

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

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1. Public Hearings and Regular Meeting of Council; July 2, 2024 (enclosure)
 - 3.2. Special Meeting of Council; July 18, 2024 (enclosure)
- 4. DELEGATION**
 - 4.1. 9:05 a.m. S/Sgt. Darcy McGunigal – Morinville RCMP (enclosure)
- 5. DEPARTMENTS REPORT**
 - 5.1. July and August 2024 (enclosure)
- 6. UNFINISHED BUSINESS**
 - 6.1. Nature Based Stormwater Project Option Approval (enclosure)
- 7. NEW BUSINESS**
 - 7.1. Resolution Revision: Council Community Connections Date (enclosure)
 - 7.2. Clean Energy Improvement Program (CEIP) (enclosure)
 - 7.3. Allocation of Unrestricted Surplus (enclosure)
 - 7.4. Reallocation of Funds: Windows to Lighting (enclosure)
 - 7.5. Relocation of Business Showcase and Funding Request (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
 - 8.1. 2024-09 Repeal of Bylaw 237 (enclosure)
 - 8.2. 2024-10 Public Notification Bylaw – First Reading (enclosure)
 - 8.3. Video Surveillance in Town Facilities Policy Review (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. COUNCIL REPORTS**
 - 10.1 Mayor Holden (enclosure)
 - 10.2 Deputy Mayor May (enclosure)
 - 10.3 Councillor Bidney (enclosure)
 - 10.4 Councillor Laing (enclosure)
 - 10.5 Councillor Larson (enclosure)
- 11. CORRESPONDENCE REQUIRING ACTION**
 - 11.1. Roseridge Grand Opening Invitation (enclosure)
 - 11.2. Town of Gibbons Mayor’s Luncheon Invitation (enclosure)

Town of Bon Accord
AGENDA
Regular Council Meeting
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12. NOTICE OF MOTION

12.1. September 3, 2024 Council Meeting – Mayor Holden (enclosure)

13. CLOSED SESSION

- 13.1.** Boundary Tree Policy – *FOIP Act Section 17 Disclosure harmful to personal privacy, Section 24 Advice from officials, and Section 27 Privileged information*
- 13.2.** Drainage Infrastructure – *17 Disclosure harmful to personal privacy, Section 24 Advice from officials, and Section 27 Privileged information*
- 13.3.** Personnel – *FOIP Act Section 17 Disclosure harmful to personal privacy*
- 13.4.** Planning and Development Updates – *FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials, and Section 27 Privileged information*
- 13.5.** Stormwater Park Project – *FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials, and Section 27 Privileged information*
- 13.6.** Alberta Community Partnership Grant – *FOIP Act Section 24 Advice from officials*
- 13.7.** Bon Accord Out of School Care Agreement Renewal – *FOIP Act Section 24 Advice from officials*
- 13.8.** Facility Rental Agreement – *FOIP Act Section 24 Advice from officials*

14. ADJOURNMENT

**Town of Bon Accord
Public Hearings and Regular Meeting of Council Minutes
July 2, 2024 5:15 p.m.
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

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

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 5:15 p.m.

ADOPTION OF AGENDA

There were no objections to adding items 11.2 Municipal Affairs – Meeting with Minister McIver, 11.3 RCAF 100th Anniversary, 13.3 Alberta Community Partnership Grant Application – *FOIP Act Section 21 Disclosure Harmful to Intergovernmental Relations and Section 24 Advice from Officials*, and 13.4 Plan 9022300 LOT 2 – *FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials, and Section 27 Privileged Information* to the agenda.

COUNCILLOR LARSON MOVED THAT Council adopt the July 2, 2024 agenda as amended.

CARRIED UNANIMOUSLY RESOLUTION 24-270

PUBLIC HEARING

Mayor Holden called the public hearing for **Bylaw 2024-07** Land Use Bylaw Amendments to order at 5:19 p.m.

Written Submissions: No written submissions were received.

Registered Submissions: No registered submissions were received.

Not Registered Submissions: None.

There were no objections to closing the public hearing at 5:32 p.m.

**Town of Bon Accord
Public Hearings and Regular Meeting of Council Minutes
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COUNCILLOR BIDNEY MOVED THAT Council schedule the matter for later Council deliberation on tonight's agenda.

CARRIED UNANIMOUSLY RESOLUTION 24-271

PUBLIC HEARING

Mayor Holden called the public hearing for **Bylaw 2024-08** Land Use Bylaw Amendments and Municipal Development Plan Bylaw Amendments to order at 5:35 p.m.

Written Submissions: No written submissions were received.

Registered Submissions: No registered submissions were received.

Not Registered Submissions:

- Clarification requested by Eileen Malanthen
- In Favour: Elaine Hildebrand

There were no objections to closing the public hearing at 6:00 p.m.

COUNCILLOR LAING MOVED THAT Council schedule the matter for later Council deliberation on tonight's agenda.

CARRIED UNANIMOUSLY RESOLUTION 24-272

ADOPTION OF MINUTES

Regular Meeting of Council; June 18, 2024

DEPUTY MAYOR MAY MOVED THAT Council approves the June 18, 2024 Regular Meeting of Council minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-273

Committee of the Whole Meeting; June 26, 2024

COUNCILLOR LARSON MOVED THAT Council approves the June 26, 2024 Committee of the Whole minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-274

UNFINISHED BUSINESS

Clean Energy Improvement Program (CEIP) 101 Virtual Session

COUNCILLOR LARSON MOVED THAT Council directs administration to register Deputy Mayor May for the Clean Energy Improvement Program virtual information session on July 17th at 9 am.

CARRIED UNANIMOUSLY RESOLUTION 24-275

NEW BUSINESS

EPR (Extended Producer Responsibility) Transition Model

**Town of Bon Accord
Public Hearings and Regular Meeting of Council Minutes
July 2, 2024 5:15 p.m.
Live streamed on Bon Accord YouTube Channel**

DEPUTY MAYOR MAY MOVED THAT Council directs administration to hold a Special Meeting to discuss the Extended Producer Responsibility (EPR) Transition Model.
CARRIED UNANIMOUSLY RESOLUTION 24-276

Community Services Advisory Board Appointments

COUNCILLOR LARSON MOVED THAT Council appoint Jacob Mann to the Community Services Advisory Board as a member at large for a one-year term ending July 2025.
CARRIED UNANIMOUSLY RESOLUTION 24-277

DEPUTY MAYOR MAY MOVED THAT Council appoint Cryslin Temporal to the Community Services Advisory Board as a member at large for a one-year term ending July 2025.
CARRIED UNANIMOUSLY RESOLUTION 24-278

COUNCILLOR BIDNEY MOVED THAT Council appoint Jessica May to the Community Services Advisory Board as a member at large for a one-year term ending July 2025.
CARRIED UNANIMOUSLY RESOLUTION 24-279

Gibbons Pioneer Days Parade

COUNCILLOR LARSON MOVED THAT Council direct administration to register Mayor Holden, Deputy Mayor May, Councillor Bidney (alternate), Councillor Laing and Councillor Larson for the Gibbons' Pioneer Days parade.
CARRIED UNANIMOUSLY RESOLUTION 24-280

Deputy Mayor May Motion: Highway Frontage Parking

DEPUTY MAYOR MAY MOVED THAT Council direct administration to either have administration look into alternative parking for the transports that park in our community or to look into increasing the time limits to 8 hours of parking.

4 OPPOSED

DEFEATED RESOLUTION 24-281

BYLAWS/POLICIES/AGREEMENTS

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

DEPUTY MAYOR MAY MOVED THAT Council gives second reading to Bylaw 2024-07 Land Use Bylaw Amendments as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-282

COUNCILLOR BIDNEY MOVED THAT Council gives third and final reading to Bylaw 2024-07 Land Use Bylaw Amendments as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-283

**Town of Bon Accord
Public Hearings and Regular Meeting of Council Minutes
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COUNCILLOR LAING MOVED THAT Council gives second reading to Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-284

COUNCILLOR LARSON MOVED THAT Council gives third and final reading to Bylaw 2024-08 Land Use Bylaw and Municipal Development Plan Bylaw Amendments as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-285

CORRESPONDENCE

Dane Lloyd, MP – Response to CCBF Support Letter

Municipal Affairs – Meeting with Minister McIver

DEPUTY MAYOR MAY MOVED THAT Council direct administration to request a meeting with Minister McIver.

CARRIED UNANIMOUSLY RESOLUTION 24-286

RCAF 100th Anniversary

COUNCILLOR LAING MOVED THAT Council approve Councillor Larson to attend the RCAF event.

CARRIED UNANIMOUSLY RESOLUTION 24-287

CLOSED SESSION

- *Plan 5261BA, Block 8, Lot 4A – FOIP Act – Section 16 Disclosure harmful to business interests of a third party, Section 25 Disclosure harmful to economic and other interests of a public body and Section 27 Privileged Information*
- *Contractor Proposal – FOIP Act Section 16 Disclosure harmful to business interests of the third party, Section 17 Disclosure harmful to personal privacy, and Section 24 Advice from officials*
- *Alberta Community Partnership Grant Application – FOIP Act Section 21 Disclosure Harmful to Intergovernmental Relations and Section 24 Advice from Officials*
- *Plan 9022300 LOT 2– FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials, and Section 27 Privileged Information*

DEPUTY MAYOR MAY MOVED THAT Council enter into closed session to discuss Plan 5261BA, Block 8, Lot 4A – FOIP Act – Section 16 Disclosure harmful to business interests of a third party, Section 25 Disclosure harmful to economic and other interests of a public body and Section 27 Privileged Information, Contractor Proposal – FOIP Act Section 16

**Town of Bon Accord
Public Hearings and Regular Meeting of Council Minutes
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Disclosure harmful to business interests of the third party, Section 17 Disclosure harmful to personal privacy, and Section 24 Advice from officials, Alberta Community Partnership Grant Application – FOIP Act Section 21 Disclosure Harmful to Intergovernmental Relations and Section 24 Advice from Officials, and Plan 9022300 LOT 2 – FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials, and Section 27 Privileged Information at 7:02 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-288

COUNCILLOR LARSON MOVED THAT Council come out of closed session at 7:50 p.m.
CARRIED UNANIMOUSLY RESOLUTION 24-289

Plan 5261BA, Block 8, Lot 4A – FOIP Act – Section 16 Disclosure harmful to business interests of a third party, Section 25 Disclosure harmful to economic and other interests of a public body, and Section 27 Privileged information

COUNCILLOR LAING MOVED THAT Council direct Mayor Holden and the Town Manager to sign the amending agreement and encroachment agreement relating to the development of the land located at Plan 5261BA, Block 8, Lot 4A with approval to finalize any minor revisions as needed.

CARRIED UNANIMOUSLY RESOLUTION 24-290

Contractor Proposal – FOIP Act Section 16 Disclosure harmful to business interests of the third party, Section 17 Disclosure harmful to personal privacy, and Section 24 Advice from officials

COUNCILLOR BIDNEY MOVED THAT Council direct administration to contract Paul Hanlan for planning and development services and to revise the Town's Organizational Chart to replace the Economic Development and Planning Officer position with the Economic Development and Safe Communities Coordinator position AND FURTHER THAT Council directs administration to advise Municipal Planning Services of the Town's intention to discontinue the current contract.

CARRIED UNANIMOUSLY RESOLUTION 24-291

Alberta Community Partnership Grant Application – FOIP Act Section 21 Disclosure harmful to intergovernmental relations, and Section 24 Advice from officials

COUNCILLOR LARSON MOVED THAT the Town of Bon Accord supports the submission of a 2024/25 Alberta Community Partnership grant application in support of the Regional Transportation Network Plan project and is prepared to manage the grant project and related compliance requirements. There is no matching contribution required.

CARRIED UNANIMOUSLY RESOLUTION 24-292

Plan 9022300 LOT 2 – FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials, and Section 27 Privileged information

**Town of Bon Accord
Public Hearings and Regular Meeting of Council Minutes
July 2, 2024 5:15 p.m.
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COUNCILLOR BIDNEY MOVED THAT Council direct administration to proceed as directed.

CARRIED UNANIMOUSLY RESOLUTION 24-293

ADJOURNMENT

DEPUTY MAYOR MAY MOVED THAT the July 2, 2024 Regular Meeting of Council adjourn at 7:54 p.m.

CARRIED UNANIMOUSLY RESOLUTION 24-294

Mayor Brian Holden

Jodi Brown, CAO

DRAFT

**Town of Bon Accord
Special Meeting of Council Minutes
July 18, 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

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

ADMINISTRATION

Jodi Brown – Town Manager
Falon Fayant – Corporate Services Manager
Paul Hanlan – Development Officer and Planning Consultant
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 July 18, 2024 agenda as presented.

CARRIED UNANIMOUSLY RESOLUTION 24-295

DELEGATION

Susan Berry – Roseridge Waste Management – EPR Transition Model

COUNCILLOR LAING MOVED THAT Council directs accepts the delegation as information.

CARRIED UNANIMOUSLY RESOLUTION 24-296

UNFINISHED BUSINESS

EPR (Extended Producer Responsibility) Transition Model

COUNCILLOR LARSON MOVED THAT Council directs administration to proceed with the opt-out service model for the Extended Producer Responsibility (EPR) Transition.

CARRIED UNANIMOUSLY RESOLUTION 24-297

NEW BUSINESS

Sand and Salt Storage Facility

COUNCILLOR BIDNEY MOVED THAT Council directs administration to proceed with the construction of the sea can structure, for the cost of up to \$25,000.00 to be funded from the Canada Community Building Fund.

CARRIED UNANIMOUSLY RESOLUTION 24-298

Notice of Proposed 30 Meter Free Standing Internet Tower

**Town of Bon Accord
Special Meeting of Council Minutes
July 18, 2024 9:00 a.m.
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COUNCILLOR BIDNEY MOVED THAT Council direct administration to provide the following comments to MCSnet regarding the proposed tower:

- The Town has no concerns with the proposed tower structure or placement and the Town supports this new service in our community.

CARRIED UNANIMOUSLY RESOLUTION 24-299

Development Officer Appointment

COUNCILLOR LARSON MOVED THAT Council appoints Paul Hanlan as the Development Officer for the Town of Bon Accord.

CARRIED UNANIMOUSLY RESOLUTION 24-300

Mayor Holden called a short recess at 10:28 a.m.

Mayor Holden called the meeting back to order at 10:34 a.m.

Implementation Projects: Adaptation in Action Grant

COUNCILLOR LARSON MOVED THAT Council direct the Town Manager to implement the Work Plan for application to the Federation of Canadian Municipalities Implementation Projects: Adaptation in Action grant program for the Storm Park project with approval for \$100,000 in required matching funds to be funded by unrestricted reserves and an additional \$10,000 for the Climate Adaptation Memo to be funded by the stormwater reserve.

CARRIED UNANIMOUSLY RESOLUTION 24-301

CLOSED SESSION

- ***Lots 24 & 25, Block 7, Plan 5261BA – FOIP Act Section 24 Advice from officials and Section 27 Privileged information***
- ***Development Agreement and Subdivision Agreement Approval - FOIP Act Section 24 Advice from officials and Section 27 Privileged information***

COUNCILLOR LARSON MOVED THAT Council enter closed session to discuss Lots 24 & 25, Block 7, Plan 5261BA – FOIP Act Section 24 Advice from officials and Section 27 Privileged information and Development Agreement and Subdivision Agreement Approval - FOIP Act Section 24 Advice from officials and Section 27 Privileged information at 10:53 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-302

Councillor Laing left the meeting at 10:53 a.m.

Councillor Laing returned to the meeting virtually at 11:00 a.m.

COUNCILLOR LARSON MOVED THAT Council come out of closed session at 11:33 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-303

**Town of Bon Accord
Special Meeting of Council Minutes
July 18, 2024 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

Lots 24 & 25, Block 7, Plan 5261BA – FOIP Act Section 24 Advice from officials and Section 27 Privileged information

COUNCILLOR BIDNEY MOVED THAT Council approve the subdivision approval extension for Lots 24 & 25 Block 7, Plan 5261 to September 19th, 2024 AND FURTHER THAT administration is to proceed as directed.

CARRIED UNANIMOUSLY RESOLUTION 24-304

Development Agreement and Subdivision Agreement Approval - FOIP Act Section 24 Advice from officials and Section 27 Privileged information

COUNCILLOR LARSON MOVED THAT Council authorize the Town Manager to implement the Development Agreement and Subdivision Development Agreement as presented unless the developer wishes to negotiate changes to the agreement in which case a Council resolution will be required to approve any changes to these agreements.

CARRIED UNANIMOUSLY RESOLUTION 24-305

ADJOURNMENT

COUNCILLOR BIDNEY MOVED THAT the July 18, 2024 Special Meeting of Council adjourn at 11:35 a.m.

CARRIED UNANIMOUSLY RESOLUTION 24-306

Mayor Brian Holden

Jodi Brown, CAO



August 9, 2024

Brian Holden
Mayor
Bon Accord, AB

Dear Mayor Holden,

Please find attached the quarterly Community Policing Report for the period from April 1st to June 30th, 2024. This report provides a detailed overview of human resources, financial data, and crime statistics for the Morinville Detachment.

As part of our commitment to provide the best possible service delivery to Bon Accord, this quarterly report to Council will feature a Power Point presentation complete with updates on crime statistics specific to Bon Accord. As we navigate this new format, input and feedback from our community partners will play a large part in evaluating our effectiveness. Morinville Detachment will continue to take steps to ensure that Council is updated on the specific issues and trends that matter most to the people of Bon Accord.

The 2024 wildfire season has also been top of mind for everyone lately. The Alberta RCMP has taken proactive steps to ensure that we are well-prepared to meet the needs of the communities we serve province-wide. This has involved early staffing of our Division Emergency Operations Center to facilitate the deployment of additional resources to communities under threat. The safety of all Albertans remains our priority.

Additionally, the recently announced G7 meeting scheduled to take place in Kananaskis in 2025 will require significant coordination and effort. As more information becomes available regarding this event, I will keep you informed personally.

Thank you again for the warm welcome upon my arrival at Morinville Detachment in May. I am always available to discuss your community policing priorities and any ideas you may have to enhance our service delivery. On behalf of everyone at Morinville Detachment, your cooperation is greatly appreciated.

Best regards,

S/Sgt. Darcy McGunigal
Chief of Police
RCMP Morinville Detachment





RCMP Provincial Policing Report

Detachment Information

Name of Detachment

Morinville

Name of Detachment Commander

Sgt. Darcy McGunigal

Quarter

Q1

Date of Report (yyyy-mm-dd)



FTE Utilization Plan

2024/25

Community Consultations

Consultation No. 1

Date (yyyy-mm-dd)

2024-05-14

Meeting Type

Meeting with Stakeholder(s)



Topics Discussed

Partnerships and positive presence in local schools and SRO Program

Notes /Comments

Met with vice principal at Sturgeon Composite High School

Delete Current Consultation

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Consultation No. 2

Date (yyyy-mm-dd)

2024-05-14

Meeting Type

Meeting with Stakeholder(s)



Topics Discussed

Partnerships and positive presence in local schools and SRO Program

Notes /Comments

Met with vice principal at Morinville Community High School

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Consultation No. 3

Date (yyyy-mm-dd)

2024-05-14

Meeting Type

Community Connection



Topics Discussed

Crime Prevention Measures

Notes /Comments

Sturgeon County Rural Crime Watch Association

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Consultation No. 4

Date (yyyy-mm-dd)

2024-05-17

Meeting Type

Meeting with Elected Officials



Topics Discussed

Community Policing and Crime Reduction



Notes /Comments

Met with councillor for Sturgeon County

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Consultation No. 5

Date (yyyy-mm-dd)

Meeting Type

2024-05-21

Meeting with Elected Officials



Topics Discussed

Policing Priorities

Notes /Comments

Met with Mayor and Council for Bon Accord

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Consultation No. 6

Date (yyyy-mm-dd)

Meeting Type

2024-05-21

Meeting with Elected Officials



Topics Discussed

Community Policing and Crime Reduction

Notes /Comments

Met with Mayor and CAO for Legal

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Consultation No. 7

Date (yyyy-mm-dd)

Meeting Type

2024-05-22

Meeting with Stakeholder(s)



Topics Discussed

Community Policing and Crime Reduction

Notes /Comments

Met with CAO at Town of Bon Accord

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Consultation No. 8

Date (yyyy-mm-dd)

Meeting Type

2024-05-22

Meeting with Elected Officials



Topics Discussed

Community Policing and Crime Reduction

Notes /Comments

Met with Mayor of Sturgeon County

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Consultation No. 9

Date (yyyy-mm-dd) Meeting Type
2024-05-22 Meeting with Stakeholder(s)

Topics Discussed
Community Policing and Crime Reduction

Notes /Comments
Met with manager of community infrastructure and manager of protective services for Morinville

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Consultation No. 10

Date (yyyy-mm-dd) Meeting Type
2024-05-23 Community Connection

Topics Discussed
Communications Strategies

Notes /Comments
Met with Stephen Dafoe, editor of Morinville News

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Consultation No. 11

Date (yyyy-mm-dd) Meeting Type
2024-05-23 Meeting with Stakeholder(s)

Topics Discussed
Community Policing and Crime Reduction

Notes /Comments
Sturgeon County Protective Services Meeting

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Consultation No. 12

Date (yyyy-mm-dd) Meeting Type
2024-05-24 Meeting with Stakeholder(s)

Topics Discussed
First Nations Policing

Notes /Comments
Met with Alexander Restorative Justice Committee

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Consultation No. 13

Date (yyyy-mm-dd) Meeting Type
2024-05-24 Meeting with Elected Officials

Topics Discussed
Community Policing and Crime Prevention

Notes /Comments
Met with CAO and Mayor of Gibbons



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Consultation No. 14

Date (yyyy-mm-dd)	Meeting Type
2024-05-27	Meeting with Elected Officials
Topics Discussed	
Crime Prevention	
Notes /Comments	
Met with band councillors at Alexander First Nation	

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Consultation No. 15

Date (yyyy-mm-dd)	Meeting Type
2024-05-27	Town Hall
Topics Discussed	
Crime Prevention	
Notes /Comments	
Spoke at Town Hall on Alexander First Nation on crime prevention	

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Consultation No. 16

Date (yyyy-mm-dd)	Meeting Type
2024-05-28	Meeting with Elected Officials
Topics Discussed	
Policing Priorities	
Notes /Comments	
Met with Sturgeon County Mayor and Council	

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Consultation No. 17

Date (yyyy-mm-dd)	Meeting Type
2024-06-11	Meeting with Elected Officials
Topics Discussed	
Policing Priorities	
Notes /Comments	
Met with Sturgeon County Mayor and Council	

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Consultation No. 18

Date (yyyy-mm-dd)	Meeting Type
2024-05-30	Meeting with Stakeholder(s)



Topics Discussed

Domestic Violence

Notes /Comments

Met with manager of Jessie's House / Jessica Martel Foundation

Delete Current Consultation

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Consultation No. 19

Date (yyyy-mm-dd)

Meeting Type

2024-06-11

Community Connection



Topics Discussed

Crime Prevention

Notes /Comments

Sturgeon County Rural Crime Watch Association

Delete Current Consultation

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Consultation No. 20

Date (yyyy-mm-dd)

Meeting Type

2024-06-12

Meeting with Elected Officials



Topics Discussed

Policing Priorities

Notes /Comments

Met with Mayor and Council for Gibbons

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Consultation No. 21

Date (yyyy-mm-dd)

Meeting Type

2024-06-12

Meeting with Elected Officials



Topics Discussed

Community Policing and Crime Reduction

Notes /Comments

Met with Mayor and CAO for Bon Accord

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Consultation No. 22

Date (yyyy-mm-dd)

Meeting Type

2024-06-12

Town Hall



Topics Discussed

Crime Prevention

Notes /Comments

Namao Crime Prevention Night

Delete Current Consultation

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Consultation No. 23

Date (yyyy-mm-dd) Meeting Type
2024-06-13 Town Hall

Topics Discussed
Community Policing and Crime Reduction

Notes /Comments
Coffee with a Cop in Bon Accord

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Consultation No. 24

Date (yyyy-mm-dd) Meeting Type
2024-06-14 Meeting with Stakeholder(s)

Topics Discussed
Partnerships and positive presence in local schools, SRO Program

Notes /Comments
Met with principal at Sturgeon Composite High School

Insert Consultation Before This One and Go to It Delete Current Consultation
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Consultation No. 25

Date (yyyy-mm-dd) Meeting Type
2024-06-19 Meeting with Stakeholder(s)

Topics Discussed
Partnerships and positive presence in local schools

Notes /Comments
Met with principal at Namao School

Insert Consultation Before This One and Go to It Delete Current Consultation
Insert Consultation After this One and Go to It

Consultation No. 26

Date (yyyy-mm-dd) Meeting Type
2024-06-24 Meeting with Stakeholder(s)

Topics Discussed
Community Policing

Notes /Comments
Met with manager of community infrastructure and manager of protective services for Morinville

Insert Consultation Before This One and Go to It Delete Current Consultation
Insert Consultation After this One and Go to It

Consultation No. 27

Date (yyyy-mm-dd) Meeting Type
2024-06-24 Meeting with Stakeholder(s)

Topics Discussed
Community Policing

Notes /Comments
Met with Sturgeon County municipal enforcement and safe community facilitator



	Delete Current Consultation
Insert Consultation Before This One and Go to It	Insert Consultation After this One and Go to It

Consultation No. 28

Date (yyyy-mm-dd)	Meeting Type
2024-06-24	Meeting with Stakeholder(s) <input type="button" value="v"/>
Topics Discussed	
School Resource Officer program	
Notes /Comments	
Met with Sturgeon Public Schools Administration	

	Delete Current Consultation
Insert Consultation Before This One and Go to It	Insert Consultation After this One and Go to It

Consultation No. 29

Date (yyyy-mm-dd)	Meeting Type
2024-06-24	Meeting with Stakeholder(s) <input type="button" value="v"/>
Topics Discussed	
School Resource Officer program	
Notes /Comments	
Met with Greater St Albert Catholic School Board	

	Delete Current Consultation
Insert Consultation Before This One and Go to It	Insert Consultation After this One and Go to It

Consultation No. 30

Date (yyyy-mm-dd)	Meeting Type
2024-06-25	Meeting with Stakeholder(s) <input type="button" value="v"/>
Topics Discussed	
Partnerships and positive presence in local schools	
Notes /Comments	
Met with principal at Bon Accord School	

	Delete Current Consultation
Insert Consultation Before This One and Go to It	Insert Consultation After this One and Go to It

Consultation No. 31

Date (yyyy-mm-dd)	Meeting Type
2024-06-25	Meeting with Stakeholder(s) <input type="button" value="v"/>
Topics Discussed	
Partnerships and positive presence in local schools	
Notes /Comments	
Met with principal at Camilla School	

	Delete Current Consultation
Insert Consultation Before This One and Go to It	Insert Consultation After this One and Go to It



Community Priorities

Priority No. 1

Priority

Safety - Property Crime

Current Status and Results

There were no Lock It/Lose It checks done for this quarter. Members have been informed to make a solid effort for the next quarter, it is anticipated we should see a remarkable increase.

