this project to be successful, elected officials, Town administrative staff, and the local community must be engaged. Throughout the feasibility study process, elected officials, town staff, and the consultant team have been in frequent contact to ensure alignment around town goals, criteria for the study, and selection of a stormwater solution. Preliminary designs have been developed and now the project is ready to move to a detailed design for shovel-ready construction of Phase 1.

Cost-Benefit Analysis:

Provide an analysis of the financial cost and benefits for the proposed project, including all analysis methods and assumptions.

- Applications should use existing risk assessments where possible (e.g. [Provincial flood damage assessments](#), [Alberta river basin flood mitigation studies](#), CanFlood Risk Modelling Platform assessments, community-level Hazard Identification and Risk Assessments (HIRAs), water audits, feasibility studies, etc.)
- How has the project location been previously affected by drought or flood?
- Have there been previous response, recovery, mitigation, or preparedness costs incurred as a result of drought or flood impacts?
- What are the costs of not competing this project?
- Please include all relevant supporting documentation.

In recent years, the Town has identified issues such as large sediment deposition, decreased stormwater capacity, declining vegetation health, as well as frequent flooding in the adjacent areas during storm and snowmelt events. The Town's most recent Wetland Storage Study noted that adjacent properties become flooded due to increased water levels in the natural area during storms and reported that the increased water level can also surcharge storm sewers, reducing their capacity to convey water away from homes.

According to the Stormwater Management Guidelines for the Province of Alberta (1999), sediment in stormwater runoff is a major pollutant to receiving waters (i.e., streams and rivers). As sediment in stormwater runoff reaches the receiving waters, it reduces water clarity by limiting light penetration, negatively affects fish habitats by restricting spawning and rearing areas, and transports attached nutrients and contaminants. Additionally, sediment accumulated in a stream or river can alter its conveyance and storage capacities, leading to increased erosion and flood risks.

At the same time, drought has been effecting the entire province of Alberta, and currently, the Government of Alberta website on "Drought - Current Conditions" states: "Many areas in Alberta are dealing with drought conditions, particularly in the southern part of the province... Alberta is currently in stage 4 (out of 5) in its water shortage management response plan.". There is an imminent need for communities to address water resiliency this year and in the future.

All of these hazards bring significant costs to the community. If the town is unable to upgrade their SWMF, could be substantial and vast. They could include:

- Property damage and degradation: Property damage and infrastructure degradation due to flooding would require repair and upgrading. This would incur financial costs for both individuals and the community as a whole.
- Public Safety risks: Flooding can cause significant risks to residents. It can also impact critical services such as healthcare, emergency response, and transportation, further jeopardizing public safety.
- Environmental Degradation: Sediment in stormwater runoff can reduce water clarity and disrupt local ecosystems. This can effect recreational activities like fishing and swimming, potentially reducing tourism revenue.

Project Categories

Select the most appropriate category your project fits under (select multiple if applicable)

- ☒ **Drought Protection Projects** (includes access to water supplies, raw water storage options, etc.)
- ☒ **Water/Wastewater Infrastructure Projects** (includes relocation of facilities or providing flood protection in place)
- ☒ **Community Protection and Public Safety Projects** (includes property buyouts or providing flood protection in place)
- ☒ **Stormwater Management Projects** (for example: creation of stormwater management facilities)
- ☐ **Erosion Control Projects** (bank armouring, including bio-engineering techniques, wherever possible)
- ☐ **Other**

Please Describe

Flood Awareness Map Application (FAMA)

Please check the proposed project location on the Flood Awareness Map Application at floods.alberta.ca and answer the following questions using the 1:100 design flood option:

Is the project located in or does it impact a Flood Hazard Area? ☐ Yes ☒ No

*Please note that if the most up-to-date Draft mapping is not available for your proposed project area you will need to utilize the Final (Hazard) mapping data, [available here](#).

Flood Hazard Area: The flood hazard area is the area of land that will be flooded during the 1:100 design flood. The flood hazard area is typically divided into two main zones, the floodway, and the flood fringe.