A total of four checks were conducted in this quarter. One CSO breach and one check is pending charges.

Priority No. 2

Priority

Employee Wellness - Engagement

Current Status and Results

Morinville Detachment members participated in numerous instances of team building during Q1. A breakdown by watch is as followed:

'A' Watch - The members meet most mornings for a coffee break to discuss their days plans

'B' Watch - The members held a watch BBQ potluck dinner. The detachment smoker was utilized.

'C' Watch - The members come together to eat meals together regularly.

'D' Watch - The members hold regular "pizza nights" while working nightshifts. Members occasionally order pizza and eat together on nightshift.

Priority No. 3

Priority

Community Engagement

Current Status and Results

On 2024-05-28 Detachment member attended the community hall in Pinewood Estates for a Coffee with a Cop. There were approximately 14 people in attendance. Community connection with discussions on traffic safety, property crime, thefts, vehicle thefts, and frauds. Very well received by the community.

On 2024-06-13 Detachment member attended town counsel office, Bon Accord for a Coffee with a Cop. There were approximately 15 people in attendance. Community connection, with discussions on vandalism, property crime, vehicle thefts and traffic safety. Very well received by the community.

On 2024-03-07 Detachment member attended the Chateau Sturgeon Lodge, Legal for Coffee with a Cop. There were approximately 8 people in attendance. Community connection with, discussions on Traffic Safety, Property Crime, Thefts, Crime Reduction - Hotspot patrols, Lock It/Lose It, and RAVE and CAPTURE programs. Very well received by the community.

There were no Townhalls for this quarter they are planned for the fall.

Priority No. 4

Priority

Traffic - Safety (motor vehicles, roads)

Current Status and Results

4 checks stops completed for this quarter.



Priority No. 5

Priority

Police / Community Relations - Police Visibility

Current Status and Results

Members have been actively working in collaboration with AFN security and engaged in the community on safety awareness.

May 27, 2024 S/Sgt. McGunigal and Cpl. Febbraro attended a community event at AFN and presented.

In June "D" Watch members attended a Pow Wow on Alexander.

Delete Last Community Priority and Results

Add Additional Community Priority and Results



Crime Statistics¹

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

Category	April - June			January - December		
	2023 <input type="text" value="▼"/>	2024	% Change Year-over-Year	2022 <input type="text" value="▼"/>	2023	% Change Year-over-Year
Persons Crime	101	100	-0.99 %	339	369	9 %
Property Crime	264	231	-12.5 %	896	962	7 %
Other Criminal Code	67	57	-14.9 %	236	238	1 %
Total Criminal Code	432	388	-10.2 %	1,471	1,569	7 %
Drugs Offences	2	3	50 %	15	11	-27 %
Total Federal Acts	10	9	-10 %	31	26	-16 %
Total Provincial Acts	103	112	8.7 %	414	429	4 %
Municipal By-Laws	15	18	20 %	42	43	2 %
Motor Vehicle Collisions	75	77	2.7 %	566	485	-14 %
Provincial Code Traffic	503	715	42.1 %	2,436	2,307	-5 %
Other Traffic	2	3	50 %	21	10	-52 %
Criminal Code Traffic	15	28	86.7 %	88	77	-12 %
Total Traffic Offences	520	746	43.5 %	2,545	2,394	-6 %

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

Trend / Points of Interest



Provincial Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	16	15	1	0
Detachment Support	4	4	0	0

2. Data extracted on June 30, 2024 and is subject to change.

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

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

Comments

Police Officers:

Of the 16 established positions, 15 officers are currently working. There is one officer on special leave (Parental leave). There are two positions that have two officers assigned to each position. There is no hard vacancy at this time.

Detachment Support:

Of the four established positions, four resources are currently working with none on special leave. There is no hard vacancy at this time.

Lock PDF Upon Completion



Morinville Provincial Detachment Crime Statistics (Actual) April – June: 2020 - 2024

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

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 -2024	% Change 2023 -2024	Avg File +/- per Year
Offences Related to Death		0	0	0	2	2	N/A	0%	0.6
Robbery		2	0	0	4	1	-50%	-75%	0.2
Sexual Assaults		3	14	7	10	3	0%	-70%	-0.4
Other Sexual Offences		2	10	4	7	1	-50%	-86%	-0.5
Assault		55	55	50	42	41	-25%	-2%	-4.1
Kidnapping/Hostage/Abduction		3	1	0	1	0	-100%	-100%	-0.6
Extortion		2	1	4	0	1	-50%	N/A	-0.3
Criminal Harassment		8	6	9	15	19	138%	27%	3.1
Uttering Threats		16	24	26	20	32	100%	60%	2.8
TOTAL PERSONS		91	111	100	101	100	10%	-1%	0.8
Break & Enter		44	32	28	29	33	-25%	14%	-2.5
Theft of Motor Vehicle		44	30	33	28	30	-32%	7%	-3.0
Theft Over \$5,000		3	7	6	5	6	100%	20%	0.4
Theft Under \$5,000		65	61	58	53	31	-52%	-42%	-7.6
Possn Stn Goods		25	30	24	27	24	-4%	-11%	-0.5
Fraud		19	24	22	29	36	89%	24%	3.9
Arson		1	8	3	1	0	-100%	-100%	-0.9
Mischief - Damage To Property		67	50	53	52	34	-49%	-35%	-6.4
Mischief - Other		32	29	19	40	37	16%	-8%	2.1
TOTAL PROPERTY		300	271	246	264	231	-23%	-13%	-14.5
Offensive Weapons		9	5	6	9	8	-11%	-11%	0.2
Disturbing the peace		9	11	13	18	17	89%	-6%	2.3
Fail to Comply & Breaches		20	27	23	21	13	-35%	-38%	-2.0
OTHER CRIMINAL CODE		9	17	23	19	19	111%	0%	2.2
TOTAL OTHER CRIMINAL CODE		47	60	65	67	57	21%	-15%	2.7
TOTAL CRIMINAL CODE		438	442	411	432	388	-11%	-10%	-11.0



Morinville Provincial Detachment Crime Statistics (Actual) April – June: 2020 - 2024

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

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 -2024	% Change 2023 -2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	1	1	1	1	-67%	0%	-0.4
Drug Enforcement - Trafficking		2	5	1	1	2	0%	100%	-0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		5	6	2	2	3	-40%	50%	-0.8
Cannabis Enforcement		0	0	0	1	1	N/A	0%	0.3
Federal - General		4	5	8	7	5	25%	-29%	0.4
TOTAL FEDERAL		9	11	10	10	9	0%	-10%	-0.1
Liquor Act		7	12	6	5	5	-29%	0%	-1.1
Cannabis Act		4	1	1	2	1	-75%	-50%	-0.5
Mental Health Act		42	49	47	38	30	-29%	-21%	-3.5
Other Provincial Stats		68	86	67	58	76	12%	31%	-1.2
Total Provincial Stats		121	148	121	103	112	-7%	9%	-6.3
Municipal By-laws Traffic		1	2	0	3	3	200%	0%	0.5
Municipal By-laws		31	18	13	12	15	-52%	25%	-3.8
Total Municipal		32	20	13	15	18	-44%	20%	-3.3
Fatals		2	2	1	0	3	50%	N/A	0.0
Injury MVC		12	9	13	14	8	-33%	-43%	-0.3
Property Damage MVC (Reportable)		53	48	69	51	49	-8%	-4%	-0.5
Property Damage MVC (Non Reportable)		10	9	12	10	17	70%	70%	1.5
TOTAL MVC		77	68	95	75	77	0%	3%	0.7
Roadside Suspension - Alcohol (Prov)		0	8	1	7	12	N/A	71%	2.3
Roadside Suspension - Drugs (Prov)		0	0	0	1	1	N/A	0%	0.3
Total Provincial Traffic		479	889	564	503	715	49%	42%	13.6
Other Traffic		4	2	7	2	3	-25%	50%	-0.2
Criminal Code Traffic		47	49	23	15	28	-40%	87%	-7.2
Common Police Activities									
False Alarms		19	27	27	18	24	26%	33%	0.1
False/Abandoned 911 Call and 911 Act		51	38	2	3	10	-80%	233%	-11.7
Suspicious Person/Vehicle/Property		166	152	105	139	155	-7%	12%	-3.5
Persons Reported Missing		23	12	19	12	13	-43%	8%	-2.0
Search Warrants		1	0	1	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		53	54	47	50	72	36%	44%	3.4
Form 10 (MHA) (Reported)		1	8	5	1	0	-100%	-100%	-0.9

News | Projects | Events

News

- The Town has been awarded \$700,000 in grant funding from the Alberta Drought and Flood Protection Program for the Town's Sustainable Stormwater Facility Retrofit project. This project aims to improve the stormwater management facility in the southwest portion of town by converting it into a 'storm park' – a stormwater management facility that combines traditional retention pond elements with naturalized wetland components. The total project cost is \$1,000,000, with the Town contributing \$300,000 in matching funds.
- Thank you to Minister Dale Nally for visiting Bon Accord on June 28th to tour the wetland area and learn about the Town's storm park project. The Town appreciates his support for this project.
- During the month of July, the Town hired a new Economic Development and Safe Communities Coordinator (Jay Nagra) and a new Development Officer and Planning Consultant (Paul Hanlan).

Projects

- During the week of August 12th, roadwork (mill and overlay) on 53rd Avenue between 47th and 49th Street will begin as part of the Town's annual road rehabilitation program.
- The Town's new annual tree maintenance program took place the week of August 06th – 09th, 2024. Trees were trimmed and assessed for health by an arborist. Trees considered unhealthy and potentially hazardous were removed; the arborist removed 3 trees.
- Sewer line repairs on 52 Avenue have been completed, and the relining of the main is currently being scheduled.

Events & Programs

- Communities in Bloom Judging Day July 25
- Harvest Days August 9-11
- The Town's first Developer Mixer (Bon Accord Business Opportunities Showcase) was held on June 19th at Chelsea's Restaurant. The event was well attended and well received by local businesses, landowners and visiting developers.

Key Meetings

- Monthly Staff Safety Meeting
- Budget Meetings

Conferences and Training

- June 18-21 – LGAA Conference –
Legislative Services & Communications
Coordinator

Department Highlights

Administration | Town Manager

- Collaboration with Magna Engineering Services regarding grant applications to the Drought and Flood Protection Program and the Federation of Canadian Municipalities Green Municipal Fund Program for the Stormwater Park Project.
- Collaboration with the MPE Engineering on updating the Town's development requirements, including engineering standards and off-site levies, as well as potential grant opportunities for infrastructure projects.
- Training and orientation of new staff and consultant positions.
- Working with the Legislative Services Coordinator to develop a draft Public Notifications Bylaw (to assist with statutory advertising requirements) and updating the Town's Animal Control Bylaw to address beekeeping and urban hens to align with the amended Land Use Bylaw.
- The Leadership Team is working on the draft 2025 operating and capital budget as well as the required 3- and 5-year financial plan and 10-year capital plan for Council consideration and approval in the last quarter of 2024.
- Consultation with the Fire Chief regarding fire hall needs for 2024- 2025.
- Consultation with Paul Salvatore regarding Corporate Facility Sponsorship Package.
- Continued to work with the consultant hired by Sturgeon County on general information regarding asset management planning related to the Town's recreation cost share agreement.

Community Services

- Canada Day programming went well. The pancake breakfast served approximately 300 people.
- Summer youth programming is going very well. We have lots of registrations for all programs. Next week is the last week of programming.
- On July 24th, we held an informal youth event for ages 12-17. It included games, a movie, and snacks.
- Music in the Park has been successful so far, with many people enjoying the variety of performers each week. The weather has been cooperating fairly well, so that's been favourable. The programming will continue throughout the rest of the summer.
- The Harvest Days parade was a hit. We will review ways to make the parade waiver process more efficient and easier for staff for next year. Community Services entered a float with a superhero theme.
- Planning for fall programming and events has been underway. Some upcoming events and programs include:
 - September 7th – Large Item Pick-up; registration is available through the Town office.

- September 8th – Bon Accord Connects
- Art Nights Out will start again, opening to all ages.
- Fall Date Night
- Adult field trips will begin again in the fall. Our first trip is planned to the Bountiful Market.
- Seniors' programs at the Jewel Box sponsored by FCSS include Healthy Eating for Seniors on September 10 and Mediterranean Way of Eating on October 10.

Corporate Services

- We are sending out requests for residential information to selected residents on behalf of our assessor, Tanmar Consulting Inc. Per Tanmar's request, we are promoting the ability to respond online, so the letter will include a link to the questionnaire and paper copies will be available by request at the Town office or printed online from our website.
- The EV chargers have brought in \$895 of revenue this year, offset by expenses of \$230.
- Work on the 2025 operating budget has started and is ongoing. We are also reviewing the 3-year operating plan, 2025 capital budget, and 10-year capital plan.
- We are reviewing the Tax Penalty Bylaw as it is outdated in both format and content.
- We are reviewing the Tax Installment Payment Plan Bylaw as some changes are required due to slight timing changes with the installation of Muniware.
- New legislation, the Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*, will affect the franchise fees. Our gas distribution franchise agreement with ATCO must be reviewed and re-approved by the Alberta Utilities Commission (AUC) before March 17, 2025. We must advertise the AUC Notice and collect feedback in the following fourteen days. ATCO will submit any information to the AUC as well as details of the franchise agreement for review and approval. If we do not follow these steps, our gas distribution franchise agreement will terminate. Changes to the current agreement cannot be made during this re-approval process.

Economic Development | Safe Communities

- The Positive Ticketing Program, in collaboration with our local detachment and municipal peace officers, commences on August 18th – September 18th, 2024. Officers will hand out positive tickets indicating the positive action they're being rewarded for, accompanied by a voucher for a free small treat at A&W Gibbons or Dairy Queen Gibbons, which have partnered with us for this program.
- Quarterly Business Meetings availability email for meeting times has been sent to all local business owners. Data will be compiled within two weeks, and meetings

will be scheduled based on a majority consensus of availability.

- The Crime Prevention Through Environmental Design (CPTED) Workshop (Fall 2024) is scheduled for September 25th at 4:30 p.m. in the library. The speakers are Jennifer Penner, Sturgeon County Safe Communities Facilitator, and S/Sgt. Darcy McGunigal of the Morinville RCMP Detachment.
- Training and Orientation: a three-month work plan is being followed. This plan outlines the goals of the Economic Development and Safe Communities Coordinator, as well as the initiatives that must be implemented within this period.
- Weekly Meetings with the Town's Economic Development Consultant, Paul Salvatore, are ongoing. Our main discussion being the 2nd Business Showcase to be held in October, with the goal being strategic attraction of developer investment helping the Town's economic growth through reaching out to larger developers within the surrounding counties and within Edmonton.
- Planning for the fall Bon Accord Business Showcase, tentative date is October 3rd at 3:30, potential venues and caterers have been explored.
- An information table for both Dark Sky as well as Economic Development will be hosted at Bon Accord Connects. Design in progress.

Planning

- The Development Officer issued a Development Permit for a new detached 2-car garage in July.
- A Development Permit for a new accessory structure (deck) is being finalized for issuance in August.
- The Development Officer is assisting the Sturgeon County Fire Department with the preparation of a Development Permit application for a new cold storage building at the Fire Training Grounds,
- The Planning department is finalizing the Development Agreement for a new 2-lot Commercial subdivision on 47th Avenue,
- The Planning department assisted a potential purchaser of a 3 acre "subdivision eligible" property at the east end of 52nd Avenue.
- The Planning department is working with the owner/developer of the old liquor store property (51st Street) regarding anticipated redevelopment of the property.

Operations | Public Works

- Working with the contractor and engineers to complete the 2024 road rehab project (53 Ave mill and overlay project). After milling the avenue, it was determined that no significant base repairs were required. Aside from the road surface, three driveway approaches will be paved between the road gutter and the Town sidewalk.
- The gravel service road running west of 57 St., north of the Town Public Works yard, has been in rough shape over the past few years. With thanks to Sturgeon County, the road has now received a substantial base stabilization, and more rock was added which will improve the vehicle and school bus travel on this road.

- 54 Ave, east 47 St., has been lightly graded twice since the application of dust suppression in the spring.
- The annual spray patching program has been completed.
- The center lines and crosswalks on paved roads have been repainted for the year.
- A new PLC unit was installed at the water pumphouse.
- Some issues were raised at the bulk water fill station concerning the safety of chemical spray units hooking up to the Town's potable water hose. As a result, a list of standard safety practices for use of the bulk water fill station was drawn up and a permanent sign stating the guidelines has been posted on the building.
- Public Works staff assisted the contractor on the 52 Ave. sewer spot repairs. They have been completed, and the sewer main is now ready for re-lining, which should be happening in the next few weeks.
- Worked together with members of the CIB to pick, purchase, and plant some new plant material at the Veteran's Park.
- A recent storm caused three large trees at the cemetery to come down. Fortunately, no damage occurred to any of the structures around them.
- Public Works assisted with the Harvest Days prep, the parade, and the takedown.
- The arena plant start-up for the season is August 20.
- A Public Works operator has recently moved on to another opportunity and the position vacated has been filled.
- Public Works has now started discussions and deliberations on the upcoming 2025 budgets.

Attachments

- Town Manager:
 - Action List
 - Speed Sign – Quarterly Report
- Corporate Services Manager:
 - Variance Report
- Economic Development | Safe Communities:
 - Citation Report
 - Incident Report
 - Developer's Mixer Summary Report

Town Manager Action List

Date: August 20th, 2024
Reporting Period: June 18th – August 19th, 2024
Submitted by: Jodi Brown (Town Manager)

ACTON ITEM LIST:

Action Item	Status
<p>CLOSED SESSION: Facility Contract Proposal Council direct administration to proceed with negotiations as directed.</p>	In Progress
<p>Regional Municipality of Wood Buffalo – Twinning Highway 63 Council directs administration to draft a letter similar to the letter received from Wood Buffalo in support of Twinning Highway 63 and 28 and send to the same recipients.</p>	Complete Letter attached.
<p>Notice of Motion: Town Security Council postponed this motion until after the Crime Prevention presentation.</p>	In Progress Crime Prevention Seminar is scheduled for late September.
<p>Council Workshop Proposal: Council directs administration to schedule a half day workshop including the following topics: Emergency Preparedness, Economic Development Strategy Presentation, and Governance Policy Decision Making Framework, and proceed with the required advertising as per the Council Workshop Policy and confirm attendance by digital poll.</p>	Committee of the Whole Meeting: August
<p>2024 Stronger Together Library Conference Council approve Deputy Mayor May's attendance for the 2024 Stronger Together Library Conference without the hotel.</p>	Complete

<p>FCSSAA Conference Council directs administration to register Mayor Holden for the 2024 FCSSAA Conference for the full registration.</p>	<p>Awaiting registration to open</p>
<p>CLOSED SESSION: Alberta Community Partnership Grant Application The Town of Bon Accord supports the submission of a 2024/25 Alberta Community Partnership grant application in support of the Regional Transportation Network Plan project and is prepared to manage the grant project and related compliance requirements. There is no matching contribution required.</p>	<p>In Progress</p>
<p>Drought and Flood Protection Program: Council direct administration to allocate \$300,000 from unrestricted surplus to the wetland stormwater park project AND FURTHER THAT administration work with Magna Engineering Services to identify other funding opportunities.</p>	<p>Administration will update Council on any additional funding opportunities as identified by Magna Engineering.</p>
<p>Notice of Motion: Colour Changing Cups Council direct administration to bring back an RFD for color changing cups with the Bon Accord town logo for handing out at the Bon Accord Harvest Days Parade and future promotional items.</p>	<p>This item has been included in the proposed 2025 budget. Council advised that the cups would not have been received prior to Harvest Days in 2024 due to delivery time required.</p>
<p>Community Life Survey Report Council accepted the Community Life Survey Results Report as information and directed administration to set up a Trail and Active Transportation Committee.</p>	<p>Complete Advertising for Committee Members has been circulated.</p>
<p>Council Workshop Council direct administration to schedule a half day workshop including the following topics: Emergency Preparedness, Economic Development Strategy Presentation, and Governance Policy Decision Making Framework, and proceed with the required advertising as per the Council Workshop Policy and confirm attendance by digital poll.</p>	<p>In Progress</p>
<p>Fees and Charges Bylaw Council directed 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.</p>	<p>In Progress Staff are finalizing proposed amendments—scheduled for September 2024.</p>

<p>Fallen Heroes Foundation Project: Councillor Larson to 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.</p>	<p>In Progress</p>
<p>Clean Energy Improvement Program Council directed administration to bring back more information on the Clean Energy Improvement Program and any grant information about the program.</p>	<p>August 20th RCM</p>
<p>Municipal Affairs – Meeting with Minister McIver Council direct administration to request a meeting with Minister McIver.</p>	<p>Complete Administration requested a meeting with Minister McIver during the Alberta Municipalities Fall Convention.</p>
<p>MCSnet Information Council directs administration to complete additional research and bring back to Council.</p>	<p>Council supported MCSnet’s decision to locate their tower on private property.</p>
<p>CLOSED SESSION: Arena Project Phase II Council direct administration to proceed as advised.</p>	<p>In-Progress August 20th RCM</p>
<p>Strategic Plan Review Council postpones the Strategic Plan Review until the April Committee of the Whole meeting.</p>	<p>In Progress Scheduled as part of the Annual Council Workshop</p>
<p>CLOSED SESSION: Plan 5261BA, Block 8, Lot 4A Council direct Mayor Holden and the Town Manager to sign the amending agreement and encroachment agreement relating to the development of the land located at Plan 5261BA, Block 8, Lot 4A with approval to finalize any minor revisions as needed.</p>	<p>Complete</p>
<p>CLOSED SESSION: Contractor Proposal Council direct administration to contract Paul Hanlan for planning and development services and to revise the Town’s Organizational Chart to replace the Economic Development and Planning Officer position with the Economic Development and Safe Communities Coordinator position AND FURTHER THAT Council directs administration to advise Municipal Planning Services of the Town’s intention to discontinue the current contract.</p>	<p>Complete</p>



July 26, 2024

VIA EMAIL: transportation.minister@gov.ab.ca

Honourable Devin Dreeshen
Minister of Transportation and Economic Corridors
127 Legislature Building
10800 - 97 Avenue
Edmonton, AB TSK 2B6

Re: Support for RMWB – Twinning Highways 63 and 28

Dear Minister Dreeshen:

On behalf of the Town of Bon Accord Council, I am writing in support of the Regional Municipality of Wood Buffalo's (RMWB) request regarding twinning the remaining southern portion of Highway 63 and sections of Highway 28, to create a continuous four lane route from Edmonton to Fort McMurray. In their letter, RMWB is advocating for twinning the section of Highway 63/Highway 55 that travels through Grassland, heading south to Thorhild County, and the section of Highway 28 south to Edmonton.

As the heart of the oil sands, Fort McMurray-Wood Buffalo contributes a significant amount of tax revenue to the province and to Canada as a whole, with upwards of \$1 trillion of Canada's GDP coming from the Fort McMurray-Wood Buffalo area over the next decade. Reinvesting this money into this route helps further secure Alberta's economic future.

Bon Accord is situated along Highway 28, in Alberta's Industrial Heartland, with many residents and business owners commuting daily on Highway 28 and many others continuing north to Fort McMurray-Wood Buffalo along Highway 63 for their work rotations. Twinning these sections will provide safer travel opportunities for Albertans who head north for employment, business, or recreation.

Twinning Highways 63 and 28 aligns with your mandate in "...[f]ocusing on expanding economic corridors across the province and country to increase employment, economic growth and non-renewable resource revenue for Albertans...". The highway route is well established for the movement of passengers and goods, and twinning Highway 63 and Highway 28 from around Grassland to Edmonton would improve the transportation network in Alberta's northeast.

Safer, more reliable transportation corridors for southbound vehicles will ensure economic viability in the Edmonton Region and beyond.

Thank you for your consideration and we look forward to hearing your plans for this important transportation network.



Sincerely,



Mayor Brian Holden
Town of Bon Accord

Cc:

- Honourable Brian Jean, Minister of Energy and Minerals, MLA Fort McMurray-Lac La Biche
- Tany Yao, Deputy Government Whip, Parliamentary Secretary for Small Business and Northern Development, MLA Fort McMurray-Wood Buffalo
- Councillors of the Regional Municipality of Wood Buffalo
- Henry Hunter, Chief Administrative Officer

Custom Report

Technician Name: administrator

Location: Traffic Logix

State/Province: AB

Address: 4903 50 ave on 49 st facing south

Postal Code/ZIP: T0A0K0

City: Bon Accord



Report Period: 2024-07-11 to 2024-08-12

		Total Vehicle Count	Tolerated Speed	Number of Speed Limit Violations	Number of Vehicles Respecting Limit	Number of Vehicles inside Tolerated Range	% of Speed Limit Violations
2024-07-11	00:00:00	60	41	0	60	0	0
2024-07-12	00:00:00	36	41	0	36	0	0
2024-07-13	00:00:00	28	41	0	28	0	0
2024-07-14	00:00:00	35	41	0	35	0	0
2024-07-15	00:00:00	42	41	^H 1	41	0	2
2024-07-16	00:00:00	51	41	0	51	0	0
2024-07-17	00:00:00	30	41	0	30	0	0
2024-07-18	00:00:00	35	41	0	35	0	0
2024-07-19	00:00:00	28	41	0	28	0	0
2024-07-20	00:00:00	33	41	0	33	0	0
2024-07-21	00:00:00	24	41	0	24	0	0
2024-07-22	00:00:00	24	41	^H 1	23	0	^H 4
2024-07-23	00:00:00	33	41	0	33	0	0
2024-07-24	00:00:00	42	41	0	42	0	0
2024-07-25	00:00:00	^H 138	41	0	^H 138	0	0
2024-07-26	00:00:00	71	41	0	71	0	0
2024-07-27	00:00:00	19	41	0	19	0	0
2024-07-28	00:00:00	22	41	0	22	0	0
2024-07-29	00:00:00	29	41	0	29	0	0
2024-07-30	00:00:00	49	41	0	49	0	0
2024-07-31	00:00:00	46	41	0	46	0	0
2024-08-01	00:00:00	48	41	^H 1	47	0	2
2024-08-02	00:00:00	47	41	0	47	0	0
2024-08-03	00:00:00	27	41	0	27	0	0
2024-08-04	00:00:00	26	41	0	26	0	0
2024-08-05	00:00:00	16	41	0	16	0	0
2024-08-06	00:00:00	36	41	0	36	0	0
2024-08-07	00:00:00	25	41	0	25	0	0
2024-08-08	00:00:00	28	41	0	28	0	0
2024-08-09	00:00:00	33	41	0	33	0	0
2024-08-10	00:00:00	42	41	0	42	0	0
2024-08-11	00:00:00	31	41	0	31	0	0
		SUM: 1,234		SUM: 3	SUM: 1,231		AVG: 3

		<i>% of Vehicles Respecting Limit</i>	<i>% Vehicles in Tolerated Range</i>	<i>Average Vehicle Speed</i>	<i>Maximum Speed</i>	<i>Minimum Speed</i>	<i>85% Speeds</i>
2024-07-11	00:00:00	H 100	0	21	39	6	27
2024-07-12	00:00:00	H 100	0	19	35	10	22
2024-07-13	00:00:00	H 100	0	18	31	13	20
2024-07-14	00:00:00	H 100	0	19	40	10	23
2024-07-15	00:00:00	98	0	18	46	5	22
2024-07-16	00:00:00	H 100	0	19	29	14	24
2024-07-17	00:00:00	H 100	0	19	26	10	21
2024-07-18	00:00:00	H 100	0	20	35	11	24
2024-07-19	00:00:00	H 100	0	18	26	7	23
2024-07-20	00:00:00	H 100	0	21	34	15	29
2024-07-21	00:00:00	H 100	0	20	29	15	24
2024-07-22	00:00:00	96	0	21	42	15	24
2024-07-23	00:00:00	H 100	0	19	26	9	23
2024-07-24	00:00:00	H 100	0	18	32	12	22
2024-07-25	00:00:00	H 100	0	16	37	6	17
2024-07-26	00:00:00	H 100	0	17	35	7	19
2024-07-27	00:00:00	H 100	0	19	28	12	20
2024-07-28	00:00:00	H 100	0	H 22	31	15	28
2024-07-29	00:00:00	H 100	0	20	33	14	28
2024-07-30	00:00:00	H 100	0	19	29	12	23
2024-07-31	00:00:00	H 100	0	19	30	13	23
2024-08-01	00:00:00	98	0	21	45	14	27
2024-08-02	00:00:00	H 100	0	18	27	6	21
2024-08-03	00:00:00	H 100	0	19	36	14	23
2024-08-04	00:00:00	H 100	0	H 22	40	14	30
2024-08-05	00:00:00	H 100	0	19	28	14	24
2024-08-06	00:00:00	H 100	0	19	33	12	23
2024-08-07	00:00:00	H 100	0	19	30	15	22
2024-08-08	00:00:00	H 100	0	19	29	13	22
2024-08-09	00:00:00	H 100	0	18	33	5	22
2024-08-10	00:00:00	H 100	0	20	35	6	27
2024-08-11	00:00:00	H 100	0	20	35	14	24
		AVG: 100		AVG: 19			AVG: 23



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

DEPARTMENT	REVENUES			EXPENSES			NET	NET	NET	% Change between Actual & Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	
General Municipal	2,464,442	2,392,361	72,081	210,402	209,382	1,020	2,254,040	2,182,980	71,061	3%
TOTAL MUNICIPAL	\$ 2,464,441.92	\$ 2,392,361.00	\$ 72,080.92	\$ 210,401.51	\$ 209,381.50	\$ 1,020.01	\$ 2,254,040	\$ 2,182,980	\$ 71,061	3%
Election	-	-	-	-	1,333	1,333	-	(1,333)	1,333	#DIV/0!
Council	-	-	-	76,191	79,990	3,800	(76,191)	(79,990)	3,800	-5%
TOTAL COUNCIL	\$ -	\$ -	\$ -	\$ 76,191	\$ 81,324	\$ 5,133	-\$ 76,191	-\$ 81,324	\$ 5,133	6%
Administration	13,786	12,010	1,776	339,805	397,878	58,073	(326,019)	(385,868)	59,849	-18%
TOTAL ADMINISTRATION	\$ 13,786	\$ 12,010	\$ 1,776	\$ 339,805	\$ 397,878	-\$ 58,073	-\$ 326,019	-\$ 385,868	\$ 59,849	16%
Fire Services	10,709	10,149	560	38,333	35,157	3,176	(27,625)	(25,008)	(2,617)	9%
Emergency Services	-	-	-	10,053	12,055	2,002	(10,053)	(12,055)	2,002	-20%
Bylaw	4,177	2,033	2,144	11,096	33,288	22,192	(6,918)	(31,254)	24,336	-352%
TOTAL PROTECTIVE SERVICES	\$ 14,886	\$ 12,182	\$ 2,704	\$ 59,482	\$ 80,500	-\$ 21,017	-\$ 44,596	-\$ 68,318	\$ 23,721	35%
Municipal Planning	3,941	5,167	1,226	77,575	88,720	11,145	(73,634)	(83,553)	9,919	-13%
Economic Development	-	-	-	50,758	72,126	21,367	(50,758)	(72,126)	21,367	-42%
TOTAL PLANNING & DEVELOPMENT	\$ 3,941	\$ 5,167	-\$ 1,226	\$ 128,333	\$ 160,846	-\$ 32,512	-\$ 124,393	-\$ 155,679	\$ 31,286	20%
Public Works - Roads	-	-	-	239,705	277,763	38,058	(239,705)	(277,763)	38,058	-16%
Storm Sewer & Drain	-	-	-	12,540	14,711	2,171	(12,540)	(14,711)	2,171	-17%
Water	329,679	328,694	984	302,770	341,169	38,399	26,909	(12,474)	39,383	146%
Sewer	205,860	204,932	928	191,626	250,048	58,422	14,234	(45,116)	59,350	417%
Garbage	62,537	58,838	3,699	79,661	90,514	10,853	(17,125)	(31,676)	14,552	-85%
Cemetery	19,800	4,000	15,800	8,692	11,767	3,075	11,108	(7,767)	18,875	170%
TOTAL PUBLIC WORKS	\$ 617,875	\$ 596,464	\$ 21,411	\$ 834,994	\$ 985,971	-\$ 150,977	-\$ 217,119	-\$ 389,508	\$ 172,389	44%
FCSS	27,006	32,630	5,624	64,545	95,509	30,964	(37,539)	(62,879)	25,340	-68%
TOTAL FCSS	\$ 27,006	\$ 32,630	-\$ 5,624	\$ 64,545	\$ 95,509	-\$ 30,964	-\$ 37,539	-\$ 62,879	\$ 25,340	40%
Parks	56,457	56,808	351	74,094	121,300	47,206	(17,637)	(64,492)	46,855	-266%
Arena	151,408	168,716	17,308	212,623	207,810	4,813	(61,216)	(39,094)	(22,121)	36%
Recreation	193,524	189,470	4,055	77,419	84,014	6,594	116,105	105,456	10,649	9%
TOTAL REC & COMMUNITY SERVICE	\$ 401,389	\$ 414,994	-\$ 13,605	\$ 364,136	\$ 413,124	-\$ 48,988	\$ 37,252	\$ 1,870	\$ 35,383	1892%
Library	-	-	-	59,617	58,362	1,256	(59,617)	(58,362)	(1,256)	2%
TOTAL LIBRARY	\$ -	\$ -	\$ -	\$ 59,617	\$ 58,362	\$ 1,256	-\$ 59,617	-\$ 58,362	-\$ 1,256	2%
Total Excl. General Municipal	\$ 1,078,882	\$ 1,073,446	\$ 5,436	\$ 1,927,105	\$ 2,273,513	-\$ 346,408	-\$ 848,222	-\$ 1,200,067	\$ 351,844	-41%
Total Incl. General Municipal	\$ 3,543,324	\$ 3,465,807	\$ 77,517	\$ 2,137,506	\$ 2,482,894	-\$ 345,388	\$ 1,405,818	\$ 982,913	\$ 422,905	

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

Variance Report Notes

Reporting Period: up to August 12, 2024

Municipal:

To date, 81% of taxes have been received compared to 84% at this time last year.

Franchise fees are \$12,714 less than expected and return on investments is \$38,198 over budget.

Power across all departments will likely be over-budget for the year. This may be offset by surplus in other areas (such as the return on investment income).

The market price for power has been low compared to the previous two years, so the same quantity of power results in less value (i.e. less solar credits).

There was a slight rise in market price in July due to the extreme heat.

This year, the average volume (to-date) from our solar farm is 3,700 kwh versus the average of 3,715 kwh last year. However, the average value in credits for this year (to-date) is \$(3,216) versus last year's average of \$(11,319).

Natural gas across all departments has been higher than expected by 20%.

Current natural gas costs (to-date) are \$27,420 with a budget of \$22,050.

In review:

The Homeland Housing requisition has been paid; higher than expected.

Actual value: \$14,014; budgeted value was \$12,994.

Protective Services:

Fines distribution revenue is currently over budget by \$1,252.

Animal license revenue is over budget by \$895.

In review:

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

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

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

Water:

Bulk water sales are under budget by \$4,600

Economic Development & Planning

As a reminder there is projected to be deficits in some areas of economic development that will be offset by a surplus in planning due to the staffing changes in these areas.

Cemetery:

Plot sales are over budget by \$11,900 and open/close revenue is over budget by \$3,900.

Recreation, Parks, and Arena

In review:

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

Arena insurance came in \$2,000 higher than budgeted.

Sturgeon County

Statistics from: 7/1/2024 12:00:00AM to 7/31/2024 11:59:00PM

Citation Printout Report by Violation

Total Citations of (BACS P5 S5.2 UNSIGHTLY/ NUSIANCE PROPERTY): 2
Total Mandatory Appearances: 0

Total Citations of (TSA S.115(2)(P) EXCEED MAX SPEED LIMIT): 10
Total Mandatory Appearances: 0

Total Citations of (TSA S.167(1)(A) FAIL TO PROVIDE P.O. W/OPERATORS LIC): 1
Total Mandatory Appearances: 0

Total Citations of (TSA S.167(1)(C) FAILURE TO PROVIDE P.O. W/ FIN RESP CARD): 1
Total Mandatory Appearances: 0

Total Citations of (TSA S.52(1)(A) DRIVE MV W/O SUBSISTING CERT OF REGISTRATION): 1
Total Mandatory Appearances: 0

Grand Total

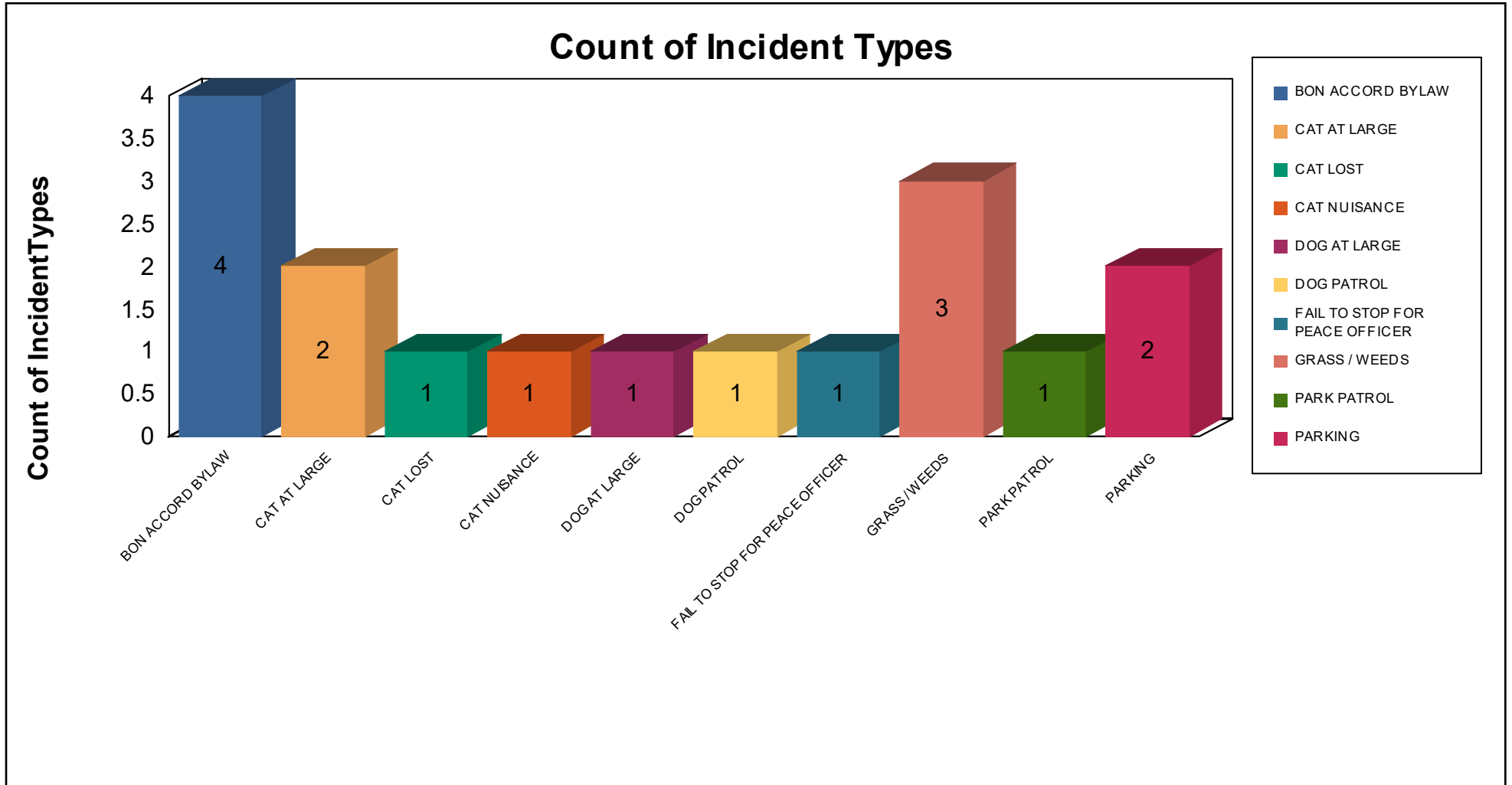
Total Number of Citations Reported: **15**
Total Fine Amounts Reported: **\$3,155.00**
Total Money Collected: **\$0.00**
Total Money Still Due: **\$3155.00**
Total Mandatory Appearances: **0**

Sturgeon County

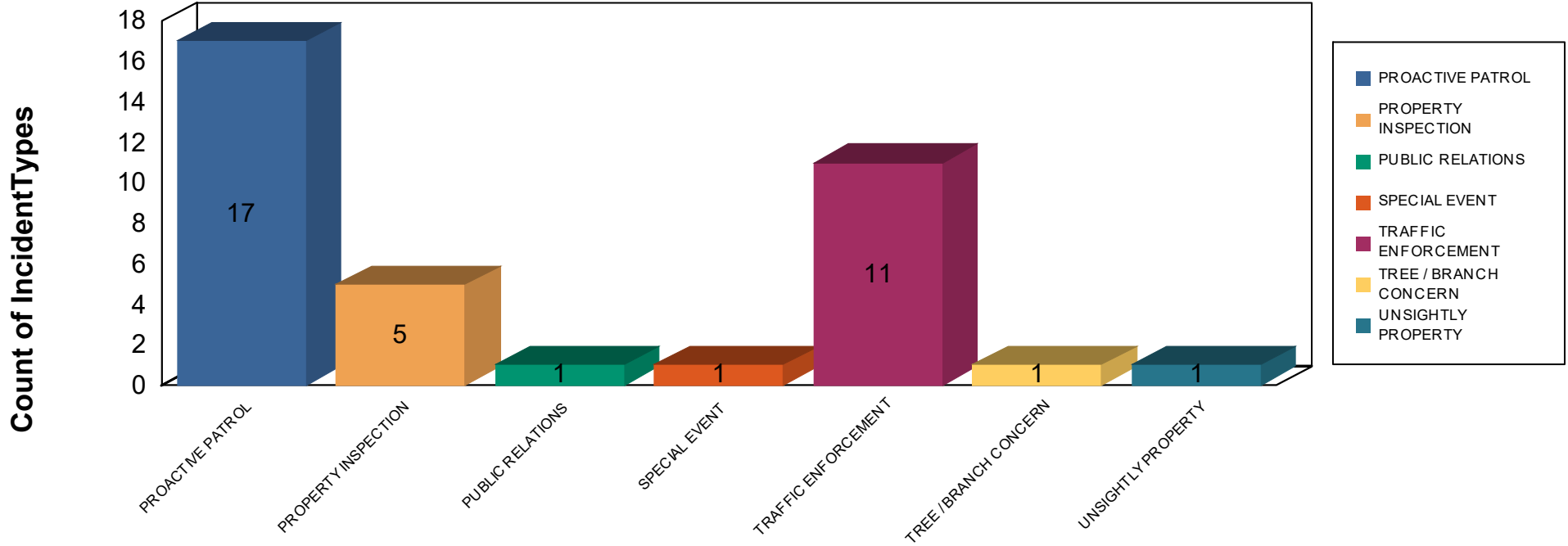
Statistics from Occurred Date: 7/1/2024 12:00:00AM to 7/31/2024 11:59:00PM

Incident Report

STURGEON COUNTY ENFORCEMENT -



Count of Incident Types



TOWN OF BON ACCORD

ECONOMIC DEVELOPMENT DEVELOPER'S MIXER

Event Summary



Submitted by

Municipal Experts Inc.

Paul Salvatore, CLGM

Economic Development – Developer’s Mixer Summary



June 25, 2024

Mayor and Council
Town of Bon Accord

Mayor and Council,

Please find the following **Summary of the Developer’s Mixer Event**, held in Bon Accord on June 19, 2024.

If you have any questions or would like me to clarify I would be very happy to answer them at your convenience.

All the best.

A handwritten signature in blue ink, appearing to read 'Paul Salvatore', with a long horizontal stroke extending to the right.

Paul Salvatore, CLGM
CEO, Municipal Experts Inc.

Economic Development – Developer’s Mixer Summary

Development Mixer - Context

The developer’s mixer was planned as one of the first steps for bringing together people from Bon Accord in addition to property and business owners from the community.

The core philosophy behind the event was to begin building relationships with prospective investors and those that are already involved in business in Bon Accord, reinforcing the message that Bon Accord is Pro-Business and interested in growth opportunities in residential, commercial and industrial business development.

The Mixer

The Developer’s Mixer was an opportunity to act on the advice found in the **2023 Economic Development Assessment** where a range of items were identified for the future focus of the Economic Development program.

Paramount to future success is the Town’s efforts to build a network of local and regional business supporters – to keep Bon Accord “top of mind” when it comes to building and investment opportunities.

We were able to generate a list of +/- 50 contacts for the event, which resulted in 12 attendees, representing current property and business owners.

A brief presentation was given – highlighting various opportunities (currently available on www.realtor.ca). The properties shown to the attendees were in some cases already under development, or having future development potential as identified in the Town’s revised 2023 Municipal Development Plan (MDP).

We touched on opportunities like, potential for a regional transportation shuttle, continuation of Dark Skies and Music in the Park events, by looking at ways to increase attendance and cross-promotion leading to building..

The session lasted for 2 hours, exceeding the scheduled 1.5 hours that was initially scheduled, because the interest and enthusiasm of attendees was very high.

Economic Development – Developer’s Mixer Summary

Some feedback that was received during the meeting included:

- Some concerns expressed about increases in property taxes (one lot in Highway commercial that was purchased in 2023)
- Interest in the development of homes and other services, based on lots that are owned by local businesses.
- Concern about the level of service that the Town is receiving for Planning and Development Support (long wait times for processing permits and applications).
- Suggestions that alternative financing scenarios should be considered for future developments (ie. Land swaps in exchange for favourable servicing terms with the Town).
- Suggestions to remove “red tape” where possible – to help streamline building processes, etc.
- Suggestions for “phasing” growth. (this will require detailed service costing, etc).
- To continue with future Development Mixers – by scheduling another one in the Fall of 2024 in Downtown Edmonton (proposed dates one of: Sept 17 to 19th, or Sept 24 to 26th) This will provide an expanded opportunity to add more people to the Bon Accord Developer’s Network.

In the meantime, the Town should look at additional opportunities to build the network, by adding a quarterly economic development update that can be distributed to the growing list of members that are an active part of the network.

Bon Accord should also continue to be involved in regional economic development groups, whether as part of Sturgeon County’s efforts, or Greater Edmonton Growth Region, Industrial Heartland and others that should include a tourism component.



TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	August 20, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Nature Based Stormwater Project Option Approval
Agenda Item No.	6.1

BACKGROUND/PROPOSAL

The Town engaged Magna Engineering Services to complete the **enclosed** Nature Based Stormwater Feasibility Study for the wetlands area in the southeast section of the Town.

The main objectives of this feasibility study are:

- ✓ To identify and analyze a spectrum of feasible SWMF (Stormwater Management Facility) options, such as nature-based storm parks, to replace or supplement the stormwater capacity of the existing Natural Area 2 in the southeast portion of the town.
- ✓ To assess and compare the SWMF options based on upfront capital costs, long-term operations, maintenance, and lifecycle needs, as well as the Town's values, environmental benefits, and aesthetic appeal.
- ✓ Investigate stormwater quality improvement for water reuse opportunities for treated stormwater as a resource within the community to provide drought resilience.

During the May 29th Committee of the Whole Meeting, Jennifer Massig of Magna Engineering Services presented the **enclosed** presentation regarding the project.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The study includes 3 options for Council consideration:

1. Traditional Storm Pond
2. Storm Park with Enhanced Treatment
3. Storm Park

The Town needs to approve one of the above options to facilitate project planning, grant funding, and landowner negotiations.

Information on phasing and estimated costs are included in the feasibility study.

If Council would prefer, a second information session with Magna Engineering may be planned before confirming the future choice of Stormwater Management Facility to approve in this area.

STRATEGIC ALIGNMENT

Values Statement of 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

Based on annual and 5-year capital plans and funding opportunities.

The Town was recently awarded \$700,000 by the Alberta Drought and Flood Protection Program in support of the initial environmental and engineering work for this project. The total project cost is \$1,000,000 and therefore, the Town's matching fund contribution is \$300,000.

RECOMMENDED ACTION (by originator)

THAT Council approves Option 2 (Storm Park with Enhanced Treatment) as the Town's future Stormwater Management Facility in the southeast wetlands area of Town and directs administration to continue working on grant funding opportunities, capital planning and landowner negotiations as required for this project.

OR

THAT Council approves Option 3 (Storm Park) as the Town's future Stormwater Management Facility in the southeast wetlands area of Town and directs administration to continue investigating grant funding opportunities, capital planning and landowner negotiations as required for this project.

OR

THAT Council directs administration to...