If the project is in a Flood Hazard Area, what areas does the location include?

Please check all that apply:

- ☐ Floodway
- ☐ High Hazard Flood Fringe
- ☐ Flood Fringe
- ☐ Protected Flood Fringe
- ☐ Overland Flow (Flood Fringe)

Please indicate whether Final Mapping or Draft Mapping was utilized:

- ☒ Final Mapping
- ☐ Draft Mapping

Can this project be completed in phases? ☒ Yes ☐ No

If yes, are you applying for funding for all phases of construction? ☐ Yes ☒ No ☐ Not Applicable

Please elaborate

The intention would be to apply for the detailed engineering and Phase 1 construction phases.

Project Phase Detailed Design - Engineering	Summary Description of Phase Includes all Detailed Design and pre-engineering work to get to shovel ready	
Project Phase Phase 1 - Stormwater Treatment Facility	Summary Description of Phase Stormwater treatment components to increase SWqualit for potential re-use in 2024/25.	
Project Phase	Summary Description of Phase	
Estimated Start Date	July 1, 2024	
Key Project Milestones (as appropriate for the project)	Start Date	End Date
Planning or Feasibility	Complete	Complete
Detailed Engineering	2024-07-01	2024-08-01
Regulatory Authorizations	2025-07-01	2024-08-01
Tender	2024-09-01	2024-09-15
Estimated Completion Date		

Project Phase	Summary Description of Phase		
Construction	2024-09-15	2024-11-30	
Other (please describe)			
Estimated Completion Date	Construction Completion - November 2024		

Has an application been submitted for *Water Act*, *Public Lands Act*, or other authorizations?

Please provide below any expected or currently submitted application for *Water Act*, *Public Lands Act*, or other authorizations:

☒ Yes ☐ No ☐ Not Applicable

If yes, please provide the application/authorization number(s):

Authorization

Status

Authorization Number

☐ Underway
 ☐ Received
 ☒ Not Yet Initiated

Does your project have any outstanding regulatory issues?

☐ Yes ☒ No ☐ New Project

If yes, please describe:

Financial Information

Cost Share Requirement: The Drought and Flood Protection Program has a cost share component in order to promote shared accountability between the province and its communities. Alberta Environment and Protected Areas will provide 70% of eligible engineering and construction costs up to \$10 million.

Please be aware that ongoing operation and maintenance costs for the life of the project are the responsibility of the grant recipient.

Project Costs: Please refer to the Overview and Application Guidelines document for additional information regarding eligible and ineligible projects and/or project costs. In your attached project documentation, if your project is divided into phases, please describe the provincial funding requirements, per phase.

Provincial Funding Requirements						
Funding Source	Confirmed Funding	2024-25	2025-26	2026-27	Year 4 and beyond	Total
DFPP Support	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	700,000				700,000
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					\$0
Total Provincial Support		\$700,000	\$0	\$0	\$0	\$700,000

Federal Funding Requirements						
Funding Source	Confirmed Funding	2024-25	2025-26	2026-27	Year 4 and beyond	Total
	<input type="checkbox"/> Yes <input type="checkbox"/> No					\$0
Total Federal Support		\$0	\$0	\$0	\$0	\$0

Capital Funding Requirements					
Funding Source	2024-25	2025-26	2026-27	Year 4 and beyond	Total
Total DFPP Support	700,000				700,000
Total Provincial Support					\$0
Total Federal Support					\$0
Municipal Support	300,000				300,000
Own-Sourced					\$0
Other Funding Support					\$0
Total Project Support	\$1,000,000	\$0	\$0	\$0	\$1,000,000

Using the space below, please provide additional information about alternate funding sources that have been confirmed, any decisions pending, and any decisions outstanding (i.e. third party cost-sharing arrangements, industry partners, etc.):

Currently, the DFPP funding would kick off the Phase 1 work and further funding would be pursued to support addition phases of the project. This is due to grant application and award funding. Provincial and Federal grants for this work will take additional time which could impact the access to the current emergent DFPP funding.

What is the applicant's plan if funding is not immediately available for your project, what interim and/or contingency options are available? Please describe below

If not available, the community will continue to attempt to mitigate flooding and deterioration of the downstream environment as much possible. This project has been in feasibility for the last few years as this has been identified as a key issue for the community. Additional grant funding will continue to be pursued regardless for additional phases. If this is not successful, that journey will include trying to gain funding for this initial phase also.

Application Requirements

Your application must include the following supporting documentation.

Community Resilience and Mitigation Assessment ☒ Yes ☐ No

Preliminary Engineering Report ☒ Yes ☐ No

Detailed Project Description & Plan ☒ Yes ☐ No

Have all Secondary Applicants' letter of confirmation of support been attached ☐ Yes ☐ No ☒ Not Applicable

(Optional) Other information that will benefit the decision-making process

Please acknowledge that your organization be required to provide accurate, quarterly reporting on your project and financials. Templates will be provided to successful applicants.

☒ Yes ☐ No

Application Authorization and Submission

All applications must be signed by the primary applicant. Consultants may not apply on behalf of the applicant. Only eligible applicants may be designated as primary.

Primary Applicant

Town of Bon Accord

Contact Name

Street Address	City or Town	Postal Code
5025 - 50th Ave	Bon Accord	T0A 0K0

Primary Contact Signature

For additional information please contact your program coordinator at DFPP@gov.ab.ca.



Medium Priority:	248,000												
Lighting	20,000				20,000								
Wiring - new ice plant	20,000				20,000								
Emergency Lights	8,000				8,000								
Wiring for mechanical equipment	65,000				65,000								
CCTV System	65,000				65,000								
Security Intrusion System	35,000				35,000								
Arena Exhaust Fans and Louvre Actuators	12,000				12,000								
Exhaust Fans - Main Locker Rooms/Washroom	5,000				5,000								
Roof Access Hatch - light guage steel frame	8,000				8,000								
Millwork - Concession Area	10,000				10,000								
Low Priority:	35,000												
Plumbing Fixtures - Mezzannine	25,000				25,000								
Corrugated Metal Sheating - Building	10,000				10,000								
TOTALS	\$ 3,850,208	\$ 1,317,466	\$ 1,182,000	\$ 1,347,000	\$ 283,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL per year		\$ 1,663,466	\$ 1,760,451	\$ 1,806,400	\$ 1,345,500	\$ 92,000	\$ 137,500	\$ 2,060,000	\$ 27,500	\$ 20,000	\$ 27,500	\$ 1,020,000	\$ 20,000

RESERVES		Actual 2022	Actual 2023	Budget 2024
Schedule Per Policy #				
OPERATING				
General Reserve	Schedule A-1	852,920	852,920	819,681
Community Services	Schedule A-2	4,417	4,417	4,417
Facility Infrastructure Reserve	Schedule A-3	41,783	19,946	19,946
Parks & Recreation Reserve	Schedule A-4	26,032	26,032	21,032
Protective Services - COPS	Schedule A-5		2,255	2,255
Snow Removal Reserve	Schedule A-6	15,000	15,000	15,000
CAPITAL				
Gateway Plan Reserve	Schedule B-1	14,471	14,471	14,471
Fleet & Equipment Reserve	Schedule B-2	10,552	10,522	1,522
Parks , Recreation, and Culture	Schedule B-3	246,755	-	100,000
Protective Services - Fire Reserve	Schedule B-4	91,506	101,506	86,506
Sewer System Projects	Schedule B-5	176,396	199,990	95,311
Storm Water System Projects	Schedule B-6	62,580	81,173	99,767
Transportation Projects	Schedule B-7	486,000	511,000	536,000
Veterans Park Reserve	Schedule B-8	9,353	11,853	-
Water System Projects	Schedule B-9	287,018	310,612	334,206
TOTALS		\$ 2,324,783	\$ 2,161,698	\$ 2,150,116
Unrestricted Surplus			\$ 1,072,807	