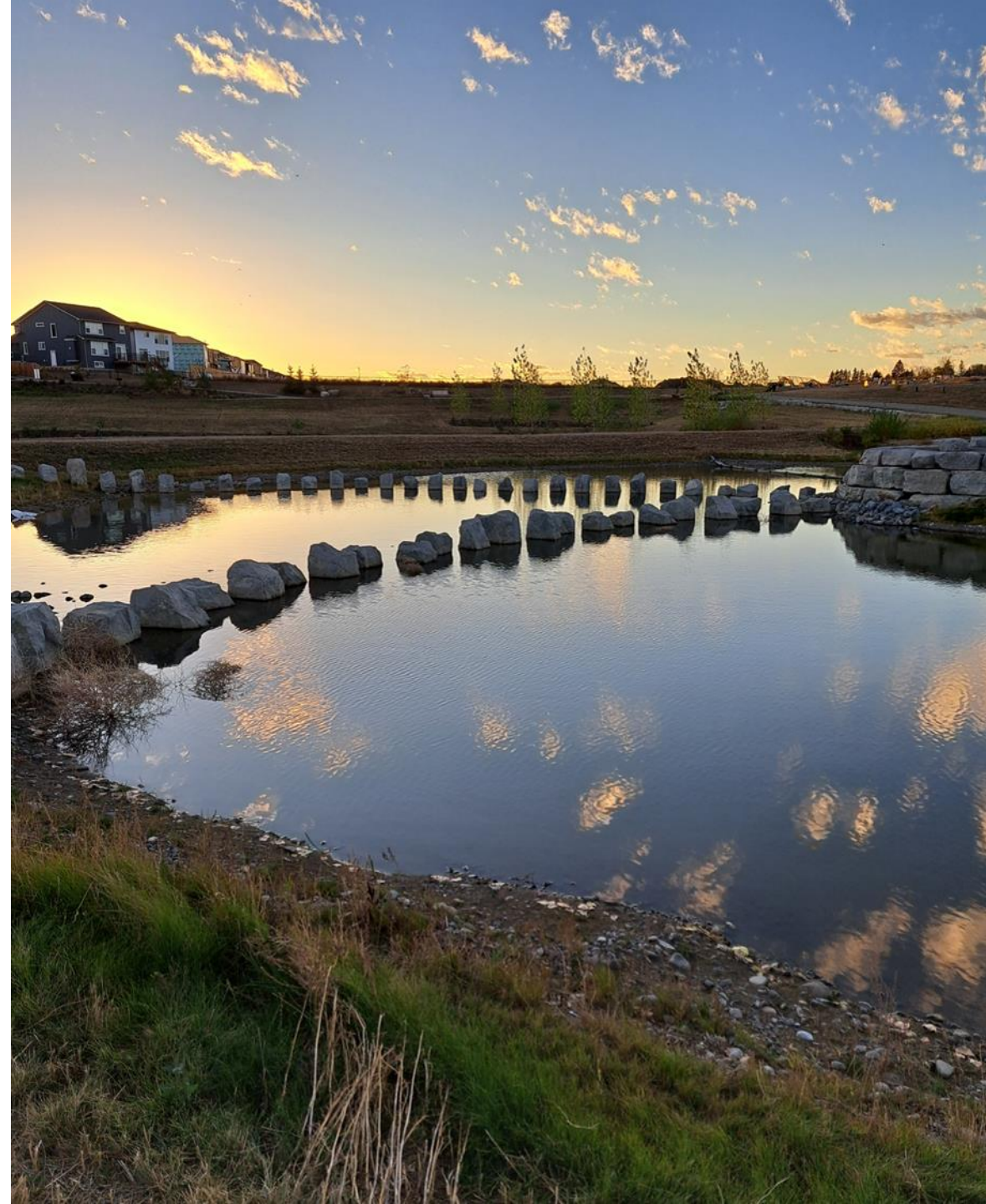
**NATURE BASED
STORMWATER
FEASIBILITY STUDY**

TOWN OF BON ACCORD



•••OVERVIEW

1. Background
2. Study Objectives
3. Stormwater Facility Options
 - a. Traditional Storm Pond
 - b. MAGNA Stormpark w treatment cells
 - c. MAGNA Stormpark w/o treatment cells
4. Costs & Phasing
5. Recommendations
6. Conclusions and Next Steps



••• BACKGROUND

Observed issues within Natural Area 2:

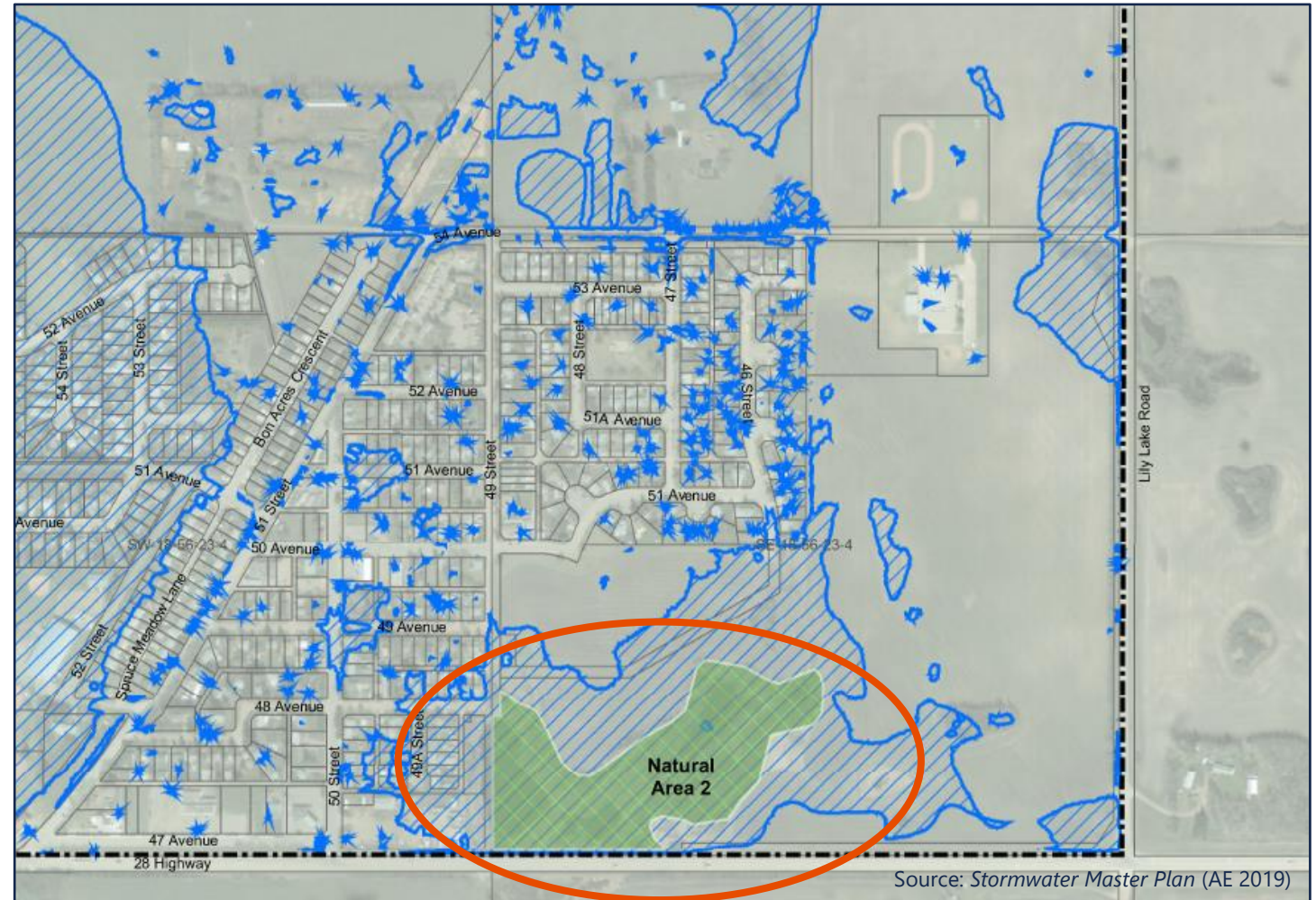
- Decreased stormwater storage capacity
- Flooding in adjacent areas during storm and snowmelt events
- Large sediment deposition
- Declining vegetation health

Stormwater Master Plan (AE 2019):

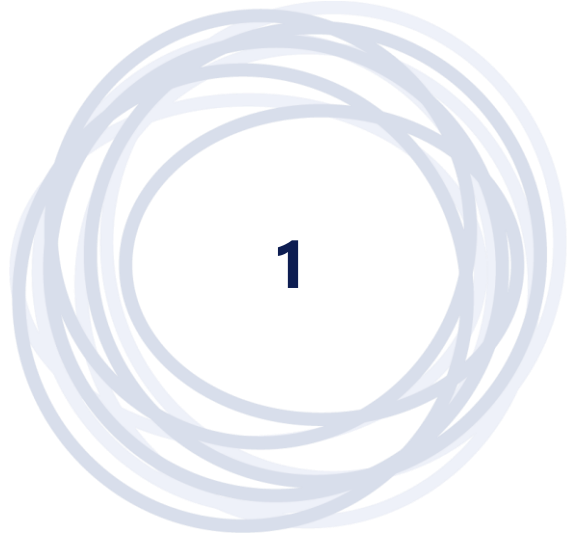
- Highlighted flooding potential near the wetland.
- Suggested expanding Natural Area 2 to increase capacity.

Wetland Storage Study (AE 2021):

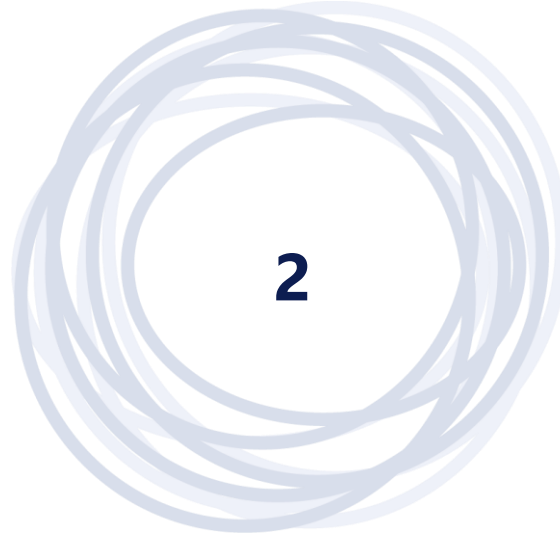
- Do not use Wetland as a storage element
- Construct new storm pond or constructed wetland east of Natural Area 2.



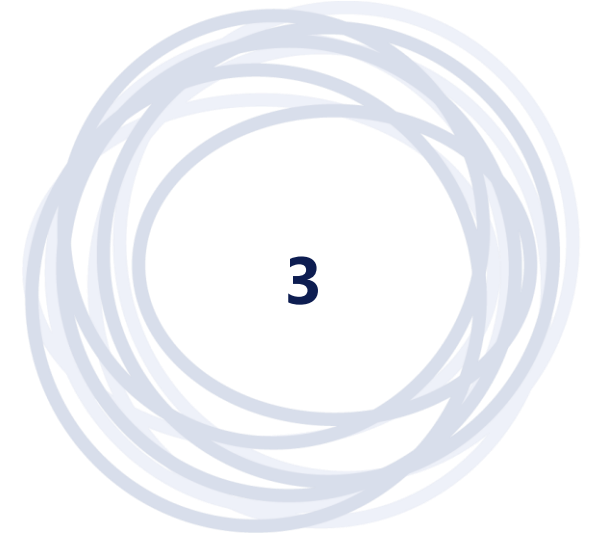
•••STUDY OBJECTIVES



IDENTIFY NATURE-BASED
STORMWATER SOLUTIONS TO
REPLACE OR RETROFIT NATURAL
AREA 2.



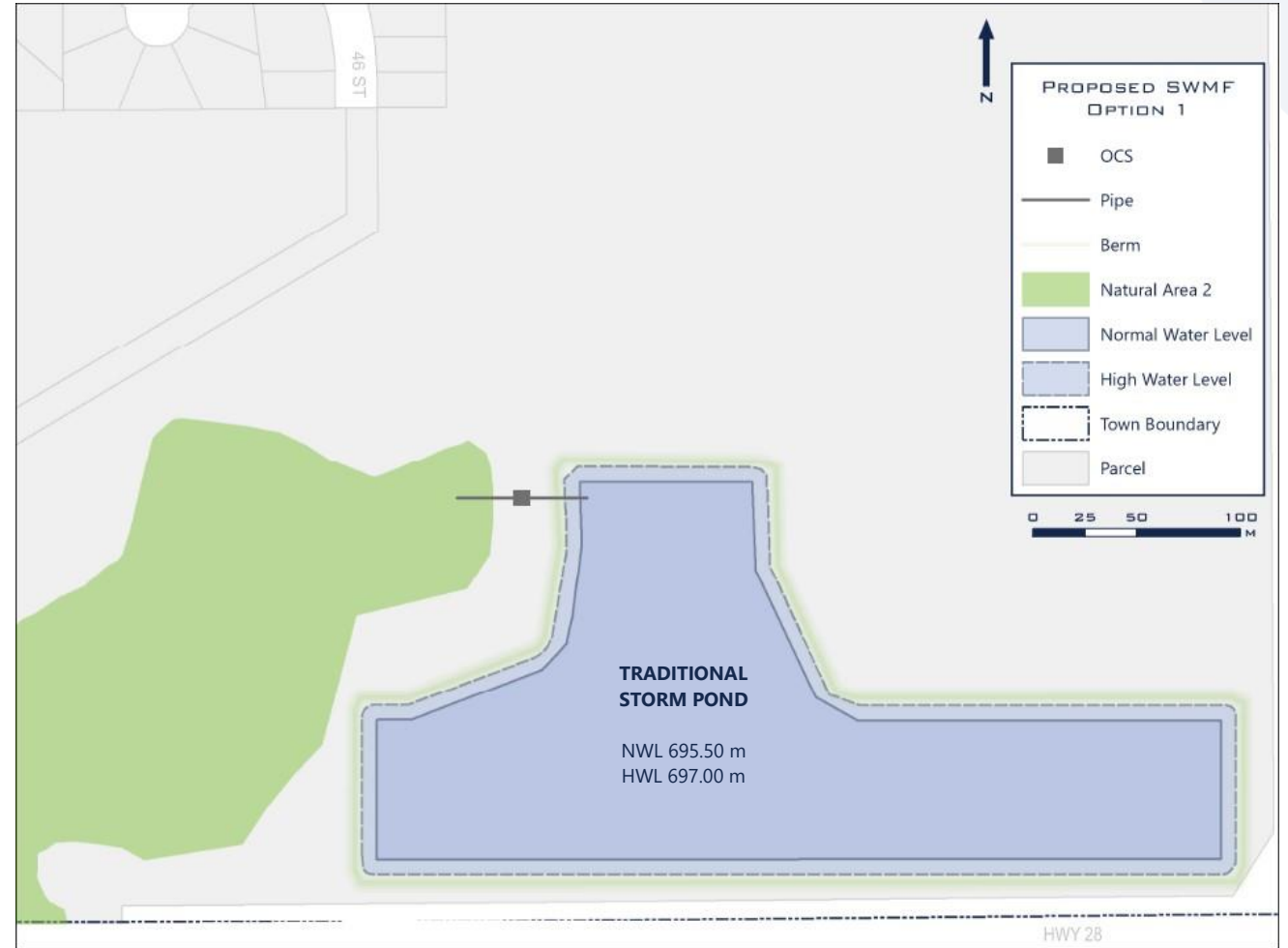
ASSESS OPTIONS BASED ON COSTS,
THE TOWN'S VALUES, AND
ENVIRONMENTAL AND AESTHETIC
BENEFITS.



INVESTIGATE POTENTIAL REUSE
OPPORTUNITIES FOR TREATED
STORMWATER AS A RESOURCE
WITHIN THE COMMUNITY.

••• OPTION 1: TRADITIONAL STORM POND

- A traditional pond is an engineered basin designed to collect rainwater and snowmelt from surrounding areas.
- It releases the accumulated water at a controlled rate, which helps prevent downstream flooding.
- Traditional ponds also improve water quality before discharge by capturing suspended sediments through gravitational settling.
- This option was retained from the Wetland Study (AE 2021) for comparison.

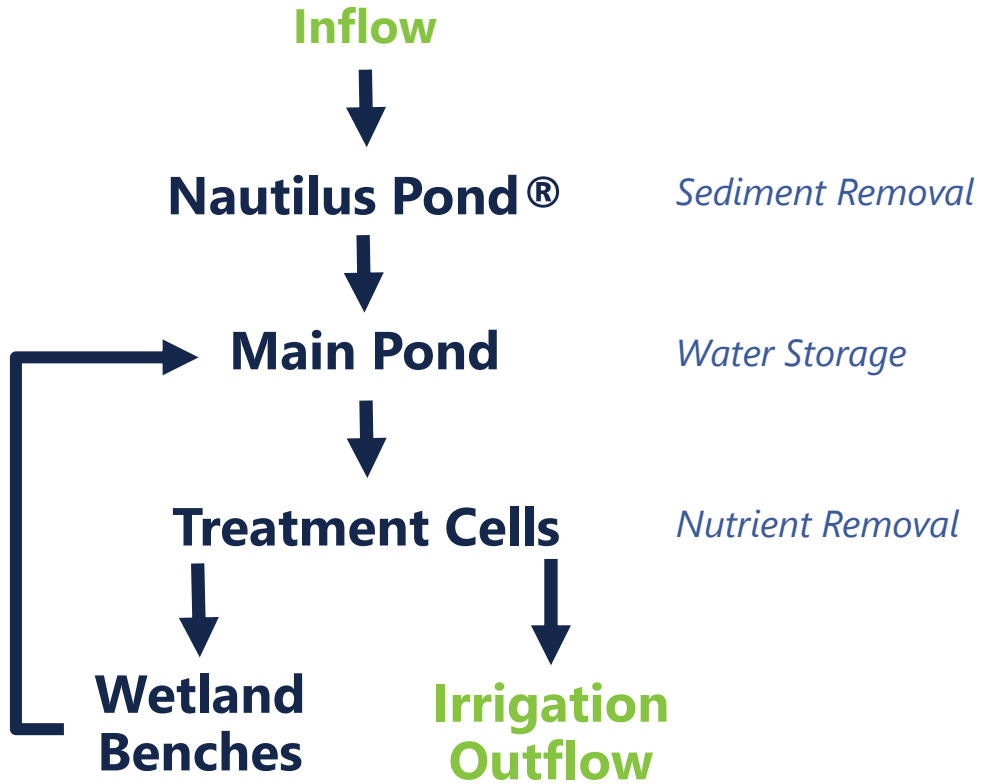


••• STORM PARK VS TRADITIONAL POND

- **Better Space Efficiency:** Integrates with wetland areas, making efficient use of available space.
- **Environmental Benefits:** Retains and promotes wetland ecosystems, contributing to overall environmental health.
- **Placemaking Advantages:** Serves as a community amenity and provides an ecological habitat.
- **Secondary Treatment:** Offers treatment for nutrients and microorganisms present in stormwater.
- **Water Reuse Opportunities:** Allows for irrigation supply using secondary-treated stormwater.



•••POND 2A STORM PARK



••• OPTION 2: STORM PARK W/ TREATMENT CELLS

- Potential to **integrate with Natural Area 2**
- **Flood protection** by storing runoff during rainfall events
- **Discharge by gravity** during wet weather
- **Recirculation during dry weather** for
 - Wetland maintenance
 - Secondary treatment and reuse
- **Enhanced wetland habitat** restores and preserves ecological habitat for **variety of wildlife, including migrating waterfowl, native animals, and other species.**
- Provides a **community amenity** with pathways and recreation spaces



*The proposed facility currently aligns with the existing Natural Area 2 boundary, but alternate alignments may be considered if required by the Town.

•••OPTION 3: STORM PARK W/O TREATMENT CELLS

- Potential to **integrate with Natural Area 2**
- **Flood protection** by storing runoff during rainfall events
- **Discharge by gravity** during wet weather
- **Enhanced wetland habitat** restores and preserves ecological habitat for **variety of wildlife, including migrating waterfowl, native animals, and other species.**
- Provides a **community amenity** with pathways and recreation spaces



*The proposed facility currently aligns with the existing Natural Area 2 boundary, but alternate alignments may be considered if required by the Town.

••• COSTS

Storm Park (both Options 2 and 3) construction and land costs are lower than the proposed traditional pond.

Other costs (to be determined through detailed design):

- Conveyance system tie-in
- Outlet/discharge alignments
- Wetland reconstruction credits

ESTIMATED COSTS FOR:	TRADITIONAL POND (AE 2021)	STORM PARK WITH TREATMENT WETLANDS	STORM PARK WITHOUT TREATMENT WETLANDS
CONSTRUCTION	\$9,705,000 ¹	\$5,375,000 ²	\$3,982,000 ²
LAND ACQUISITION	\$1,500,000	-	-
WETLAND DISTURBANCE	- ⁴	\$640,000 ³	\$640,000 ³
TOTAL	\$11,205,000	\$6,015,000	\$4,622,000

1 - Wetland Storage Study (AE 2021) reported the total construction cost as \$10,676,000 including 50% contingency and 15% design fees. Reported here without design fees.

2 - Does not include any contingency and design fees.

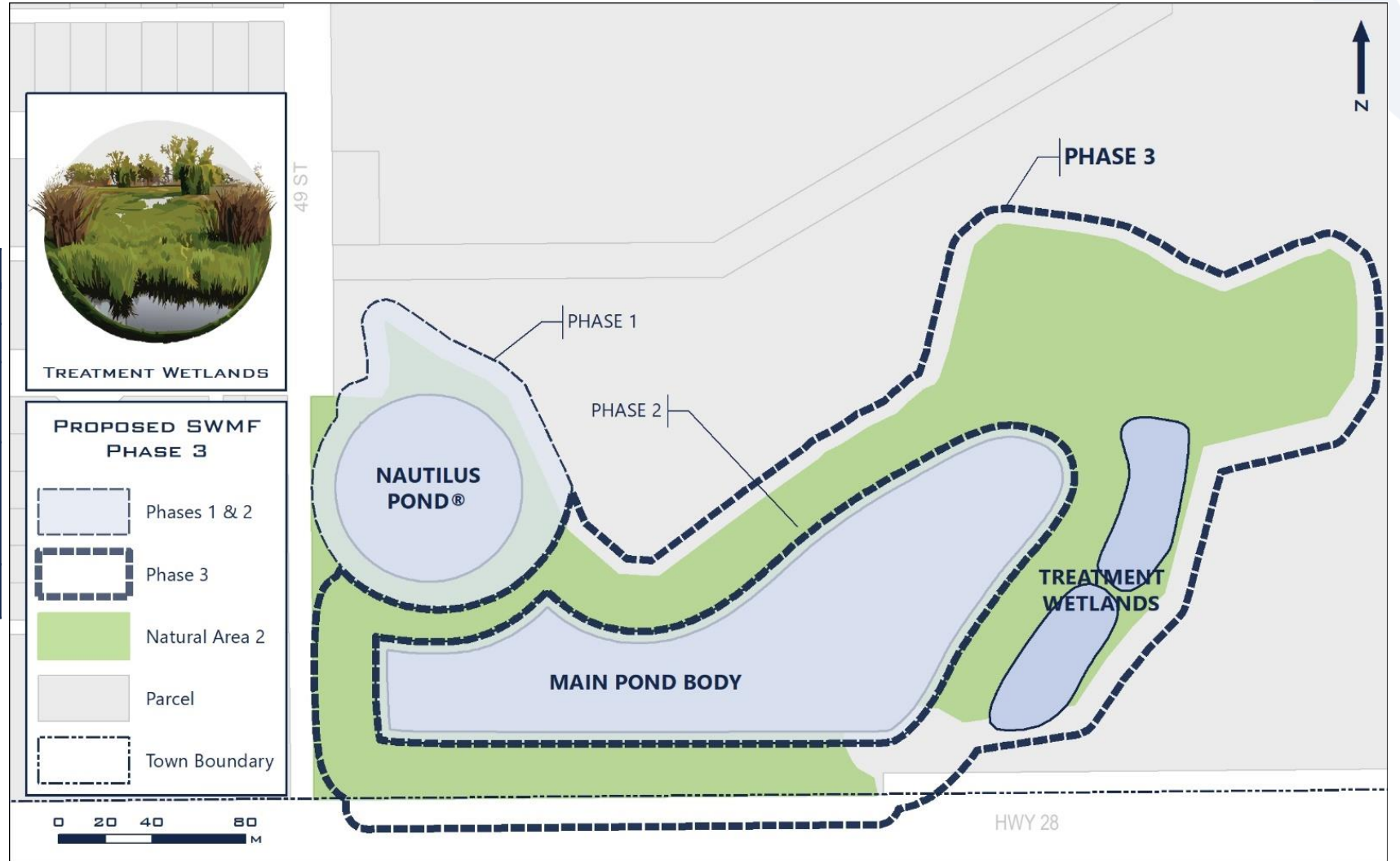
3 - Assumes \$160,000 max per hectare and 4 ha wetland disturbance. Does not consider classification of existing wetland, or potential reconstruction credits.

4 - No disturbance costs were reported by the *Wetland Study* (AE 2021); however, it is likely that some fees will be charged because the runoff is still routed through the wetland.

PHASING

PHASE	ELEMENTS	SUB-TOTAL
1	Nautilus Pond®	\$1,019,000
2	Main Pond	\$2,333,000
3	Wetland benches (Options 2 and 3)	\$630,000
	Pumps, treatment wetland cells (Option 2 only)	\$1,393,000

**Estimated construction costs only. Does not include contingency or design fees.*



••• RECOMMENDATIONS

- Based on the **technical benefits, costs**, and the **Town's values and expectations** from the facility, the **Storm Park solution (Options 2 & 3) is a better choice** than a traditional storm pond.
- The only **difference between Options 2 and 3 are the treatment wetland cells** included in Option 2 for secondary treatment, and not included in Option 3.
- **Secondary treatment** provides an alternate water source during dry weather (**drought resilience**) and allows flexible water volume management (**dewatering method if alternate means not available**).

CRITERIA		WEIGHTING SCORE	OPTION 1	OPTION 2	OPTION 3
Engineering & Planning Optimization	Footprint Size	3	1	3	3
	Water Quality (Regulatory Compliance)	1	2	3	2
	Site Servicing	2	2	1	2
Social	Public Perception / Aesthetic	3	2	3	3
	Water Reuse Opportunities	2	1	3	1
	Climate Change Resiliency	1	2	2	2
Economic	Capital Costs / Engineering Costs	3	1	2	3
	O&M Costs	3	3	2	3
Weighted Total (higher score indicates more favourable)			31	43	46

••• CONCLUSION & NEXT STEPS

CONCLUSION:

THE STORM PARK OPTIONS
ARE BEST ALIGNED WITH THE
TOWN'S VALUES AND
EXPECTATIONS

NEXT STEPS:

1. WETLAND CLASSIFICATION
2. OUTLET OPTIONS
3. CONVEYANCE TIE-IN



THANK YOU!