2024 Resolutions Impacting Reserves & Unrestricted Surplus

Veterans' Park Flagpole Purchase Allocation COUNCILLOR LARSON MOVED THAT Council authorizes the purchase of the flagpoles for Veterans' Park with the funds from the Veterans' Park Reserve of \$11,853, and the remainder from the General Reserve.	24-092
NEW BUSINESS 54 Ave Dust Suppression COUNCILLOR LAING MOVED 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 and to be funded by unrestricted surplus fund. Deputy Mayor May requested a recorded vote. In Favour: Mayor Holden, Councillor Bidney, Councillor Laing, Councillor Larson Opposed: Deputy Mayor May	24-195

FINANCIAL RESERVES POLICY

SECTION: Administration

DEPARTMENT: Corporate Services

COUNCIL APPROVAL DATE: July 4, 2023

POLICY STATEMENT

The Town of Bon Accord recognizes that the ongoing commitment of funds to specific reserves provides contingency funding for operating and capital expenditures and can reduce the need for debt financing.

PURPOSE

To establish and approve reserves annually and ensure consistency and transparency for the management and reporting of existing reserves and the establishment of new reserves. The Town of Bon Accord will manage the annual allocation of reserves in a fiscally responsible manner.

DEFINITIONS

"Council" means the Mayor, Deputy Mayor, and members of Bon Accord Council.

"Town" means the Town of Bon Accord.

"Town Manager" means the Chief Administrative Officer as appointed by Council, or the Chief Administrative Officer's designate.

RESPONSIBILITIES

1. The Town Manager is responsible for administering compliance with this policy.
2. Managers are responsible for following this policy. Reserve requests must be approved by the Town Manager and submitted to the Corporate Services Manager.
3. All reserves shall be reviewed annually by the Town Manager and Council through the annual budget process.
4. The Corporate Services Manager will report reserve status semi-annually to Council, to be included with the financial report at a Regular Council Meeting.

GENERAL REQUIREMENTS

1. All operating and capital reserves will be established as follows:
 - a. The establishment of, contributions to, and withdrawals from a specific reserve shall be approved by Council through resolution or bylaw in accordance with the Municipal Government Act. This may be either as part of the overall budget review and approval process or by resolution on an as needed basis.
 - b. Each reserve will be outlined in a schedule attached to this policy and will outline the following:
 - i. Type of Reserve (Operating or Capital).
 - ii. Reserve Name.
 - iii. Purpose of the Reserve.
 - iv. Source of Funding.
 - v. Minimum/Maximum Limits (if applicable).
 - vi. Application.

2. Transfers to or from reserves shall be authorized for use as per the Financial Reserves Policy schedule and approved by Council.
3. Budgeted release of reserves will occur at the financial year end and will be administered by the Corporate Services Manager.
4. Reserves shall be funded from either internal or external resources as defined in the Reserve Schedules.

Reserve Policy – Schedule A-1

Type:	Operating
Name:	General Reserve
Purpose:	To provide funding for non-recurring/one-time operating expenditures or transfers to capital that will not be built into the base-operating budget in future years.
Source of Funding:	a) An annual contribution as determined by Council. b) Transfers from annual unexpected surplus. c) Other sources as approved by Council.
Targets →	
Minimum Limit:	5% of the annual municipal operating budget.
Maximum Limit:	35% of the annual municipal operating budget.
Application:	Funds from this reserve can be used for increased or unplanned operating costs or for transfers to capital.

Reserve Policy – Schedule A-2

Type:	Operating
Name:	Community Services
Purpose:	Funds allocated for Community Services programs such as Karing for Kids, Roots of Empathy, etc.
Source of Funding:	a) Received by organizations servicing the Community Services programs in our community. b) Donations.
Target →	
Minimum Limit:	NA
Maximum Limit:	NA
Application:	Funds from this reserve are allocated towards the Community Services reserves. Karing for Kids: \$2,755 Roots of Empathy: \$1,662

Reserve Policy – Schedule A-3

Type:	Operating
Name:	Facility Infrastructure Reserve
Purpose:	To provide funding for unplanned significant operational building repairs and maintenance and/or funding facility infrastructure capital projects.
Source of Funding:	a) Annual operating budget surplus' from Repairs and Maintenance operating budget or, b) Other sources as approved by Council.
Target →	
Minimum Limit:	NA
Maximum Limit:	NA
Application:	Funds from this reserve will be used for unplanned significant operational building repairs and/or maintenance or transfers to capital to fund facility infrastructure capital projects.

Reserve Policy – Schedule A-4

Type: Operating

Name: Parks & Recreation

Purpose: To provide funding for budgeted or unexpected expenditures for parks and recreation operation.

Source of Funding: a) Surplus from the Sturgeon County Recreation Grant

Target →

Minimum Limit: NA

Maximum Limit: NA

Application: Funds from this reserve are to be used for parks and recreation operational purposes.

Reserve Policy – Schedule A-5

Type: Operating

Name: Protective Services (COPS)

Purpose: To hold funding allocated for the Citizens on Patrol group in the Town.

Source of Funding: a) Funds received from the COPS organization.
b) Other sources as approved by Council.

Target →

Minimum Limit: NA

Maximum Limit: NA

Application: Funds from this reserve will be held until such time as the Citizens on Patrol organization resumes and requests the funds.

Reserve Policy – Schedule A-6

Type: Operating

Name: Snow Removal Reserve

Purpose: To provide funding for unexpected increases in requirements to municipal snow removal services based on winter conditions and approved Council levels of service. In addition, funds can be used for transfers to capital to purchase snow removal related equipment.

Source of Funding: a) Surplus funds remaining in the snow removal operating budget at the end of fiscal year.
b) Other sources as approved by Council.

Target →

Minimum Limit: NA

Maximum Limit: NA

Application: Funds from this reserve will be used for unexpected increases or overages in the snow removal budget, based on conditions for the seasons and levels of service. Funds can also be transferred to capital for the purchase of snow removal equipment.

Reserve Policy – Schedule B-1

Type: Capital

Name: Gateway Plan Reserve

Purpose: To provide funding for operating or transfers to capital to enhance or facilitate community development at the gateway, including but not limited to economic development.

Source of Funding: a) Sources as approved by Council.

Target →

Minimum Limit: NA

Maximum Limit: NA

Application: Funds from this reserve will be used for expenditures related to the gateway development, or other community development and economic development projects approved by Council.

Reserve Policy – Schedule B-2

Type: Capital

Name: Fleet & Equipment Reserve

Purpose: To provide funding for the purchase of new and/or replacement vehicles and equipment identified in capital budgets as well as providing matching funds for other provincial and federal grants that may arise.

Source of Funding: a) A budgeted annual contribution.
b) Annual unexpected surplus funds as transferred by Council.
c) Other sources as approved by Council.

Target →

Minimum Limit: Current year's capital budget for fleet and equipment replacement.

Maximum Limit: Total of the budget/plan for fleet and equipment replacement.

Application: Funds from this reserve will be used for Town owned fleet and equipment that is approved by Council. In addition, funds may be utilized for vehicles and equipment funded under a provincial or federal program where matching funds are required.

Reserve Policy – Schedule B-3

Type:	Capital
Name:	Parks, Recreation, and Culture
Purpose:	To provide funding for the purchase of new and/or replacement capital items for parks, recreation, and culture as identified in capital budget, as well as provide matching funds for any provincial, federal, or other grants that may arise.
Source of Funding:	a) A budgeted annual contribution. b) Annual unexpected surplus funds as transferred by Council. c) Other sources as approved by Council.
Target →	
Minimum Limit:	Current year's capital budget for parks, recreation, and culture items.
Maximum Limit:	Total of the capital budget/plan for parks, recreation, and culture projects.
Application:	Funds from this reserve will be used for capital items for parks, recreation, and culture facilities (e.g. arena, library). In addition, funds may be utilized for matching funds for provincial, federal, or other grant programs.