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NATURE-BASED STORMWATER FEASIBILITY STUDY TOWN OF BON ACCORD

PREPARED ON: 17 May 2024 **VERSION:** 1 **PREPARED FOR:** Town of Bon Accord

PREPARED BY:

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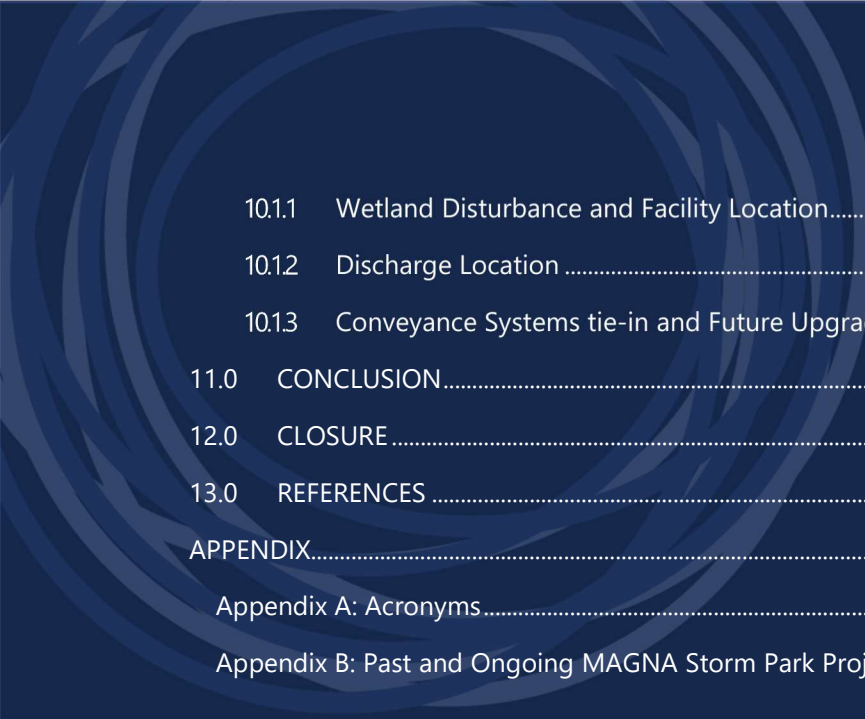
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TABLE OF CONTENTS

1.0	INTRODUCTION	1
2.0	PROJECT BACKGROUND	2
2.1	Existing System.....	3
2.2	Scope.....	5
2.3	Reference Documents	5
3.0	DESIGN PARAMETERS	7
3.1	Regulatory Requirements	7
3.1.1	Storage Capacity.....	7
3.1.2	Water Quality	7
3.2	Additional Considerations	8
3.2.1	Phasing	8
3.2.2	Facility Location and Wetland Disturbance.....	8
3.2.3	Discharge Location	9
3.2.4	Other Pollutants	9
3.2.5	Alternate Discharge and Reuse Opportunities	10
4.0	HYDROLOGIC ANALYSIS.....	11
4.1	Drainage Areas.....	11
4.1.1	Existing Conditions Catchments	11
4.1.2	Future Conditions Catchments	11
4.1.3	Inflow Boundary Conditions.....	11
4.1.4	Outflow Boundary Conditions.....	11
4.2	Runoff Volumes	12
4.2.1	Existing Conditions Catchments	12
4.2.2	Future Conditions Catchments	13
5.0	FACILITY DESIGN	14
5.1	Option 1: Traditional Storm Pond	14
5.1.1	Storage Capacity.....	14
5.1.2	Water Quality	14

5.13	Sizing and Location	14
5.2	Option 2: Storm Park with Enhanced Treatment	16
5.21	Storage Capacity	17
5.22	Water Quality	17
5.23	Naturalization.....	17
5.24	Sizing and Location	18
5.3	Option 3: Storm Park	20
5.4	Benefits and Other Considerations	21
5.41	Option 1: Traditional Storm Pond.....	21
5.42	Option 2: Storm Park with Enhanced Treatment	21
5.43	Option 3: Storm Park.....	23
6.0	COSTS OVERVIEW	24
6.1	Capital Costs.....	24
6.2	Wetland Disturbance and Facility Location	24
6.3	Discharge Location	25
7.0	COMPARATIVE ANALYSIS	26
7.1	Criteria Weighting	26
7.2	Comparative Analysis Results.....	26
7.3	Recommendation.....	27
8.0	PHASING	28
8.1	Phase 1	28
8.2	Phase 2	29
8.3	Phase 3	30
9.0	GRANT FUNDING OPPORTUNITIES	32
9.1	Alberta Drought and Flood Protection Program.....	32
9.2	Alberta Municipal Water/Wastewater Partnership	32
9.3	FCM Green Municipal Fund	32
9.4	Investing in Canada Infrastructure Program – Green Infrastructure.....	32
10.0	NEXT STEPS.....	33
10.1	Risk Identification and Mitigation.....	33



10.1.1	Wetland Disturbance and Facility Location.....	33
10.1.2	Discharge Location	33
10.1.3	Conveyance Systems tie-in and Future Upgrades	33
11.0	CONCLUSION.....	34
12.0	CLOSURE	36
13.0	REFERENCES	37
	APPENDIX.....	38
	Appendix A: Acronyms	39
	Appendix B: Past and Ongoing MAGNA Storm Park Projects.....	40

LIST OF FIGURES

Figure 2.1: Bon Accord Location	2
Figure 2.2: Town of Bon Accord Drainage Basins	3
Figure 2.3: Existing Stormwater System Areas of Concern.....	4
Figure 2.4: Existing Stormwater System	5
Figure 3.1: Water from Pond 2A Storm Park Irrigated Nearby Farmer’s Fields.....	10
Figure 4.1: Existing Catchment Areas.....	12
Figure 4.2: Future Catchment Areas	13
Figure 5.1: Traditional Storm Pond Site Plan	15
Figure 5.2: Nautilus Pond® Rendering	16
Figure 5.3: Dawson’s Landing Pond 2A Storm Park in Chestermere, AB.....	16
Figure 5.4: Storm Park vs. Traditional Storm Pond.....	18
Figure 5.5: Proposed Storm Park (with Treatment Cells) Site Plan.....	19
Figure 5.6: Storm Park (without Treatment Cells) Site Plan	20
Figure 8.1: Proposed SWMF Phase 1	29
Figure 8.2: Proposed SWMF Phase 2	30
Figure 8.3: Proposed SWMF Phase 3	31

LIST OF TABLES

Table 4.1: Existing Catchment Area Characteristics.....	11
Table 4.2: Future Catchment Area Characteristics	11
Table 5.1: Traditional Storm Pond (Option 1) Depth-Area Rating	15
Table 5.2: Storm Park Depth-Area Rating	19
Table 6.1: Capital Costs Comparison.....	24
Table 6.2: Land Acquisition / Wetland Disturbance Costs Comparison.....	24
Table 7.1: Comparative Analysis Criteria Weighting	26
Table 7.2: Comparative Analysis Summary	27
Table 8.1: Proposed Phasing Plan and Objectives	28

1.0 INTRODUCTION

MAGNA Engineering Services Inc. (MAGNA) has been engaged by the Town of Bon Accord (the Town) to conduct a feasibility study and high-level concept design of a stormwater management facility (SWMF) to retrofit an existing stormwater wetland facility called "Natural Area 2" in the southeast portion of the Town.

The innovative solutions being examined are intended to support the City's sustainability vision and values, outlined in the *Town of Bon Accord Municipal Development Plan (2024)*.

The main objectives of this feasibility study are:

- To identify and analyze a spectrum of feasible SWMF options, such as nature-based storm parks, to replace or supplement the stormwater capacity of the existing Natural Area 2 in the southeast portion of the town.
- To assess and compare the SWMF options based on upfront capital costs, long-term operations, maintenance, and lifecycle needs, as well as the Town's values, environmental benefits, and aesthetic appeal.
- Investigate stormwater quality improvement for water reuse opportunities for treated stormwater as a resource within the community to provide drought resilience.

The first objective will be met by developing conceptual SWMF designs that align with the *City of Edmonton Stormwater Management and Design Manual (2022)*, the *Town of Bon Accord Stormwater Master Plan (AE, 2019)*, and industry best practices. The second objective will be met by comparing each conceptual design on the basis of the values assessment completed during the background report phase. Some of the Town's key values relevant to this study include:

- Developing a stormwater management solution that optimizes land use within the existing Natural Area 2 wetland and adjacent areas.
- Reducing flooding within the Town during storm and snow melt events by providing sufficient storage.
- Ensuring downstream stormwater discharge quality meets or exceeds Provincial requirements and meets the requirements of an integrated wetland facility.
- Economically viable in terms of its capital costs, operations, and maintenance (O&M) requirements.
- Can be phased in its construction to support various grant funding opportunities over a longer period of time.
- Provides environmental value for the site and enhances the public's perception and aesthetic value of the site.
- Provides opportunities for stormwater reuse.

The Town's values and priorities are integral to the feasibility study process.

Ultimately, the intention of this feasibility study is to provide the Town with solutions that help restore Natural Area 2 back as a natural amenity and increase its stormwater storage and treatment capacity.

2.0 PROJECT BACKGROUND

Nestled in central Alberta outside of Edmonton, St. Albert, and Fort Saskatchewan on Highway 28, the Town of Bon Accord is a rural community of approximately 1,500 residents in the heart of Sturgeon County (**Figure 2.1**).

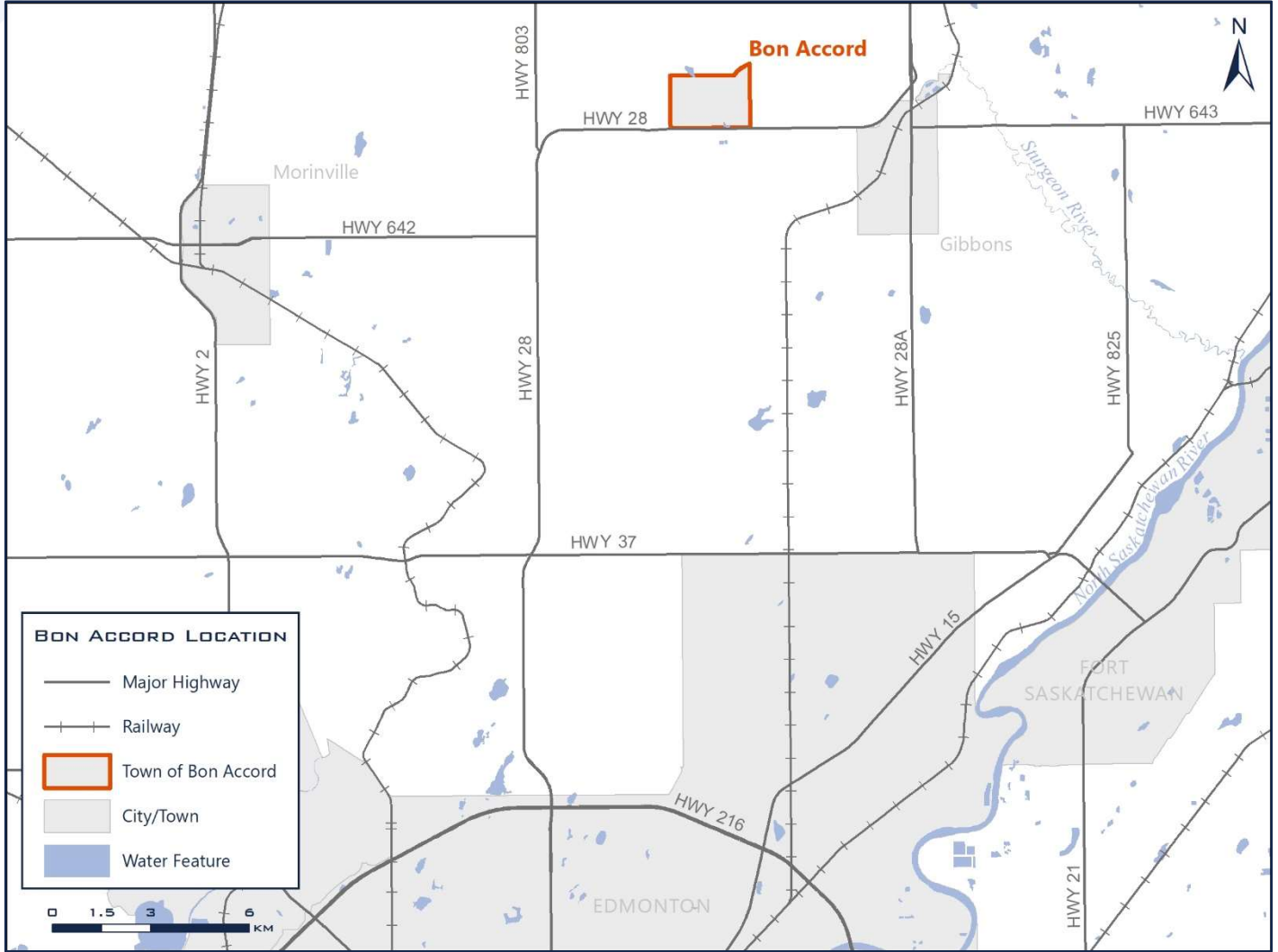


Figure 2.1: Bon Accord Location

" [The Town of Bon Accord is] a prosperous, residential, and industrial community with vibrant spaces for recreation, celebration, and maintaining a hometown feeling."

(Town of Bon Accord Municipal Development Plan, 2024)

Ensuring that "culture, heritage, unique small-town character, and warm-heartedness is not only preserved amidst future development and re-development, but strengthened as well" is particularly important to the Town (*Bon Accord Gateway Plan 2012*). Therefore, this study is significant because the potential economic, social, environmental, and recreational benefits of a nature-based stormwater solution such as a storm park will not only help preserve and strengthen Bon Accord's character and uniqueness but will also address two major strategic priorities outlined in the *July 4 2023 Town of Bon Accord Regular Council Meeting Agenda* around infrastructure and identity:

- “The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner” (Priority 3: Infrastructure).
- “Bon Accord has a strong, positive identity as an environmentally progressive, family-oriented, welcoming community” (Priority 4: Identity).

Improving the Town’s stormwater management system will not only reduce risk of flooding and backups but will also ensure that the Town is prepared to discharge treated stormwater that meets all current provincial and regulatory requirements into the surrounding watershed. Beyond the primary objectives listed above, this feasibility study aims to provide a stormwater management strategy that offers sustainability, community integration, improved water quality, and effective control and discharge into downstream water bodies.

2.1 EXISTING SYSTEM

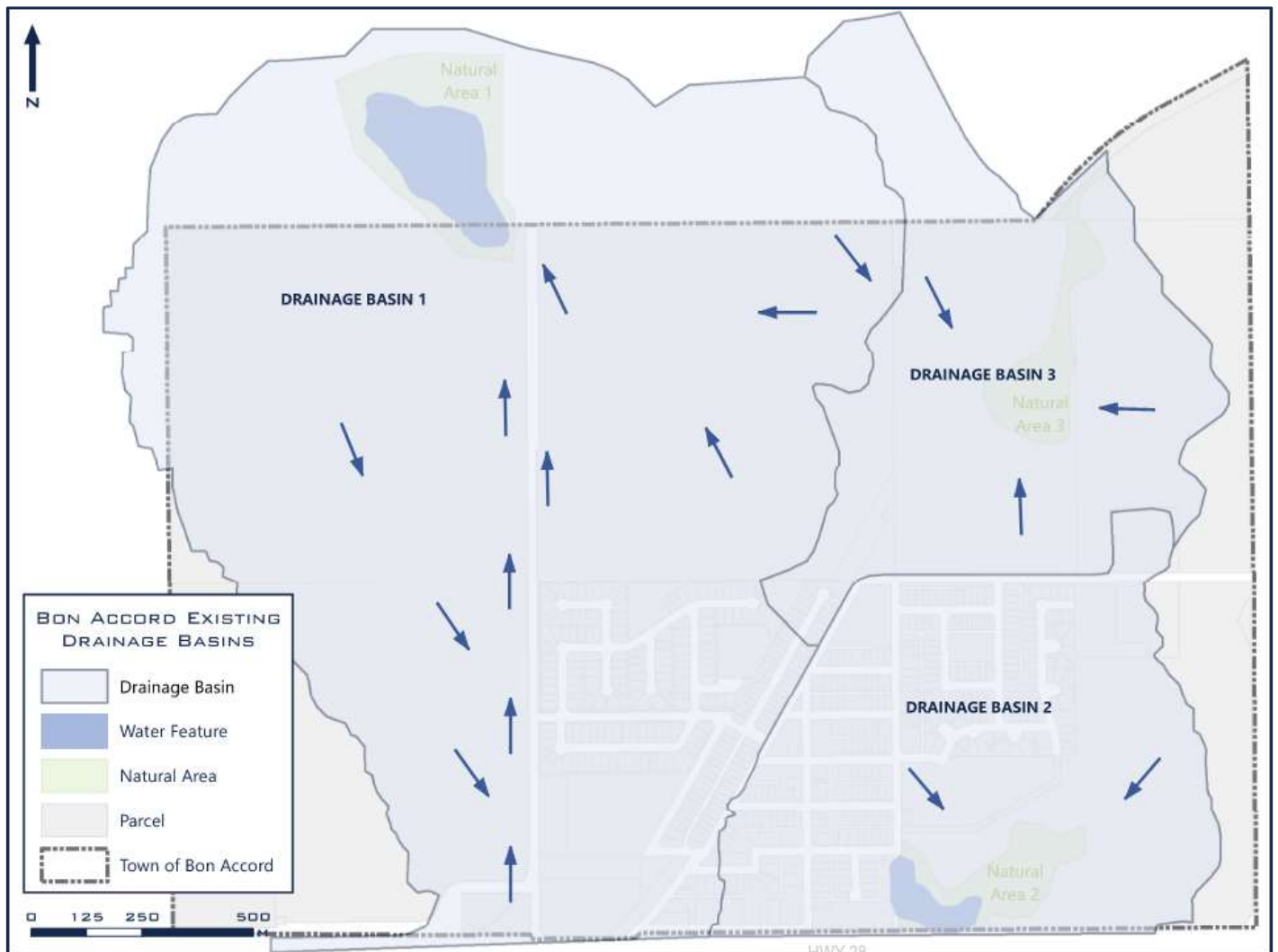


Figure 2.2: Town of Bon Accord Drainage Basins

Data Source: Associated Engineering (2019)

The Town currently operates and maintains a stormwater system consisting of underground storm sewers, manholes, ditches, and culverts, that discharge stormwater runoff to three ‘Natural Areas’, which function as the Town’s SWMFs.

Runoff from most of the existing developed areas currently drains to 'Natural Area 2', located in the southeast portion of the Town.

In recent years, the Town has identified issues such as large sediment deposition, decreased stormwater capacity, and declining vegetation health within Natural Area 2, as well as flooding in the adjacent areas during storm and snowmelt events. The Town's *Wetland Storage Study* (AE 2021) 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. The *Town of Bon Accord Stormwater Master Plan* (AE 2019) also reported a potential stormwater ponding/flooding zone around Natural Area 2 (**Figure 2.3**) and suggested expanding the existing Natural Area 2 to accommodate existing and future stormwater flows to mitigate the observed flooding.

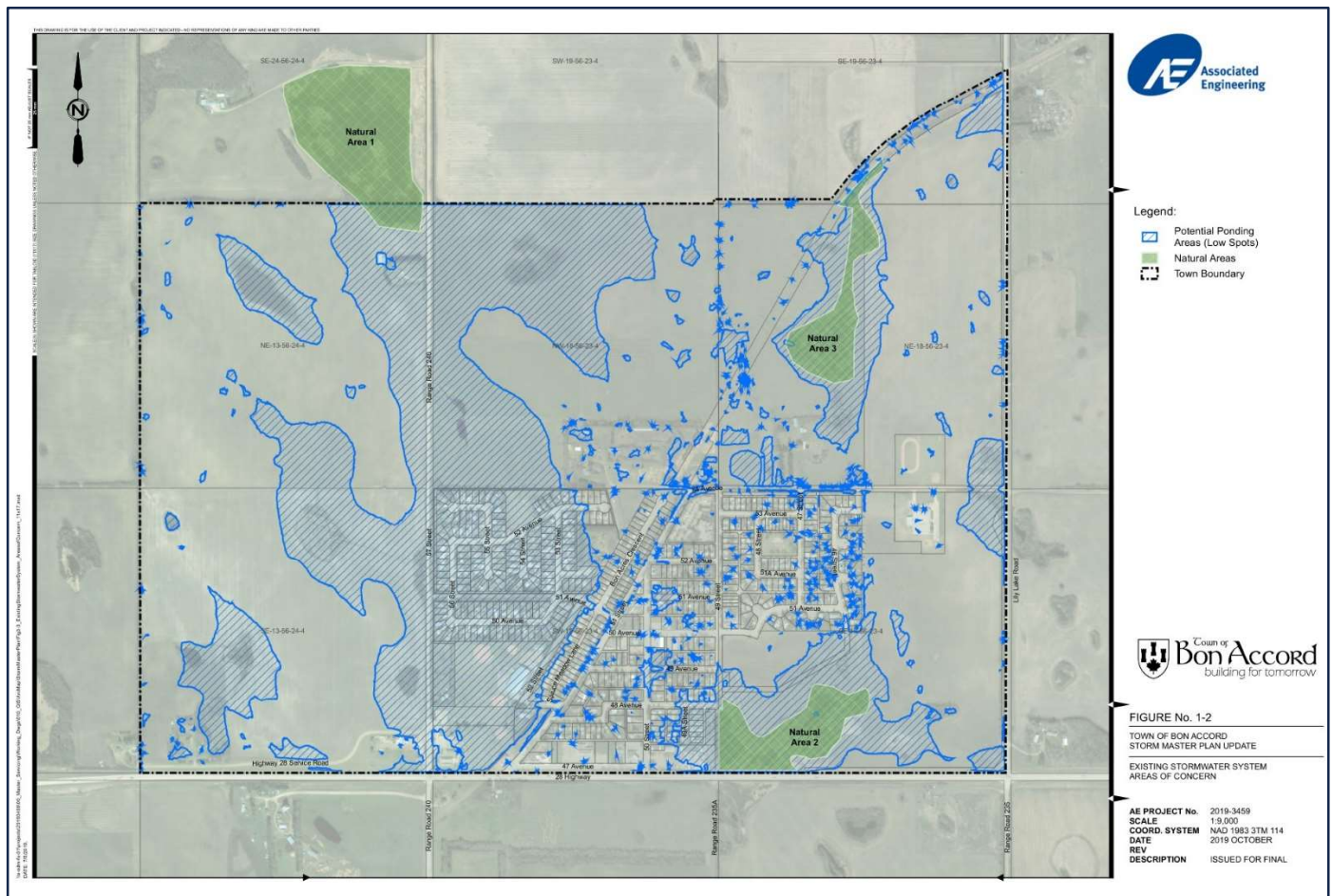


Figure 2.3: Existing Stormwater System Areas of Concern
Source: Town of Bon Accord Stormwater Master Plan, Associated Engineering (2019)

Therefore, the intent of this *Nature-Based Stormwater Feasibility Study* is to examine naturalized SWMF options to retrofit Natural Area 2 and address the Town's current and future stormwater needs for storage and water quality improvements. Specific objectives have been described in **Section 1**.

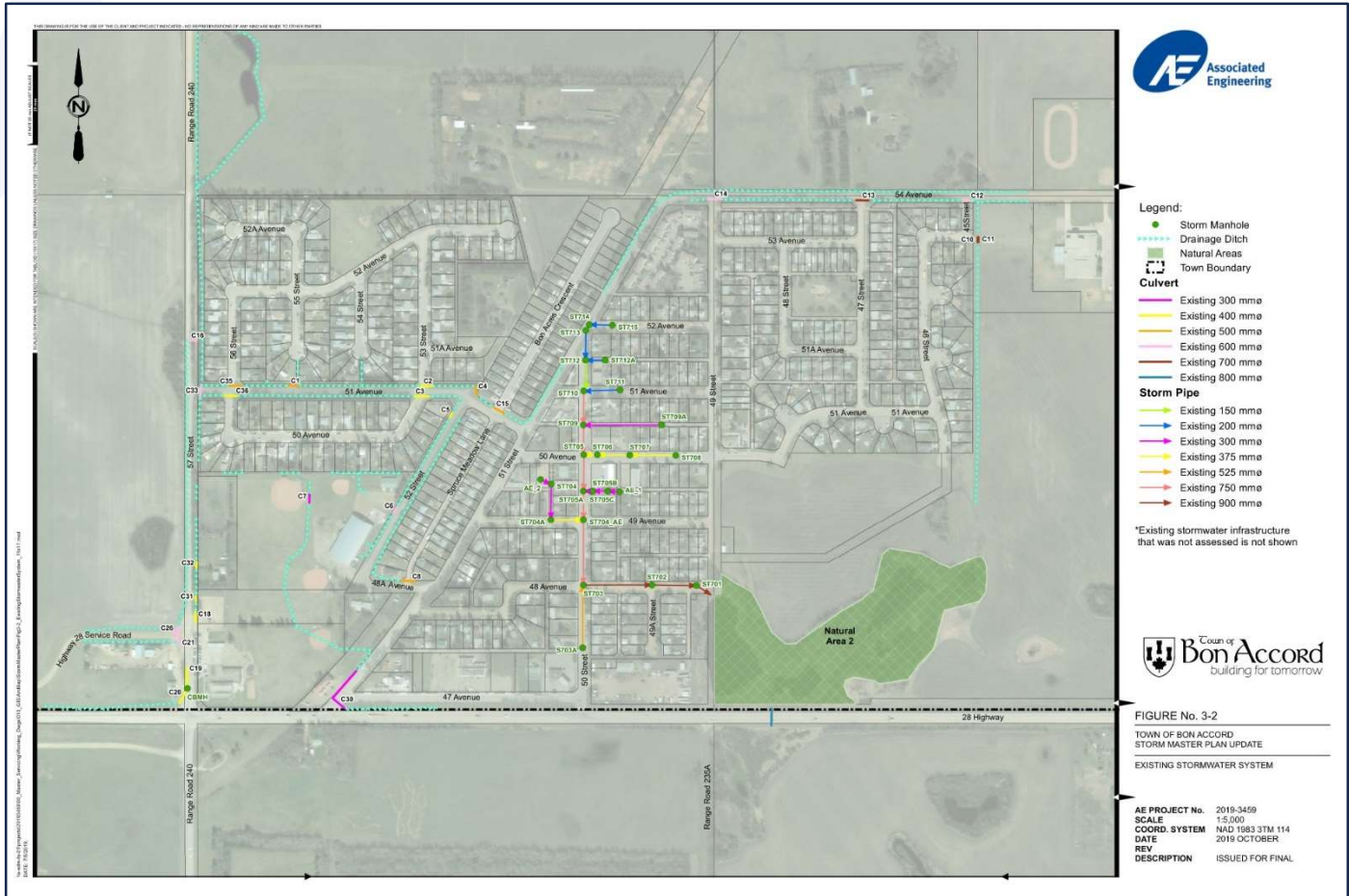


Figure 2.4: Existing Stormwater System
 Source: Town of Bon Accord Stormwater Master Plan, Associated Engineering (2019)

2.2 SCOPE

This feasibility study is focused on providing potential solutions to retrofit and improve the stormwater capacity of Natural Area 2. The *Town of Bon Accord Stormwater Master Plan* (AE, 2019) also noted that the existing minor and major conveyance systems do not have sufficient capacities. The report proposed a number of upgrades that are not included as part of this assessment. **Figure 2.4** (above) shows the existing minor and major storm conveyance elements. The catchments and capacities of Natural Areas 1 and 3 are not within the scope of this report.

2.3 REFERENCE DOCUMENTS

Several background documents were reviewed to understand the Town’s existing stormwater infrastructure and future needs. The reviewed documents include:

- *Town of Bon Accord Municipal Development Plan Bylaw 2023-10* (Town of Bon Accord, 2024)
- *Town of Bon Accord Stormwater Facility Feasibility Study Background Report* (MAGNA Engineering, 2023)
- *Town of Bon Accord GIS Shapefiles* (Personal Communication with the Town, 2023)
- *Town of Bon Accord Wetland Storage Study* (Associated Engineering, 2021)
- *Town of Bon Accord Stormwater Master Plan* (Associated Engineering, 2019)
- *Town of Bon Accord Drainage Study* (UMA Engineering, 2005)

The following additional documents were reviewed to guide the design process:

- *City of Edmonton Design and Construction Standards Volume 3-02: Stormwater Management and Design Manual* (City of Edmonton, 2022)
- *City of Edmonton Design and Construction Standards Volume 3-01: Development Planning Procedure and Framework* (City of Edmonton, 2021)
- *Alberta Wetland Mitigation Directive*. (Government of Alberta, 2018)
- *Municipal Policies and Procedures Manual* (Alberta Environment, 2001)
- *Stormwater Management Guidelines for the Province of Alberta* (Alberta Environmental Protection, 1999)

3.0 DESIGN PARAMETERS

3.1 REGULATORY REQUIREMENTS

The *Town of Bon Accord Stormwater Master Plan* (AE, 2019) recommended that the Town adopt the *City of Edmonton Design and Construction Standards* for its stormwater infrastructure. This section summarizes the relevant guidelines from *City of Edmonton Design and Construction Standards*, the *Stormwater Management Guidelines for the Province of Alberta*, and the *Town of Bon Accord Stormwater Master Plan* applicable to this feasibility study.