Reserve Policy – Schedule B-4

Type:	Capital
Name:	Protective Services – Fire Reserve
Purpose:	To provide funding for the replacement of fire hydrants within the Town.
Source of Funding:	a) A budgeted annual contribution. b) Annual unexpected surplus funds as transferred by Council. c) Other sources as approved by Council.
Target →	
Minimum Limit:	Current year's capital budget for the fire hydrant replacement program.
Maximum Limit:	Total of the budget/plan for the fire hydrant replacement program.
Application:	Funds from this reserve will be used for the management of the fire hydrant replacement program as approved by Council.

Reserve Policy – Schedule B-5

Type:	Capital
Name:	Sewer System Projects
Purpose:	To provide funding for sewer capital projects identified in the capital budget and plans.
Source of Funding:	a) A budgeted annual contribution. b) Annual unexpected surplus funds as transferred by Council. c) Other sources as approved by Council.
Target →	
Minimum Limit:	Current year's capital budget sewer projects.
Maximum Limit:	Total of the expected costs of sewer line replacement within the Town's asset management program.
Application:	Funds from this reserve will be used for sewer related capital projects. In addition, funds may be utilized for matching funds for provincial, federal, or other grant programs.

Reserve Policy – Schedule B-6

Type:	Capital
Name:	Storm Water System Projects
Purpose:	To provide funding for storm water capital projects identified in the capital budget and plans.
Source of Funding:	a) A budgeted annual contribution. b) Annual unexpected surplus funds as transferred by Council. c) Other sources as approved by Council.
Target →	
Minimum Limit:	Current year's capital budget storm water projects.
Maximum Limit:	Total of the expected costs of storm water management within the Town's asset management program.
Application:	Funds from this reserve will be used for storm water related capital projects. In addition, funds may be utilized for matching funds for provincial, federal, or other grant programs.

Reserve Policy – Schedule B-7

Type: Capital

Name: Transportation Projects

Purpose: To provide funding for transportation capital projects identified in the capital budget and plans as well as providing matching funds for any provincial, federal, or other grants that may arise.

Source of Funding: a) A budgeted annual contribution.
b) Annual unexpected surplus funds as transferred by Council.
c) Other sources as approved by Council.

Target →

Minimum Limit: Current year's capital budget transportation projects.

Maximum Limit: Total of the capital budget/plan for transportation projects.

Application: Funds from this reserve will be used for transportation (roads, trails, etc.) related capital projects. In addition, funds may be utilized for matching funds for provincial, federal, or other grant programs.

Reserve Policy – Schedule B-8

Type: Capital

Name: Veteran's Park Reserve

Purpose: To provide funding for capital replacement projects for Veteran's Park.

Source of Funding: a) Sources as approved by Council.

Target →

Minimum Limit: NA

Maximum Limit: NA

Application: Funds from this reserve will be used for capital replacement projects for the Veteran's Park, including but not limited to flag poles.

Reserve Policy – Schedule B-9

Type:	Capital
Name:	Water System Projects
Purpose:	To provide funding for water capital projects identified in the capital budget and plans.
Source of Funding:	a) A budgeted annual contribution. b) Annual unexpected surplus funds as transferred by Council. c) Other sources as approved by Council.
Target →	
Minimum Limit:	Current year's capital budget water projects.
Maximum Limit:	Total of the expected costs of waterline replacement within the Town's asset management program.
Application:	Funds from this reserve will be used for water related capital projects. In addition, funds may be utilized for matching funds for provincial, federal, or other grant programs.

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 06 th , 2024
Presented by:	Jodi Brown, Town Manager
Title:	Council Workshop Proposal
Agenda Item No.	7.3

BACKGROUND/PROPOSAL

During the February 20th, 2024 Regular Meeting of Council, administration was directed to schedule a Council Workshop about Emergency Preparedness on April 17th, 2024 from 1:30 pm to 4:30 pm in Council Chambers.

By way of clarification, the Emergency Preparedness topic was to focus on Council's role during a local disaster and review of the legislated requirements for declaring a State of Local Emergency.