3.1.1 STORAGE CAPACITY

DESIGN STORMS

The *City of Edmonton Design and Construction Standard* (2021) recommends that SWMFs provide, as a default, a retention volume equivalent to 120 mm of rainfall over the total catchment area draining to the facility. If a suitable outlet is available for the SWMF, the outflow during runoff events is also considered in the determination of the required storage. Additionally, each SWMF design (considering available outflows) should be verified through computer simulation for its response to the following design rainfall events:

- 1:100-year, 24-hour synthetic design event based on the Huff distribution
- July 14 - 15, 1937 storm event
- July 10 - 11, 1978 storm event
- July 2 - 3, 2004 storm event
- July 12, 2012 storm event

The 1:100-year, 24-hour design storm was used as the primary design criteria for this study.

POST-EVENT DRAWDOWN

The *City of Edmonton Design and Construction Standard* (2021) recommends that SMWF outlets should have sufficient capacity to allow post-event drawdown of facility water levels such that the SWMF storage capacity is restored as follows:

- 1:5-year runoff capacity within 24 hours
- 1:25-year runoff capacity within 48 hours
- 90% of the facility full volume within 96 hours

This drawdown analysis should be evaluated using the Huff distribution design storms provided by the City of Edmonton (2022). If the storage capacity cannot be restored through post-event drawdown, the SWMF capacity should be evaluated for sequential rainfall events using continuous rainfall records.

OUTFLOW RELEASE RATE

The *Town of Bon Accord Stormwater Master Plan* (AE, 2019) recommends that the outflow from SMWFs be limited to 6 L/s/ha.

3.1.2 WATER QUALITY

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. Therefore, reducing the amount of sediment in stormwater runoff through the collection in a SWMF is crucial for maintaining downstream water quality and protecting aquatic ecosystems.

The *City of Edmonton Design and Construction Standard (2022)* and *Alberta Municipal Policies and Procedures Manual (2001)* recommend that any proposed SWMF should remove, at a minimum, 85% of sediment with a particle size of 75µm or greater from stormwater runoff prior to discharge. Particularly for constructed wetlands, the *City of Edmonton Design and Construction Standard (2022)* recommends the use of sediment forebays to provide sediment removal as pre-treatment.

3.2 ADDITIONAL CONSIDERATIONS

3.2.1 PHASING

As the Town experiences future land use changes through development within the Natural Area 2 catchment, an increase in both the volume and rate of stormwater runoff is also anticipated. Therefore, the proposed solutions were also analyzed in terms of their capacity to meet future demands. The existing catchment characteristics were determined using the Town's GIS Shapefiles (2023) and the *Stormwater Master Plan (AE, 2019)*. The expected future catchment characteristics were determined from the *Town of Bon Accord Municipal Development Plan (2024)*.

Additionally, to manage the costs associated with the full-build out of the stormwater management facility, a phased-construction approach was investigated. The goal of the facility phasing is to ensure an effective balance between the Town's stormwater management needs and overall construction and maintenance costs. Phasing considerations are discussed in **Section 8**.

3.2.2 FACILITY LOCATION AND WETLAND DISTURBANCE

The Town anticipates that proposed SWMFs can be retrofit within the footprint of the existing Natural Area 2. However, the classification and description of this area varies in past reports. The Town's *Wetland Storage Study (AE, 2021)* notes that Natural Area 2 is a "crown-claimed wetland", whereas the *Drainage Study (UMA, 2005)* records this as a "natural marsh area" and the *Town of Bon Accord Stormwater Master Plan (AE, 2019)* simply refers to it as a "natural area".

Any wetland disturbance will need to align with the *Alberta Wetland Mitigation Directive (2018)*. Some of the permits and approvals process include an evaluation of the Natural Area 2 by a wetland specialist, and subsequent engagement regarding minimization, reclamation, or replacement, associated compensations for replacement and monitoring, and potential credits for reconstruction.

MAGNA has previously undertaken and successfully completed projects involving wetland reconstruction and integration into SWMFs for credit, such as the *Livingston Phase 26 Storm Pond E* located in northeast Calgary. The Pond E facility was specifically designed as a combined storm pond and constructed wetland (i.e., a storm park) facility to replace a portion of an existing large wetland through successful coordination with target groups including the City of Calgary and the Province under formal *Water Act* and *Environmental Protection and Enhancement Act (EPEA)* applications. More details regarding the Pond E project are included in **Appendix B**.

It is currently expected that Natural Area 2 can be disturbed and retrofit to enhance its stormwater capacity. However, alternate locations for the facility may be considered during detailed design if regulatory requirements do not allow for the disturbance of Natural Area 2.

3.2.3 DISCHARGE LOCATION

Typically, stormwater collected in a SWMF is discharged downstream by gravity through a dedicated outlet control structure (OCS), and eventually reaches a receiving water body such as a lake or river. Since the Town is located within the Sturgeon River watershed, the Sturgeon River is likely to be the ultimate receiving water body.

Past reports offer contrasting information about the availability of outflow conveyance infrastructure for Natural Area 2:

- The *Drainage Study* (UMA, 2005) reported the presence of an 800 mm diameter culvert across Highway 28, located to the south of Natural Area 2, and a drainage ditch running east-west along Highway 28.
- The *Stormwater Master Plan* (AE, 2019) also acknowledged an 800 mm culvert at the south end of Natural Area 2, which conveys flows from Natural Area 2 into a ditch system running east-west along Highway 28, and then this continues to a north-south ditch system along Lily Lake Road, ultimately discharging into the Sturgeon River.
- The *Wetland Storage Study* (AE, 2021) indicated that Natural Area 2 currently lacks an outlet. Instead, it proposed four outlet alignment options extending beyond the Town's limits.

More recent information from the Town (project communication, 13th of March 2024) indicates that a large culvert does exist near the middle of the south edge of the existing Natural Area 2, connecting the wetland to the southside of Highway 28. This culvert allows excess flows from the Natural Area 2 across Highway 28 during large snowmelt and rainfall events, to prevent highway flooding.

However, the Town noted that there is no existing drainage path on either side of Highway 28 due to the elevation of the ditches and surrounding lands. Therefore, the only means of dewatering Natural Area 2 (and the interconnected area south of Highway 28) currently is through evaporation and ground absorption.

For the proposed SWMFs, gravity-based dewatering will require the construction or upgrades to an existing a drainage ditch towards the Sturgeon River or its tributary. This will require coordination with Sturgeon County and other target groups since the drainage will continue beyond the Town's boundary.

The SWMF options proposed in this report currently assume dewatering via a gravity-flow ditch or similar system, to maintain comparability with the options presented in the *Wetland Storage Study* (2021). An alternate dewatering opportunity, through irrigation reuse of treated stormwater, is explored in **Sections 3.2.4** and **3.2.5**.

Detailed information regarding potential outlet ditch alignments, or other alternate discharge options will need to be confirmed before detailed design, since the facility sizing may need to be modified accordingly.

3.2.4 OTHER POLLUTANTS

The *Stormwater Management Guidelines for the Province of Alberta* (1999) also describe other pollutants in stormwater runoff including nutrients, microorganisms, and salts.

Nutrients such as nitrogen and phosphorous are found in high concentrations in stormwater and can lead to eutrophication. Eutrophication is a process where aquatic ecosystems receive excess nutrients, resulting in harmful algal blooms, and reduced dissolved oxygen levels, thereby affecting aquatic life.

Stormwater may also contain microorganisms such as E-coli and fecal coliform in elevated levels due to cross-connected sanitary systems or from animal/bird waste.

The reduction of microorganism concentrations is important before stormwater reuse for irrigation is considered (*Alberta Health Public Health Guidelines for Water Reuse and Stormwater Use 2021*). Reducing nitrogen and phosphorous, which are essential nutrients for pathogens, will also help prevent pathogen regrowth after secondary treatment.

3.2.5 ALTERNATE DISCHARGE AND REUSE OPPORTUNITIES

Stormwater reuse for irrigation is a potential application for water volume management in SWMFs, which also provides an independent water source for local irrigation separate from potable water sources. Stormwater runoff stored in a SWMF can be reused for irrigation if consistent flows and water quality can be provided through secondary treatment (as described in **Section 3.2.4**). In conventional storm pond facilities, this is achieved through resource-intensive mechanical processes such as UV disinfection.

MAGNA has previously undertaken and successfully completed projects involving stormwater secondary treatment through passive, nature-based infrastructure and irrigation reuse for water volume management, such as the *Dawson's Landing Storm Pond 2A* located in the City of Chestermere.

Pond 2A uses a set of treatment cells – a horizontal surface flow wetland and a vertical flow biofilter to provide secondary treatment and produces high-quality irrigation water, which is then pumped to a nearby farmer's field.

The use of irrigation reuse has been particularly impactful to the community of Dawson's Landing and Chestermere. No gravity-based outflow options currently exist for Pond 2A, and the irrigation reuse has become the primary means of dewatering the facility. This dewatering is essential to restore storage capacity of the facility for runoff from future rainfall events.

Additionally, high-quality stormwater from Pond 2A is also supporting local farmers as it provides them with an alternative to expensive potable water, contributing to both crop quality and financial security.

More details about Pond 2A are included in **Appendix B**.



Figure 3.1: Water from Pond 2A Storm Park Irrigated Nearby Farmer's Fields

4.0 HYDROLOGIC ANALYSIS

Based on the design parameters described in **Section 3**, a PCSWMM model was developed to estimate the storage volumes required for runoff generated within the Natural Area 2 catchments. The City of Edmonton (2022) 1:100-year, 24-hour Huff distribution storm was used as the design event.

4.1 DRAINAGE AREAS

4.1.1 EXISTING CONDITIONS CATCHMENTS

The existing catchment area for Natural Area 2 (**Figure 4.1** on Page 12) is estimated as ± 83 ha (**Table 4.1**).

Table 4.1: Existing Catchment Area Characteristics

CATCHMENT ID	DESCRIPTION	AREA (ha)	IMPERVIOUSNESS (%)
C-D1	Mostly residential with few commercial areas, including a conveyance system consisting of storm sewer pipes and manholes towards Natural Area 2.	15.63	50
C-D2	Mostly residential, including a conveyance system consisting of culverts and ditches towards Natural Area 2.	16.31	50
C-D3	Mostly residential; overland flow towards Natural Area 2.	14.20	50
C-U1	Undeveloped area; overland flow towards Natural Area 2.	28.95	20
C-NA	Natural Area 2; estimated water surface area assumed as 100% impervious.	7.78	20

4.1.2 FUTURE CONDITIONS CATCHMENTS

The future catchment area for Natural Area 2 is estimated as ± 94 ha (**Table 4.2**), and shown on **Figure 4.2** (on Page 13).

Table 4.2: Future Catchment Area Characteristics

CATCHMENT ID	DESCRIPTION	AREA (ha)	IMPERVIOUSNESS (%)
C-D1	Mostly residential with few commercial areas, including a conveyance system consisting of storm sewer pipes and manholes towards Natural Area 2.	15.63	50
C-D2	Mostly residential, including a conveyance system consisting of culverts and ditches towards Natural Area 2.	16.31	50
C-D3	Mostly residential; overland flow towards Natural Area 2.	14.20	50
C-D4	Mostly residential with few commercial areas. To be serviced by future major and minor (conveyance) systems towards Natural Area 2.	40.00	50
C-NA	Natural Area 2; estimated water surface area assumed as 100% impervious.	7.78	20

4.1.3 INFLOW BOUNDARY CONDITIONS

No inflows from adjacent catchment areas are expected to contribute to Natural Area 2.

4.1.4 OUTFLOW BOUNDARY CONDITIONS

The allowable peak release rate from the proposed SWMF was set as 6 L/s/ha based on the *Town of Bon Accord Stormwater Master Plan* (AE, 2019).

4.2 RUNOFF VOLUMES

4.2.1 EXISTING CONDITIONS CATCHMENTS

A PCSWMM model analysis was conducted to determine the total runoff generated during a 1:100-year, 24-hour design storm from the existing conditions catchments. The PCSWMM model inputs were based on the design parameters discussed in **Section 3**, and existing catchment conditions are described in **Section 4.1.1**.

The model results indicated that $\pm 33,000 \text{ m}^3$ of runoff will be generated from the developed areas within the existing catchment. However, the existing catchment also comprises of a large undeveloped area and Natural Area 2. The combined runoff volume from all areas (developed, undeveloped, and Natural Area 2) determined through the model was $\pm 50,000 \text{ m}^3$.

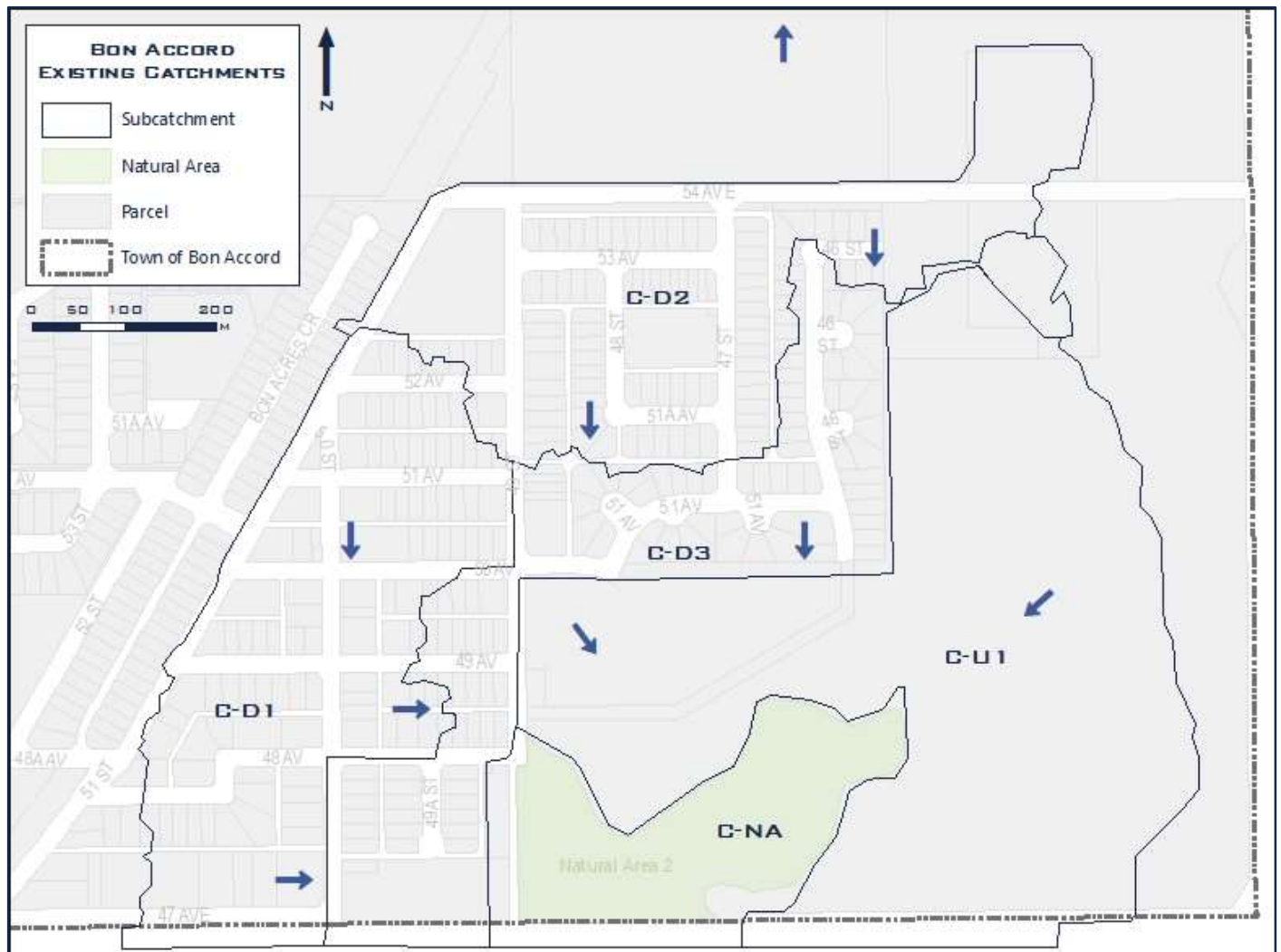


Figure 4.1: Existing Catchment Areas

4.2.2 FUTURE CONDITIONS CATCHMENTS

The total runoff volume generated from the future conditions catchments was estimated as $\pm 67,000 \text{ m}^3$ through the PCSWMM model. As described in **Section 4.1.2**, the future catchments are expected to be fully developed except for Natural Area 2.

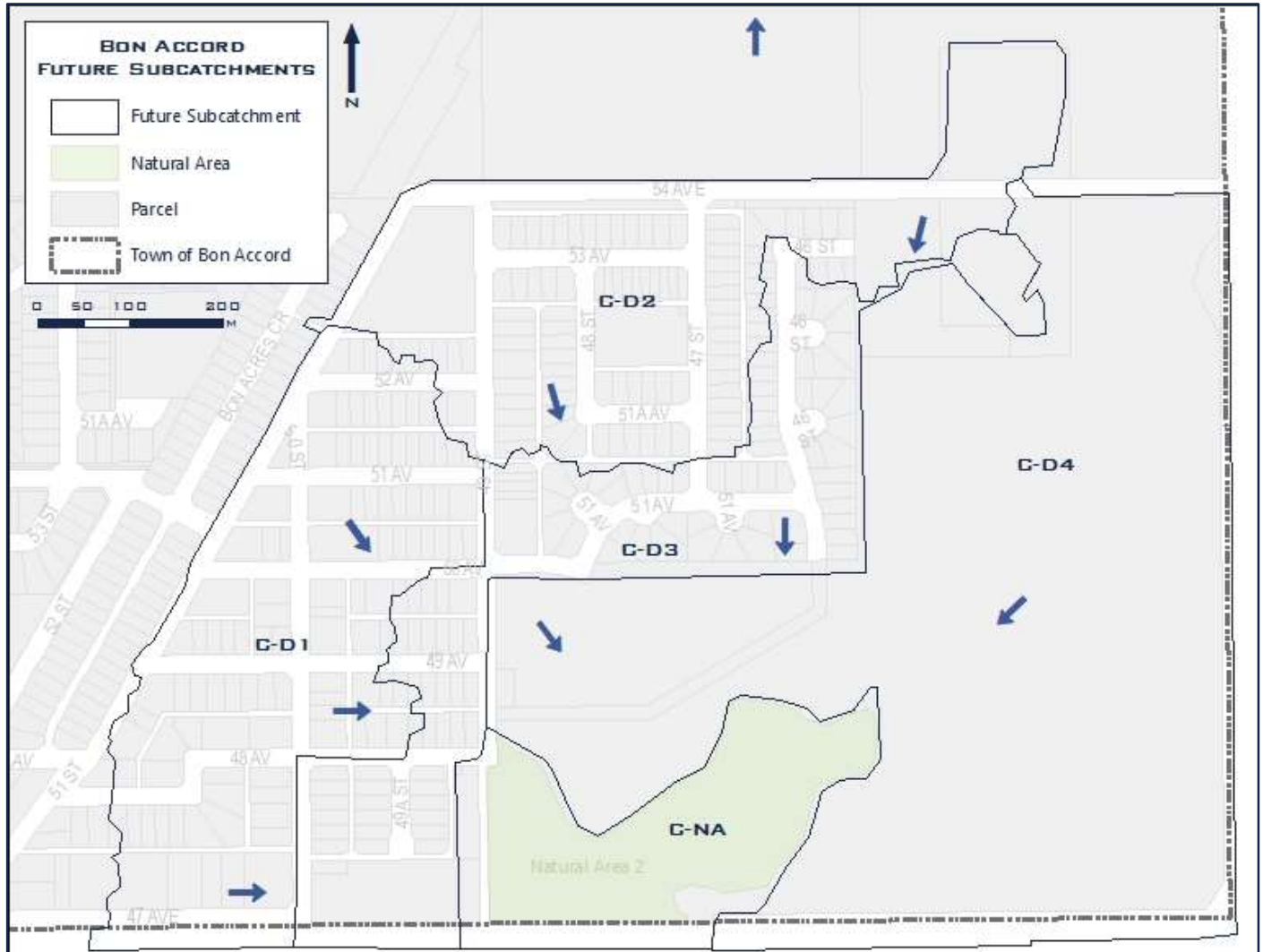


Figure 4.2: Future Catchment Areas

Based on the runoff volumes estimated for both the existing and future catchment conditions, it was estimated that a single SWMF within the Natural Area 2 footprint can sufficiently store the total runoff volume in both scenarios. Therefore, it is proposed that a single SWMF be sized at this time to manage the requirements of both the existing and future catchment conditions. This avoids the need for constructing a separate, smaller SWMF at a later time exclusively for the future development areas. The O&M requirements will also be limited to one SWMF site, which may be preferable to the Town.

5.0 FACILITY DESIGN

A stormwater management facility is defined as an engineered pond or basin designed to accumulate runoff from its contributing catchment areas during storm and snowmelt events and release the collected water at a controlled rate to reduce downstream flooding. Some SWMFs also help improve water quality, primarily through the capture of suspended sediments by gravitational settling.

Three SWMF options are being considered for this feasibility study:

1. **Option 1:** Traditional Storm Pond (also called Wet Ponds)
2. **Option 2:** Storm Park with Enhanced Treatment
3. **Option 3:** Storm Park

An overview of each option, including benefits and risks, has been included in the following sub-sections.

5.1 OPTION 1: TRADITIONAL STORM POND

5.1.1 STORAGE CAPACITY

Traditional storm ponds are large retention basins with a permanent water level (also called normal water level or NWL). During storms or snowmelt events, runoff from the catchment enters the pond, raising its water level above the NWL.

The maximum volume of water that can be contained within a storm pond is based on its high-water level (HWL), which is determined during design. The depth of water between the pond bottom and the NWL is called the “dead storage zone”, and the depth between the NWL and HWL is called the “active storage zone”. As the storm subsides, the water collected in the active storage zone gradually drains out through an outlet structure, returning the pond water level to the NWL.

5.1.2 WATER QUALITY

Water quality is improved in a wet pond by gravitational settling of sediments. Typically, a sediment forebay is also provided near each inlet – a sediment forebay is a deeper region within the wet pond which captures coarse sediment particles from the runoff within a small area in the pond. Some storm ponds also utilize an Oil-Grit separator (OGS), a multi-chambered manhole that captures coarse sediment and debris from stormwater before it enters the storm pond.

5.1.3 SIZING AND LOCATION

The total area and depth required for a SWMF is estimated through storage-routing analysis and PCSWMM model simulation for the design storm event. The analysis yields a depth-area relationship, which can be used to estimate the total storage volumes available.

For this traditional storm pond option, the depth-area relationship curve (given in **Table 5.1**) was derived based on the layout and sizing criteria presented in the *Wetland Storage Study* (AE, 2021) to ensure comparability between the considered options. **Figure 5.1** shows the total footprint area of the facility at NWL and HWL, also reproduced from the *Wetland Storage Study* (AE, 2021).

Table 5.1: Traditional Storm Pond (Option 1) Depth-Area Rating

ELEVATION (m)	DEPTH (m)	AREA (m ²)	TOTAL VOLUME (m ³)	ACTIVE VOLUME (m ³)	WATER LEVEL
693.00	0.00	30,000	-	-	Bottom
694.50	1.50	32,500	46,875	-	
695.50	2.50	40,000	83,125	-	Normal Water Level (NWL)
696.50	3.50	47,500	126,875	43,750	
697.00	4.00	51,250	151,563	68,438	High Water Level (HWL)
697.50	4.50	55,000	178,125	95,000	Freeboard (FB)

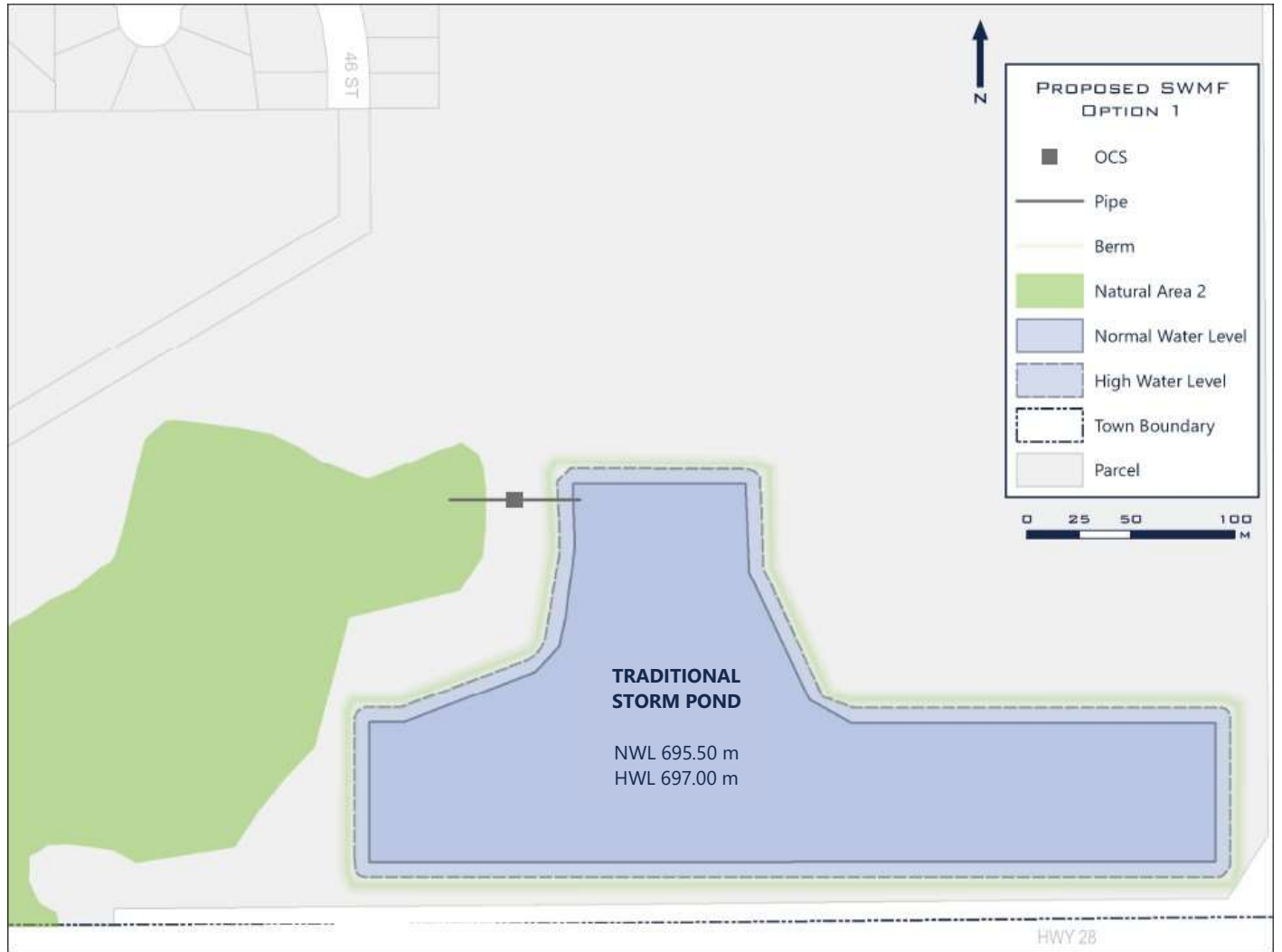


Figure 5.1: Traditional Storm Pond Site Plan

Data Source: Associated Engineering, 2019

5.2 OPTION 2: STORM PARK WITH ENHANCED TREATMENT

Storm Parks are an emerging class of naturalized SWMFs focused on balancing stormwater quality and quantity management functions with ecological services and placemaking priorities. Storm Parks 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.