This workshop was postponed.

Administration is working on rescheduling this workshop and is seeking feedback from Council on potentially adding other topics to be included.

The Council Workshop Policy is enclosed for reference. As per this policy, Council Workshops will not be regularly scheduled, but rather will be scheduled on an ad hoc, as-needed basis except for the annual Council workshop. This would be considered an ad hoc or additional workshop and not the annual Council workshop which usually takes place in November.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Topics:

The Emergency Preparedness topic will be delivered by Town staff (the Town Manager and Corporate Services Supervisor). The Sturgeon Region Emergency Management Coordinator is going to provide the Town with a presentation that we may use for the workshop, however she will not attend. The timeframe for this topic is expected to be 1 – 1.5 hours in length.

Other topics of interest:

1. Economic Development Strategy Presentation (30 – 40 minutes): Municipal Experts (if there is no additional cost for this presentation); an option to consider

would be to include this presentation on an upcoming Committee of the Whole Meeting agenda.

2. Governance Policy Decision Making Framework (30 – 40 minutes): The Town Manager has recently completed a seminar on this topic which may be of interest to Council.

Date and Time:

If the 3 hour timeframe is maintained, one or both of the above topics could be included in the workshop or alternatively, Council may wish to focus only on the Emergency Preparedness presentation and discuss the other matters above at a different time. In this case, the workshop would be shortened to 1.5 hours in length.

The date for the workshop may be confirmed by digital poll to determine what date and time works best for everyone.

Due to the April 17th Council Workshop being postponed, administration also recommends rescinding resolution #23-073 which reads “*DEPUTY MAYOR MAY MOVED THAT Council direct administration to plan the Council Emergency Preparedness Workshop on April 17, 2024 from 1:30 p.m. – 4:30 p.m. in Council chambers.*”

STRATEGIC ALIGNMENT

Value Statement: Service Excellence

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

Value Statement: Professionalism

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

Value Statement: Transparency

- Open and accountable to our residents and encourage open communication.

COSTS/SOURCES OF FUNDING

Council per diems: ½ day (\$75 per Councillor)

RECOMMENDED ACTIONS (by originator)

Both of the following:

Resolution #1

THAT Council direct administration to schedule a half day workshop including the following topics [list topics] and proceed with the required advertising as per the Council Workshop Policy.

OR

THAT Council direct administration to....

Resolution #2

THAT Council rescinds resolution #24-073 which reads: "*DEPUTY MAYOR MAY MOVED THAT Council direct administration to plan the Council Emergency Preparedness Workshop on April 17, 2024 from 1:30 p.m. – 4:30 p.m. in Council chambers.*"

COUNCIL WORKSHOPS

SECTION: Council

DEPARTMENT: Administration

COUNCIL APPROVAL DATE: November 1, 2022

LAST REVIEWED BY COUNCIL: November 1, 2022

POLICY STATEMENT

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

PURPOSE

To prescribe standards pertaining to Council Workshops.

SCOPE

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

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

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

DEFINITIONS

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

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

“Town” means the Town of Bon Accord.

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

RESPONSIBILITIES

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

SERVICE STANDARDS:

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

ANNUAL COUNCIL WORKSHOP

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

to Council for approval.

REFERENCES

Municipal Government Act

Freedom of Information and Protection of Privacy Act

Procedural Bylaw

Code of Conduct Bylaw

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	June 04 th , 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.

During the May 07th, 2024 RCM, Council gave first reading to the proposed Parks and Trails Committee Bylaw as amended with the addition of a youth representative.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The proposed Parks and Trails Committee Bylaw has been amended to include a youth representative as directed by Council and is enclosed for 2nd and 3rd reading of this new bylaw.

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 or both of the following:

Resolution #1

THAT Council gives second reading of the Parks and Trails Committee Bylaw as presented and circulated OR as amended (list amendments).

AND/OR

Resolution #2

THAT Council gives third reading of the Parks and Trails Committee Bylaw as presented and circulated or as amended including (list amendments).

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:

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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.

5.2.3. Within the five (5) to seven (7) members of the community at large Council shall endeavor to appoint one (1) youth representative residing within the Town of Bon Accord or County between 14 to 18 years of age and attending Junior or Senior High School.

5.3. The Town Manager and **department** 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

TOWN OF BON ACCORD
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PARKS AND TRAILS COMMITTEE BYLAW

- 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.

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.

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PARKS AND TRAILS COMMITTEE BYLAW

- 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.
- 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:	June 4, 2024
Presented by:	Jodi Brown, Town Manager
Title:	2024 Summer Municipal Leaders' Caucus
Agenda Item No.	9.1

BACKGROUND/PROPOSAL

The Town of Bon Accord is a current member of the Alberta Municipalities Association. Historically, Council has attended the annual Alberta Municipalities' Summer Municipal Leaders' Caucus. Several dates and locations for the Caucus are available as follows:

- June 12 - Falher
- June 13 - Bonnyville
- June 14 - St. Albert (also offered virtually)
- June 26 - Stirling
- June 27 - Innisfail

Caucus venues will be confirmed soon. The draft 2024 agenda is attached.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Summer Municipal Leaders' Caucus will focus on smaller, more engaging conversations based on top-of-mind issues facing our communities. In-person registration will also include a light continental breakfast and lunch.

Virtual attendees will have access to watch all agenda items live. The chat function and Q&A function will be enabled to ask questions during the session and have discussion with fellow attendees.

STRATEGIC ALIGNMENT

Priority 5: Collaboration

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

COSTS/SOURCES OF FUNDING

The 2024 budget includes full registration fees for all Council members to attend the Summer Municipal Leaders' Caucus as well as mileage and per diem costs.

Pricing options are provided below:

- In person: \$110 + tax
- Virtual: \$55 + tax

RECOMMENDED ACTION (by originator)

Choose one of the following:

1. THAT Council direct administration to register [names of attendees] for [virtual or in person attendance] at the 2024 Summer Municipal Leaders' Caucus.
2. THAT Council direct administration to...

Draft Agenda for Summer 2024 Municipal Leaders' Caucus

Subject to Change

10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host Municipality
10:10 a.m.	Welcome from MLA of the Host Constituency
10:15 a.m.	Icebreaker Activity
10:30 a.m.	Session I – Water Conservation
11:15 a.m.	ABmunis Advocacy Strategy and President's Report
12:00 p.m.	Lunch
1:00 p.m.	Session II – Local Election and Municipal Governance Changes
1:45 p.m.	Mini-Session I – Assessment Model Review
2:00 p.m.	Mini-Session II – Provincial Infrastructure Funding
2:30 p.m.	Session III (led by host municipality)
2:55 p.m.	Closing Remarks

Notice of Motion

I councilor Laing, bring forward a notice to be brought forward at the RMC June 4, 2024, and to be presented at the RMC June 18, 2024



Color changing cups,

[Mood Stadium Cup - 12 oz. C111615-12 : 4imprint.ca](https://www.4imprint.ca/product/mood-stadium-cup-12-oz-C111615-12)

These would be amazing for the Bon Accord Harvest Days parade. If we got the Bon Accord logo, and passed them out to the kids at the parade.

Motion: To direct administration to bring back an RFD for color changing cups with Bon Accord town logo for handing out at the Bon Accord Harvest days and future promotional items.

Notice of Motion

I, Councillor Laing, bring forward a notice of motion, to be presented at June 4, RMC and brought forward for discussion at the June 18, 2024 RMC

There is considerable foot and cycling traffic every single day on 51 avenue east and west. As well as children walking and biking to school on RR 240.

It is not a large distance however, I feel that it would make a difference to our residents to build a pathway off the road, or in addition to the road

51 Avenue in continuation of the current path on the south side of the road, completing the path to RR 240, and then carry on going south on 57 street towards the school.

Motion: To direct administration to bring back an RFD for adding a sidewalk on RR 240, from 57 street (RR240) to BACS, and to finish the path on 51 avenue towards RR 240.