Figure 5.2: Nautilus Pond® Concept

A typical Storm Park consists of the following elements:

- **Nautilus Pond®:** proprietary stormwater clarifier that provides sediment removal.
- **Main Pond:** provides storage for sediment-free stormwater and allows for flexible operating regimes.
- **Treatment Wetland Cells:** provide additional enhanced treatment for nutrient removal, enabling stormwater reuse.
- **Wetland Benches:** offer ecological value and allow for an aesthetic transition between the Main Pond and adjacent natural areas.
- **Recirculation Pump:** for circulating water from the Main Pond into the Treatment Wetland and Wetland Benches

Figure 5.4 (on Page 18) shows a simplified sketch of a Storm Park alongside a traditional storm pond. All the elements of a Storm Park fit within the same footprint area as a traditional pond.



Figure 5.3: Dawson's Landing Pond 2A Storm Park in Chestermere, AB

5.2.1 STORAGE CAPACITY

The Main Pond is the primary storage element, modified from traditional wet ponds to allow flexible water volume management. In addition to the traditional “dead” and “active” storage zones, the additional “dynamic” storage zone in the Main Pond allows for flexible water volume management.

The depth of water between the Main Pond bottom and the lower normal water level (LNWL) is the dead storage zone, the depth between the LNWL and the upper normal water level (UNWL) is called the dynamic storage zone, and the depth between the UNWL and HWL is called the active storage zone. While the water stored in the active storage zone drains through the outlet control structure by gravity, the water stored in the dynamic storage zone is recirculated through the Treatment Wetland cells, the wetland bench and the natural areas through the recirculation pumps. Water stored in the dynamic zone may also be reused for irrigation after being treated through the Treatment Wetland cells.

5.2.2 WATER QUALITY

The Nautilus Pond® is a specialized sediment clarifier that functions similar to a sediment forebay and can reliably remove sediment particles as small as 20 µm and avoid its subsequent resuspension. As a result, all sediment removal objectives are achieved within the Nautilus Pond® prior to stormwater reaching the Main Pond.

Beyond primary treatment for sediment removal, a Storm Park provides secondary treatment through the Treatment Wetland cells consisting of a Vertical Flow Biofilter (VFB) and a Horizontal Surface Flow Wetland (HSFW). The Treatment Cells receive pumped flow from the dynamic storage zone in the Main Pond and provide nature-based secondary treatment for pollutants that cannot typically be removed by a wet pond alone (i.e., nitrogen, phosphorus, and microorganisms). The removal of pathogenic microorganisms is essential before stormwater can be reused for irrigation (*Alberta Health Public Health Guidelines for Water Reuse and Stormwater Use 2021*). The reduction of nitrogen and phosphorous is also important to reduce pathogen regrowth.

Downstream of the Treatment Cells, the treated stormwater may be recirculated through the wetland benches and/or reused for irrigation.

A Storm Park 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, environmental conservation, and system resiliency.

5.2.3 NATURALIZATION

To provide environmental, community, and aesthetic value to the facility, Wetland Benches are specifically designed along the sides of the Main Pond to merge its footprint into the retained portions of Natural Area 2.

Outflow from the Treatment Wetlands pass through the retained Natural Area 2 and Wetland Benches via a network of pools and ledges, creating a diverse and resilient wetland landscape within the facility. This continuous flow of treated water helps maintain the wetland vegetation and increases the flow path length of the pond, while also providing specialized habitat for wildlife such as birds and amphibians.

During storms, the Wetland Benches will become temporarily submerged to allow for additional stormwater storage capacity. However, any water inundating the Wetlands will have first passed through the Nautilus Pond®, protecting it against ingress and deposition of significant quantities of sediment. Once the storm subsides, the facility water level will return to normal levels, protecting the Wetlands from extended inundation, and maintaining its ecological health.

5.24 SIZING AND LOCATION

The depth-area relation curve for the proposed Storm Park is given in **Table 5.2** (on Page 19), and represents the combined storage effects from a Nautilus Pond® and Main Pond.



Figure 5.4: Storm Park vs. Traditional Storm Pond

Table 5.2: Storm Park Depth-Area Rating

ELEVATION (m)	DEPTH (m)	AREA (m ²)	TOTAL VOLUME (m ³)	ACTIVE VOLUME (m ³)	WATER LEVEL
691.70	0.00	5,000	-	-	Bottom
693.20	1.50	8,000	9,750	-	
693.70	2.00	10,558	14,390	-	Lower Normal Water Level (LNWL)
694.20	2.50	14,516	20,658	-	Normal Water Level (NWL)
694.70	3.00	17,798	28,737	-	Upper Normal Water Level (UNWL)
695.20	3.50	20,784	38,382	9,646	
696.20	4.50	26,367	61,958	33,221	
696.70	5.00	29,978	76,044	47,307	
697.00	5.30	32,098	85,355	56,619	High Water Level (HWL)
697.50	5.80	35,281	102,200	73,463	Freeboard (FB)

Figure 5.5 shows the proposed Storm Park layout within the Natural Area 2 footprint. Where possible, existing vegetation will be retained or enhanced with additional planting. Consistent low-flow pump recirculation will also support wetland establishment. Wetland Benches will be between the Main Pond UNWL (694.70 m) and HWL (697.00 m).



Figure 5.5: Proposed Storm Park (with Treatment Cells) Site Plan

Note: The proposed facility currently aligns with the existing Natural Area 2 boundary but can be modified as needed by the Town.

5.3 OPTION 3: STORM PARK

The third option considered is a Storm Park without the recirculation and secondary treatment, shown in **Figure 5.6**. The other features for Option 3 are similar to Option 2, excluding the recirculation pumps and the Treatment Wetland Cells.

In the absence of the Treatment Wetland Cells, targeted pollutant removal such as nitrogen and phosphorous, and microorganisms may not be achieved in significant amounts.



Figure 5.6: Storm Park (without Treatment Cells) Site Plan

Note: The proposed facility currently aligns with the existing Natural Area 2 boundary but can be modified as needed by the Town.

5.4 BENEFITS AND OTHER CONSIDERATIONS

This subsection details the benefits and risks associated with each proposed option.

5.4.1 OPTION 1: TRADITIONAL STORM POND

BENEFITS

- **Design and construction:**
 - Relatively standard design and construction process.
- **Regulatory requirements:**
 - Fulfills the required stormwater peak flow attenuation and volume management needs.
 - Fulfills the basic stormwater quality needs through sediment removal.

OTHER CONSIDERATIONS

- **Complex pond maintenance:**
 - Wet ponds require regular sediment removal maintenance, which includes dewatering the facility and dredging the deposited sediments. The storage and sediment removal capacity of wet ponds will be reduced if regular sediment dredging maintenance is not performed. Dredging is typically performed in the winter months when no stormwater inflows are expected into the facility.
 - Intensive maintenance of the grassed side slopes, including regular mowing and landscaping, is required to prevent invasive weeds and grazing birds and animals.
- **Complex OGS unit maintenance and inefficiencies:**
 - OGS units have limited sediment storage capacity and require frequent sediment cleaning (typically once every year), which involves confined space entry for maintenance workers.
 - OGS units can become overwhelmed during heavy storm events when a large volume of runoff is entering the pond, leading to inefficient treatment.
- **No Naturalization:**
 - Traditional wet ponds cannot be cohesively tied into the retained natural/wetland areas due to their conventional design and sediment removal maintenance requirements.
- **Space requirements:**
 - Traditional wet ponds typically need a large bottom and water surface area to minimize areas of shallow depths to prevent the growth of unwanted vegetation.
- **Secondary treatment potential:**
 - No targeted secondary treatments for pollutants such as nutrients are possible.
- **Stormwater reuse potential:**
 - The main reason for not being able to use traditional stormwater for re-use is the low water quality, however, the quick drawdown period from HWL to NWL also reduces opportunities for low-flow feedwater support to naturalized wetland areas.

5.4.2 OPTION 2: STORM PARK WITH ENHANCED TREATMENT

BENEFITS

- **Construction:**
 - A perceived benefit of the Storm Park facility is related to the comparable if not lower construction costs and footprint when compared to a traditional wet pond.
- **Regulatory requirements:**
 - The Main Pond fulfills all the required stormwater peak flow attenuation and volume management needs.

- The Nautilus Pond® completes all sediment removal requirements before stormwater reaches the Main Pond.
- **Retained or reconstructed wetland amenities:**
 - Certain portions of the existing Natural Area 2 can be retained or reconstructed as wetland benches as part of the integrated Storm Park facility, thereby maintaining the environmental value of the site.
 - Wetland benches provide aesthetic and environmental benefits through the fostering of resilient native vegetation, supporting wildlife, and seamlessly integrating from constructed areas to the retained natural area features.
 - Wetland Benches restore and preserve ecological habitat for variety of wildlife, including creating quality habitat for migrating waterfowl, native animals, and other species.
- **Simplified sediment removal maintenance:**
 - While a traditional pond requires frequent dredging of the forebay and the entire facility, in the Storm Park, only the Nautilus Pond® needs to be regularly dredged, resulting in a smaller area of maintenance.
 - The Nautilus Pond® is perched above the Main Pond NWL and can be drained by gravity into the Main Pond for maintenance.
 - It is anticipated that accumulated sediment may reside within the Nautilus Pond® for a 5 to 10-year period, and if managed regularly, eliminates the need for Main Pond dredging entirely.
- **Secondary treatment and reuse potential:**
 - Secondary pollutants such as nutrients are removed through the Treatment Wetlands.
 - Treated stormwater can be recirculated through retained areas of Natural Area 2 and wetland benches, thereby maintaining existing wetland features.
 - Treated stormwater may also be used for irrigation within the Town, providing an alternate dewatering option for the facility.

OTHER CONSIDERATIONS

- **Design:**
 - A storm park requires a slightly more nuanced design approach than a traditional wet pond to ensure the effective integration of its various elements.
- **Treatment Wetland and Wetland Benches:**
 - Special attention is required to the establishment and maintenance of the Treatment Wetland cells and Wetland Bench areas during construction. For example, sediment and erosion control measures will be required, and extended inundation should be avoided during the first year of operation to support plant establishment.
 - Once established, these wetland systems will become self-sufficient and require minimal maintenance.
 - Treatment Wetlands are known to be in operation for 20+ years without loss of function, therefore, this system is anticipated to perform as intended for multiple decades post establishment.
- **Energy requirements:**
 - A low horsepower recirculation pump (1-10 hp) is used to recirculate the resident water in the Main Pond into the Treatment Wetlands and wetland benches, if required.
 - The pump system would be designed as a well-casing pump assembly system with a pitless adapter, to simplify its construction, operation, and maintenance.

5.4.3 OPTION 3: STORM PARK

BENEFITS

- **Construction:**
 - Construction needs and costs are mostly similar to a traditional wet pond.
 - A Storm Park also fits within the same footprint as a traditional wet pond.
- **Regulatory requirements:**
 - The Main Pond fulfills all the required stormwater peak flow attenuation and volume management needs.
 - The Nautilus Pond® completes all sediment removal requirements before the stormwater reaches the Main Pond.
- **Retained or reconstructed wetland amenities:**
 - Certain portions of the existing Natural Area 2 can be retained or reconstructed as wetland benches to supplement the Storm Park facility, thereby maintaining the environmental value of the site.
 - Wetland benches provide aesthetic and environmental benefits through the fostering of resilient native vegetation, supporting wildlife, and seamlessly connecting the edges of the constructed SWMF to the retained natural area features.
 - Wetland Benches restore and preserve ecological habitat for variety of wildlife, including creating quality habitat for migrating waterfowl, native animals, and other species.
- **Simplified sediment removal maintenance:**
 - While a traditional pond requires frequent dredging of the forebay and the entire facility, in a Storm Park, only the Nautilus Pond® needs to be regularly dredged, resulting in a smaller area of maintenance.
 - The Nautilus Pond® is perched above the Main Pond NWL and can be drained by gravity into the Main Pond for maintenance.
 - It is anticipated that accumulated sediment may reside within the Nautilus Pond® for a 5 to 10-year period, and if managed regularly, eliminates the need for Main Pond dredging entirely.

OTHER CONSIDERATIONS

- **Design:**
 - A storm park requires a slightly more nuanced design approach than a traditional wet pond to ensure the effective integration of its various elements.
- **No secondary treatment and reuse potential:**
 - Secondary pollutants such as nutrients cannot be removed in a targeted manner without the Treatment Wetland Cells.
 - No treated stormwater will be available for irrigation within the Town.
- **Wetland Benches:**
 - Special attention is required to the establishment and maintenance of the Wetland Bench areas during construction. For example, sediment and erosion control measures will be required, and extended inundation should be avoided during the first year of operation to support plant establishment.
 - Once established, these wetland systems will become self-sufficient and require minimal maintenance.

6.0 COSTS OVERVIEW

6.1 CAPITAL COSTS

Table 6.1 summarizes the expected capital costs for Options 1, 2, and 3. The cost for Option 1 was reproduced from the *Wetland Storage Study* (AE 2021); costs for Option 2 and 3 are high-level estimates by MAGNA with an accuracy of $\pm 50\%$.

Table 6.1: Capital Costs Comparison

No.	DESCRIPTION	OPTION 1 ¹	OPTION 2 ²	OPTION 3 ²
1	Earthworks		\$513,000	\$513,000
2	Liner		\$370,000	\$370,000
3	Nautilus Pond®		\$519,000	\$519,000
4	Outlet Control Structure		\$250,000	\$250,000
5	Deep Utilities		\$1,200,000	\$1,200,000
6	Landscaping and Surface Improvements		\$630,000	\$630,000
7	Secondary Treatment		\$843,000	\$0
8	Pumps and Electricals		\$550,000	\$0
9	Inlet Realignment and Miscellaneous		\$500,000	\$500,000
SUB-TOTAL			\$5,375,000	\$3,982,000
TOTAL		9,705,000¹	-	-

1. *Wetland Storage Study* (AE 2021) reported the total construction cost as \$10,676,000 including 50% contingency and 15% design fees. Reported here without design fees.

2. Costs based on similar completed and ongoing MAGNA Storm Park projects. Does not include contingency or design fees.

6.2 WETLAND DISTURBANCE AND FACILITY LOCATION

The costs associated with disturbing the Natural Area 2 wetland depends on several factors including its classification and regulatory requirements.

Any wetland disturbance will need to align with the *Alberta Wetland Mitigation Directive* (2018). Some of the permits and approvals process include an evaluation of the Natural Area 2 by a wetland specialist, and subsequent engagement regarding minimization, reclamation, or replacement, associated compensations for replacement and monitoring, and potential credits for reconstruction. The replacement fees for a natural wetland (without replacement credits) are approximately \$20,000 - \$160,000 per hectare, depending on the value category of the wetland. **Table 6.2** summarizes the estimated land acquisition / wetland disturbance costs for Options 1, 2, and 3.

Table 6.2: Land Acquisition / Wetland Disturbance Costs Comparison

No.	DESCRIPTION	OPTION 1 ¹	OPTION 2 ²	OPTION 3 ²
1	Land Acquisition (outside the Natural Area 2 footprint)	\$1,500,000	-	-
2	Wetland Disturbance / Replacement	- ³	\$640,000	\$640,000

1. Land costs for a traditional storm pond from the *Wetland Storage Study* (AE 2021) based on \$250,000 per hectare.

2. Assumes \$160,000 per hectare and 4 ha wetland disturbance. Does not consider classification of existing wetland, or potential reconstruction credits.

3. No wetland disturbance costs were reported by the *Wetland Storage Study* (AE 2021); however, it is likely that some disturbance fees will be charged because the Town's stormwater is still routed through the wetland in this option.

MAGNA has previously undertaken and successfully completed projects involving wetland reconstruction and integration into SWMFs for credit, such as the *Livingston Phase 26 Storm Pond E* located in northeast Calgary. The Pond E facility was specifically designed as a combined storm pond and constructed wetland (i.e., a storm park) facility to replace a portion

of an existing large wetland through successful coordination with stakeholders including the City of Calgary and the Province under formal *Water Act* and *Environmental Protection and Enhancement Act (EPEA)* applications. More details regarding Pond E are included in **Appendix B**.

6.3 DISCHARGE LOCATION

The proposed designs assume gravity-based discharge of the facility towards Sturgeon River is feasible (see **Section 3.2.3**). If the facility cannot discharge via gravity (*e.g.*, through a highway ditch system), alternative outfall options must be explored. One potential solution is to dewater the facility by reusing treated stormwater for irrigation (see **Section 3.2.4**), which is possible with Option 2, but not with Option 3. MAGNA has previously undertaken and successfully completed projects that rely on stormwater reuse for irrigation as their primary dewatering mechanism, such as the *Dawson's Landing Storm Pond 2A* located in Chestermere.

Pond 2A cleans resident water in the Main Pond by pumping it through the VFB and HSFW to provide secondary treatment, which is then pumped to a nearby farmer's field. This irrigation reuse has been particularly impactful to the community of Dawson's Landing and Chestermere, as well as the local farmers. It has provided the facility a means of stormwater volume control in the absence of a gravity-based outlet option, and also provided the local farmers with alternative sources to expensive potable water, contributing to both crop quality and financial security. More details about Pond 2A are included in **Appendix B**.

The costs associated with the construction of a new drainage ditch towards the Sturgeon River are currently not included in this assessment. The alternative option, irrigation reuse, will also require additional pumps and electrical infrastructure, whose costs are not currently included. Irrigation reuse will require ongoing maintenance and power supply, whereas the gravity discharge option is a passive dewatering option without significant ongoing maintenance (as compared to the irrigation system).

7.0 COMPARATIVE ANALYSIS

To support decision-making, an in-house comparative analysis was conducted. The purpose of this analysis is to provide the Town with a framework that supports the overall evaluation of the three treatment options, while making room for prioritization of certain criteria over others. Using information gathered in background research, understanding of the site risks and opportunities, and various discussions with the Town, MAGNA weighted the criteria in **Table 7.1** below (and reviewed with Town staff prior to writing this report).

7.1 CRITERIA WEIGHTING

In this table, a weight score of three (3) signifies the most important criteria, and one (1) is least important.

Table 7.1: Comparative Analysis Criteria Weighting

CRITERIA		DESCRIPTION	SCORE	NOTES
Engineering & Planning Optimization	Footprint Size	SWMF size and integration with overall site.	3	The SWMF size should be limited to the existing Natural Area 2 footprint.
	Water Quality (Regulatory Compliance)	Optimization of discharge water quality to downstream receiving waters, in excess of regulatory requirements.	1	The discharge must meet the requirements set out in the design standards.
	Site Servicing	Access for maintenance crews and ease of servicing the facility.	2	The servicing for the facility should be generally simple.
Social	Public Perception / Aesthetic	Consideration for the public's perception and aesthetic of the SWMF and overall marketability and integration with overall City vision.	3	Based on the "Community" goal, where Bon Accord wants to "continue to develop enhanced public communication strategies to ensure that residents are well informed of community events, programs, and services".
	Water Reuse Opportunities	Consideration for stormwater reuse opportunities within the SWMF and overall site (active or passive).	2	Based on the "Economy" goal. Stormwater reuse opportunities may provide economic benefit to the town.
	Climate Change Resiliency	Consideration for accommodating climate impacts (larger design storm events) within the SWMF.	1	According to the "Infrastructure" goal, the town is committed to improving infrastructure in a fiscally responsible manner, which includes designing for climate resiliency.
Economic	Capital Costs / Engineering Costs	Consideration and optimization of the cost of construction, design, and construction management of the SWMF.	3	Costs should be minimized to reduce the economic impact on the Town.
	O&M Costs	Consideration of cost of maintenance of the SWMF.	3	

7.2 COMPARATIVE ANALYSIS RESULTS

Each option was scored in **Table 7.2** (on the next page) with three (3) signifying the most favourable, and one (1) the least. Each score was then multiplied by the weighting to achieve an overall ranking.

Table 7.2: Comparative Analysis Summary

CRITERIA		WEIGHTING SCORE	OPTION 1	OPTION 2	OPTION 3
Engineering & Planning Optimization	Footprint Size	3	1	3	3
	Water Quality (Regulatory Compliance)	1	2	3	2
	Site Servicing	2	2	1	2
Social	Public Perception / Aesthetic	3	2	3	3
	Water Reuse Opportunities	2	1	3	1
	Climate Change Resiliency	1	2	2	2
Economic	Capital Costs / Engineering Costs	3	1	2	3
	O&M Costs	3	3	2	3
Weighted Total (higher score indicates more favourable)			31	43	46

Note, the higher the score, the more favourable the option. However, if the Town's priorities are different or have changed, the weightings can be realigned to better suit the Town's needs.

7.3 RECOMMENDATION

The comparative analysis indicates that Options 2 and 3 are the best choices for the Town based on project objectives and Town goals and priorities.

It should be noted that the main differences between Options 2 and 3, besides cost, are primarily around water reuse opportunities. Option 2 provides recirculation and secondary treatment, which enables stormwater reuse for irrigation. Irrigation reuse may be an alternative means of discharge from the facility in the absence of a gravity-based outlet such as an underground storm pipe or ditch.

Option 3 does not provide secondary treatment and therefore, stormwater cannot be reused for irrigation. In this case, the only means of discharge from the facility is through a gravity-based storm pipe or ditch.

8.0 PHASING

The Storm Park options (Options 2 and 3) are the most suitable choices for retrofitting Natural Area 2 and addressing the Town’s stormwater management requirements. To ensure an effective balance between stormwater needs and overall construction and maintenance costs, MAGNA is proposing the Storm Park facility be constructed in three phases. Note, this phasing is applicable to both Options 2 and 3.

Table 8.1 summarizes each phase and its associated costs and objectives. Note that these phasing costs are based on subtotals for the corresponding elements listed in **Table 6.1**, and do not include any contingency or design fees.

Table 8.1: Proposed Phasing Plan and Objectives

PHASE	ELEMENTS	OBJECTIVES	SUB-TOTAL COST ¹ (\$)
1	Nautilus Pond® and conveyance systems tie-in	<ul style="list-style-type: none"> • Discharge Quality: Enhance the quality of stormwater discharge from the Town into Natural Area 2 and further downstream to comply with legislative requirements. • Conveyance: Ensure efficient tie-in of conveyance systems into the Nautilus Pond®. 	\$1,019,000
2	Main Pond, outlet control structure, and underground utilities	<ul style="list-style-type: none"> • Discharge: Establish a clear means for discharge from Natural Area 2, allowing runoff to exit and flow toward the Sturgeon River. • Storage Capacity: Improve the storage capacity within Natural Area 2 to efficiently receive and capture runoff from the catchment. 	\$2,333,000
3	Wetland benches and rejuvenation	<ul style="list-style-type: none"> • Environmental and Aesthetic Value: Retrofit the facility to provide both environmental benefits and aesthetic appeal of wetlands. 	\$630,000
	Pumps and treatment wetland cells (only Option 2)	<ul style="list-style-type: none"> • Water Reuse Opportunities: Provide water reuse options (such as irrigation) through secondary treatment methods (i.e., treatment wetland cells). 	\$1,393,000

1. Subtotal costs from **Section 6.1**, does not include contingency or design fees.

8.1 PHASE 1

The first phase will include the tie-in of the Town’s conveyance systems to the Nautilus Pond®, construction of the Nautilus Pond®, and underground infrastructure to direct the Nautilus Pond® outflow to Natural Area 2 (and future Main Pond). Aligning the conveyance systems will redirect inflow through the Nautilus Pond®, which will provide sediment removal and complete the statutory stormwater quality requirements. This will stop the flow of sediments into Natural Area 2 that are currently negatively impacting this area.

The estimated Phase 2 construction cost is \$1,019,000. This estimate is the sum of subtotal costs for Nautilus Pond® and inlet realignment and miscellaneous elements described in **Section 6.1**.

Figure 8.1 shows the Phase 1 elements and approximate boundaries for SWMF Option 2 (note that the phasing approach for Option 3 is identical to Option 2, except for the installation of pumps and treatment wetland cells in Phase 3).

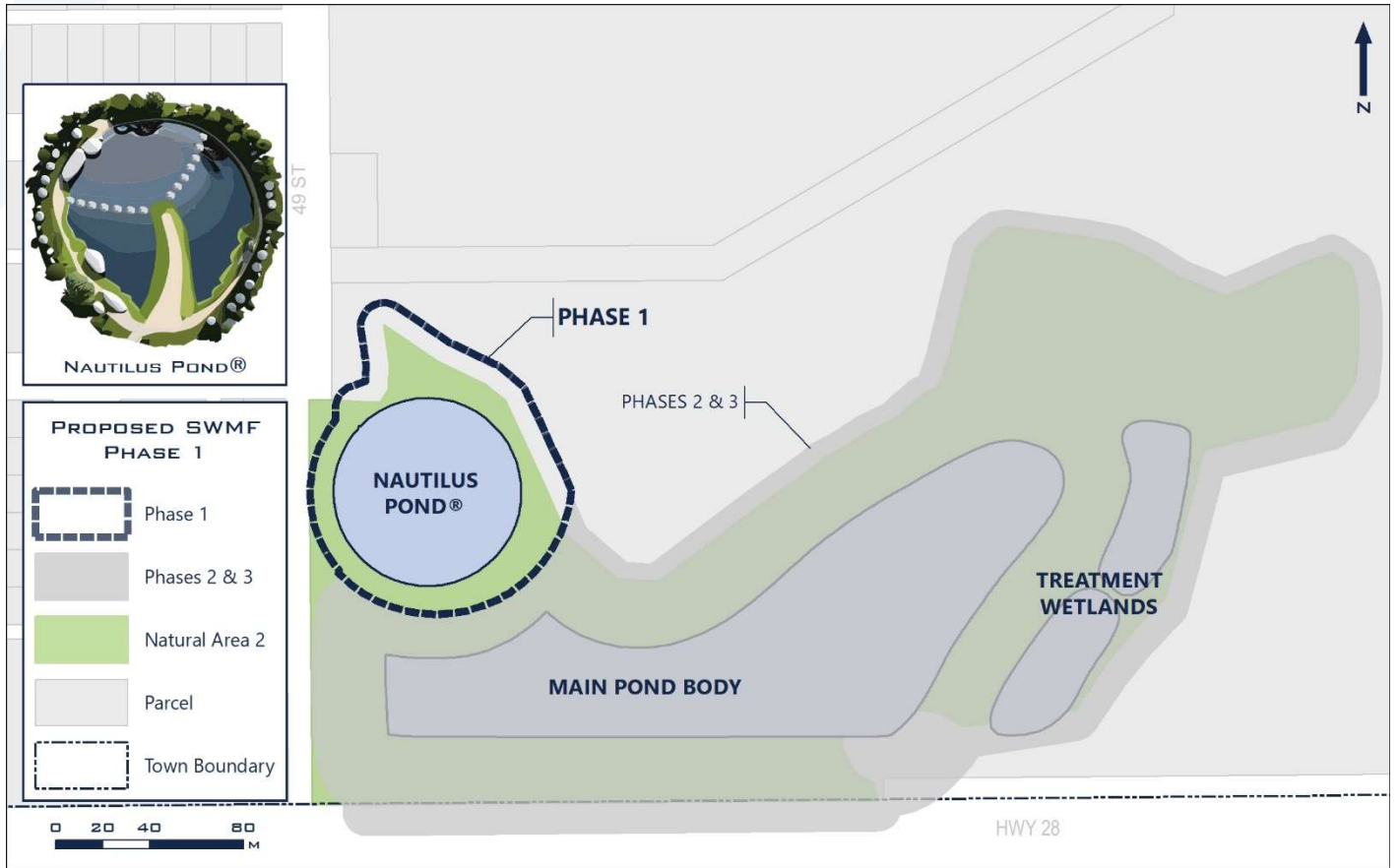


Figure 8.1: Proposed SWMF Phase 1

8.2 PHASE 2

The second phase will include the construction of the Main Pond, the OCS, and other underground infrastructures. These elements will provide additional storage capacity for runoff from the Town and discharge the collected stormwater towards the Sturgeon River, respectively. This phase also includes the underground storm infrastructure required to tie-in the Main Pond to existing Nautilus Pond® and future phase elements (such as pipes, manholes, and pump standpipes).

The estimated Phase 2 construction cost is \$2,333,000. This estimate is the sum of subtotal costs for earthworks, liner, underground utilities, and OCS elements described in **Section 6.1**.

Figure 8.2 shows the Phase 2 elements and approximate boundaries for SWMF Option 2 (note that the phasing approach for Option 3 is identical to Option 2, except for the installation of pumps and treatment wetland cells in Phase 3).

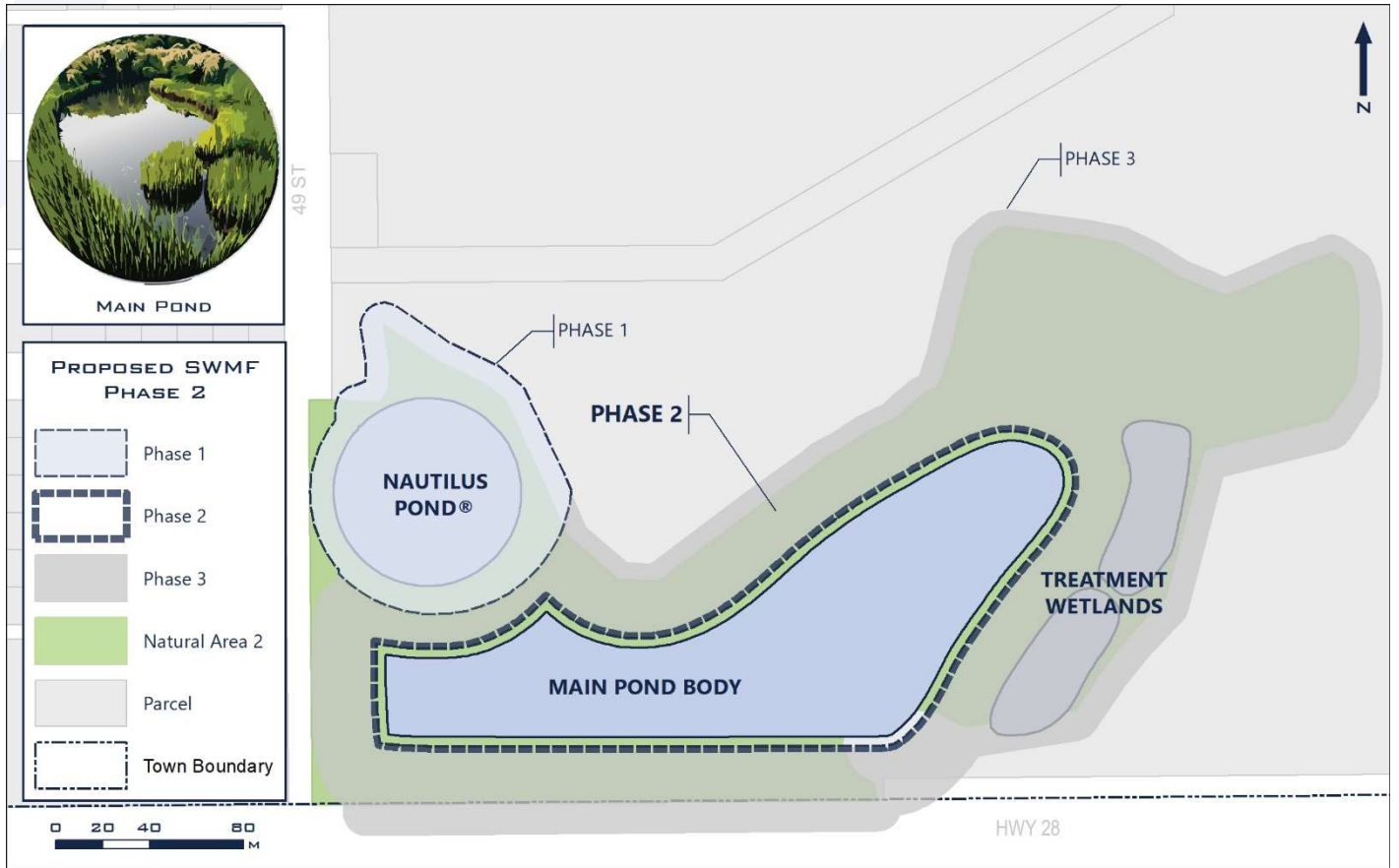


Figure 8.2: Proposed SWMF Phase 2

8.3 PHASE 3

Phase 3 will include the construction or reconstruction of the wetland benches along the side slopes of the Main Pond to provide ecological habitat and support vegetation. Portions of the Natural Area retained as-is will also be rejuvenated through the planting of native, resilient vegetation. The recirculation pump and associated electrical, instrumentation, and controls will also be installed simultaneously to pump water from the Main Pond into the wetland regions to support their vegetation with consistent water flow, if Option 2 is chosen.

For Option 2 only, phase 3 will also include the construction of treatment wetland cells for secondary water treatment. Treated water maybe be reused for irrigation or other non-potable purposes or circulated through the wetlands. Targeted secondary treatment through the treatment cells provides improved water quality beyond the existing regulatory requirements for stormwater (*i.e.*, removal of sediments only).

The estimated Phase 3 construction costs for Option 2 and 3 are \$2,023,000 and \$630,000, respectively. This estimate is the sum of subtotal costs for landscaping and surface works, the pumps and electrical elements, and the secondary treatment elements described in **Section 6.1**.

Figure 8.3 shows the Phase 2 elements and approximate boundaries for SWMF Option 2 (note that the phasing approach for Option 3 is identical to Option 2, except for the installation of pumps and treatment wetland cells in Phase 3).

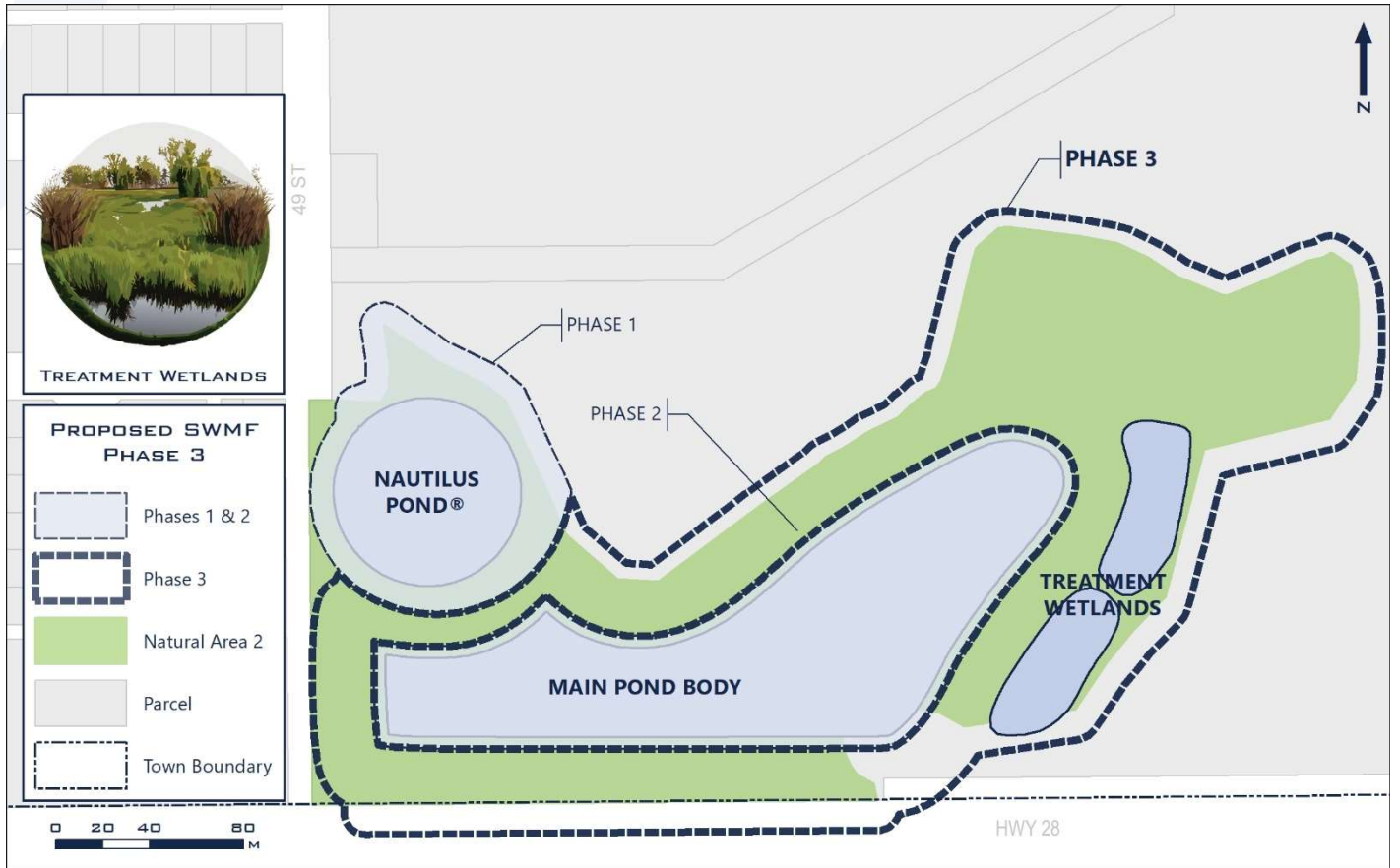


Figure 8.3: Proposed SWMF Phase 3

Through this phased approach, the Town’s stormwater management needs can be optimized and balanced with the Town’s long-term economic and environmental needs, as well as the sustainability and functionality of the Storm Park facility.

9.0 GRANT FUNDING OPPORTUNITIES

Depending on the option the Town chooses to move forward, there are some potential funding opportunities that should be explored to help fund future project phases.

9.1 ALBERTA DROUGHT AND FLOOD PROTECTION PROGRAM

The Drought and Flood Protection Program (DFPP) is “a multi-year program to help municipalities and Indigenous communities improve their long-term resilience to drought and flood events.” More specifically, the DFPP will help fund the design and construction of projects that work towards ensuring public safety by protecting public infrastructure from flooding such as, but not limited to:

- Drought and flood proofing or relocation of critical infrastructure.
- Structural measures (i.e. berms, flood walls, bank protection, retention ponds, etc.) 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.

More details on full project eligibility will be available in the summer of 2024.

9.2 ALBERTA MUNICIPAL WATER/WASTEWATER PARTNERSHIP

The Alberta Municipal Water/Wastewater Partnership (AMWWP) provides cost-shared funding to eligible municipalities to help build municipal facilities for water supply and treatment, and wastewater treatment and disposal. Eligible projects can receive up to 75% of project costs (funding is calculated as a percentage of eligible project costs based on the municipality’s population when the grant is approved).

Municipalities are invited to contact AMWWP prior to applying to discuss project eligibility.

9.3 FCM GREEN MUNICIPAL FUND

Recently, the Federation of Canadian Municipalities (FCM) changed the funding goals and requirements of the Green Municipal Fund (GMF) to be more focused on “accelerating a transformation to resilient, net-zero communities.” That said, MAGNA has been informed that FCM will be launching a new funding initiative called Local Leadership in Climate Adaptation that will include grants for municipal projects focused on climate resilience. At this time, the funding criteria are still being developed, but eligible projects *may* include green infrastructure projects focused on stormwater management and flood prevention.

It is expected that this program will be launched in the summer of 2024.

9.4 INVESTING IN CANADA INFRASTRUCTURE PROGRAM – GREEN INFRASTRUCTURE

Alberta’s Investing in Canada’s Infrastructure Program (ICIP) funding has been fully allocated; therefore, applications are no longer being accepted at this time.

10.0 NEXT STEPS

The purpose of this *Feasibility Study Report* is to convey the conceptual design philosophy for the proposed nature-based stormwater management facility to the Town. Further revisions to the concept may be considered as per the Town's needs and other regulatory requirements at detailed design. A draft version of this *Feasibility Study Report* was also previously provided to the Town and this final report was revised based on feedback received.

10.1 RISK IDENTIFICATION AND MITIGATION

Three major uncertainties were identified during this feasibility study, which have the potential to impact project costs, schedule, and quality. MAGNA recommends early and continuous engagement with regulators and other relevant stakeholders to mitigate these risks.

10.1.1 WETLAND DISTURBANCE AND FACILITY LOCATION

Any modifications to the Natural Area 2 wetland may be subject to permits and approvals under the *Water Act* and *Public Lands Act*. Alternate facility locations may need to be considered if modifications to Natural Area 2 are not permitted.

MAGNA recommends that a professional biologist and wetland specialist be consulted to advise on the nature, classification, and modifications permitted to the wetland.

10.1.2 DISCHARGE LOCATION

The potential dewatering mechanism for Natural Area 2 and the proposed Storm Park will need to be resolved before next steps and detailed design. Traditionally, a gravity-based discharge (ditch or storm trunk) is the preferred dewatering mechanism for any SWMF. However, irrigation reuse may also be a potential alternative if a gravity-based system is not feasible due to costs or other complications.

The Town's *Wetland Storage Study* (2021) suggested four potential outlet alignment options through adjacent lands outside the Town's boundary into Sturgeon County. Adjacent landowners, the County, and the Province will need to be engaged regarding land acquisition for the outlets and stormwater discharge into water bodies in the County. MAGNA recommends consultation with associated stakeholders to clarify if a gravity-based discharge is possible, and if not, irrigation reuse within the Town may be a potential option.

10.1.3 CONVEYANCE SYSTEMS TIE-IN AND FUTURE UPGRADES

The *Town of Bon Accord Stormwater Master Plan* (2019) suggested upsizing the Town's existing minor and major conveyance systems to prevent localized flooding within the Town and ensure sufficient capacity towards Natural Area 2 or SWMF. Upgrading the conveyance systems will reduce localized flooding and deliver runoff to the proposed SWMF for treatment and management.

Conveyance systems developed as part of future development will also need to be routed into the proposed SWMF. MAGNA recommends early engagement with landowners and potential future developers to manage this process starting at the early planning stages of any future development.

11.0 CONCLUSION

Stormwater runoff from the majority of the developed areas within the Town of Bon Accord currently discharge towards the existing 'Natural Area 2' located in the southeast portion of the Town. In recent years, the Town has identified issues such as large sediment deposition, decreased stormwater storage capacity, and declining vegetation health within Natural Area 2, as well as flooding in the adjacent developed areas during storm and snowmelt events. MAGNA Engineering Services Inc. was engaged by the Town to conduct a feasibility study and high-level concept design of a stormwater management facility to retrofit the aging Natural Area 2 wetland and increase its stormwater storage and treatment capacities.

Runoff volumes for both existing and future catchment characteristics draining towards Natural Area 2 were estimated using a PCSWMM model, based on the *City of Edmonton Stormwater Management and Design Manual (2022)* and the *Town of Bon Accord Stormwater Master Plan (AE, 2019)*. Based on the runoff volumes generated from the existing and future catchment scenarios (50,000 m³ and 67,000 m³ respectively), and available area within the Natural Area 2 footprint to locate a SWMF, it is recommended that the Town consider one single SWMF facility for both its current and future stormwater needs to preserve valuable land for future development, and limit maintenance requirements to one facility. Facility sizes were estimated through storage-discharge routing and verified through the PCSWMM model.

Three facility concepts were considered:

1. The first conceptual design option, a traditional storm pond, was modelled with similar characteristics presented in the *Town's Wetland Storage Study (AE, 2021)* to maintain comparability between the area and volume estimates of the presented options.
 - A traditional storm pond receives stormwater runoff, stores it for a few hours or days and slowly releases it downstream. Water quality improvements occur primarily through the gravity-based settling of sediments.
 - Other pollutants such as nitrogen and phosphorous are not reduced in significant amounts.
 - A traditional wet pond also requires a larger normal water level surface area to prevent invasive shallow-water vegetation, as traditional ponds do not support wetland habitats or vegetation.
 - In this case, a traditional storm pond will have at normal water surface area of 4 ha, therefore, at least 4 ha of land to be excavated (from Natural Area 2 or adjacent areas) and lined to become a permanent reservoir.
 - Additional side-slope treatments would also be required to prevent invasive vegetation growth along the edges of the pond.
2. The second conceptual design option presented was a Storm Park.
 - 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.
 - A Storm Park 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 VFB and a Horizontal Flow Treatment Wetland 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. A low horsepower internal recirculation pump recirculates resident water in the Main Pond through the Treatment Wetland cells and Wetland Bench for vegetation and ecological maintenance.
 - The Main Pond is the primary runoff storage element in a Storm Park and is typically smaller than a traditional pond itself.

- For this study, the normal water surface area of the Main Pond was estimated to be 1.8 ha, which means that only 1.8 ha of land would need to be lined to become a permanent water reservoir.
 - 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.
3. The third conceptual design option presented was a Storm Park without the recirculation pumps and Treatment Wetland cells.
- Recirculation pumps and treatment wetlands are not included in Option 3.
 - While the Treatment Wetland cells provide valuable secondary treatment and enable non-potable stormwater reuse (such as irrigation), this design option was considered because the Town prefers simplified O&M procedures for their stormwater facilities.
 - The other remaining Storm Park elements are common between options 2 and 3.

Preliminary costs and value-based analyses were conducted and indicated that either option 2 or option 3 might be the most suitable option for the Town. This is due to comparable costs for the three options, while options 2 and 3 offer significantly more environmental and aesthetic value, while retaining and promoting natural spaces and wetland habitats. The Nautilus Pond® in options 2 and 3 also greatly simplifies the sediment removal maintenance process by capturing most of the inflow sediment within a small area. Where traditional wet ponds required periodic dredging of the entire facility to maintain its storage and water treatment capacity, the Nautilus Pond® allows quick and easy sediment removal maintenance since it can be entirely drained to the Main Pond by gravity, and sediment removal can occur from the smaller Nautilus Pond® area.

The comparative analysis indicates that Options 2 or 3 are the best choice for the Town, given the project objectives and Town values and priorities.

To manage the costs associated with a full-build out of the proposed SWMF, a three-phase construction/retrofit approach is proposed for the Storm Park options.

1. The first phase is the construction of a Nautilus Pond® for sediment capture to prevent further sediment deposition in the existing wetland.
2. The second phase is the construction of a Main Pond and underground infrastructure within the facility to provide additional storage.
3. The final step is the reintegration of wetlands and ecological habitat through the inclusion of vegetated benches along the sides and edges of the proposed Main Pond, up to the boundary of the Natural Area. For Option 2 only, this phase will also include the installation of the pumps, associated electricals, and the treatment wetlands.

Several grant funding opportunities were also identified to help the Town offset costs for the design, construction, and maintenance of whichever stormwater management facility option is selected. MAGNA recommends these (and any other) grant funding opportunities be fully explored so that the environmental and aesthetic value needs of the Town can be balanced with its economic priorities.

Three potential risks which may impact project costs, schedule, and quality, were identified during this feasibility study. A clear characterization of the existing Natural Area 2 wetland, facility discharge options and routes, and conveyance systems are required to further develop the proposed concepts for detailed design.

12.0 CLOSURE

This report, titled *Nature-Based Stormwater Feasibility Study*, was prepared by MAGNA Engineering Services Inc. It is intended for the use of the Town of Bon Accord, for which it has been prepared.

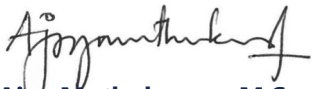
The contents of the report represent the best judgment of MAGNA Engineering Services Inc. based on information available at the time of preparation. Any use a third party makes of the report, including reliance on, or decisions made based on it, are the responsibilities of such third parties. MAGNA Engineering Services Inc. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

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Unauthorized use of the concepts and strategies reported in this document and any accompanying drawings and/or figures is forbidden. They are the sole intellectual property of the author MAGNA Engineering Services Inc.

If you have any questions about the information provided within this report, or should you wish to review this report with us, please do not hesitate to contact the undersigned.

Sincerely,



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APPENDIX

APPENDIX A: ACRONYMS

AE	Associated Engineering
AMWWP	Alberta Municipal Water/Wastewater Partnership
DFPP	Drought and Flood Protection Program
FB	Freeboard
FCM	Federation of Canadian Municipalities
GoA	Government of Alberta
GMF	Green Municipal Fund
HWL	High Water Level
HSFW	Horizontal Surface Flow Wetland
ICIP	Investing in Canada's Infrastructure Program
LNWL	Lower Normal Water Level
NWL	Normal Water Level
OCS	Outlet Control Structure
O&M	Operations & Maintenance
SWMF	Stormwater Management Facility
UNWL	Upper Normal Water Level
VFB	Vertical Flow Biofilter



APPENDIX B: PAST AND ONGOING MAGNA STORM PARK PROJECTS

DAWSON'S LANDING STORM POND 2A

CHESTERMERE, AB | QUALICO COMMUNITIES | 2019 TO 2022 | 90 ha OF SERVICED DEVELOPMENT AREA | IN OPERATION

MAGNA was retained to complete the concept design, preliminary design, and detailed design for the Dawson's Landing Storm Pond 2A Stormwater Kidney® (Pond 2A). MAGNA collaborated with Source2Source to execute an innovative **stormwater management facility (SWMF) that functions both as a storm pond and constructed wetland, called a Stormwater Kidney® - the first of its kind in the world.** Pond 2A provides the community with a green infrastructure solution utilizing engineered wetlands and naturalized technology.

- Pond 2A combines traditional storm pond functions with wetland amenities, as well as secondary treatment through a treatment wetland biofilter system.
- The primary stakeholders included the Western Irrigation District, the City of Chestermere, Alberta Environment, and the developer, Qualico Communities.
- Wetland amenities provide ecological, social, and environmental value for the community, and offer diverse habitat for vegetation and wildlife.
- The secondary treatment allows for stormwater to be reused for irrigation, providing flexible water volume management.
- Strict regulations around discharge water quality led to limitations in dewatering infrastructure options. Traditional gravity system (storm pipe or ditch) was not feasible.
- Pond 2A is currently operating with irrigation as the primary means of water volume management in the facility.
- **Figure B.1** shows Pond 2A in operation.





Figure B.1: Pond 2A in operation



LIVINGSTON PHASE 26 STORM POND E

CALGARY, AB | BROOKFIELD RESIDENTIAL | 2020 TO PRESENT | 500 ha OF SERVICED DEVELOPMENT AREA | UNDER CONSTRUCTION

MAGNA was retained to complete the concept design, preliminary design, and detailed design for the Livingston Phase 26 Pond E Stormwater Kidney® (Pond E). MAGNA collaborated with Source2Source to execute an innovative stormwater management facility (SWMF) that functions both as a storm pond and constructed wetland. Pond E provides the community with a green infrastructure solution utilizing engineered wetlands and naturalized technology.

- MAGNA worked closely with the client to ensure the facility could be integrated into the community providing both efficient stormwater treatment and urban green space that preserved the character of the community.
- Pond E provides the regulatory stormwater management functions while also incorporating secondary treatment biofiltration elements, and a large constructed-wetland facility to replace the existing wetland area.
- Stormwater after secondary treatment through the treatment wetland-biofilter elements will also be used to irrigate three local park and school sites, removing the need for expensive potable freshwater.
- The project team completed the work from feasibility study through to detailed design. This project culminated with the completion and submission of the detailed engineering drawings, the Pond Report, and the Wetland Management Plan.

The following figures show the evolution of Pond E:

- **Figure B.2** shows the wetland areas that existed at the project location.
- **Figure B.4** shows the proposed Pond E concept design.
- **Figure B.4** shows the Pond E concept design overlaid on the wetland (WP27) it will replace, including future ponds and phasing plans.



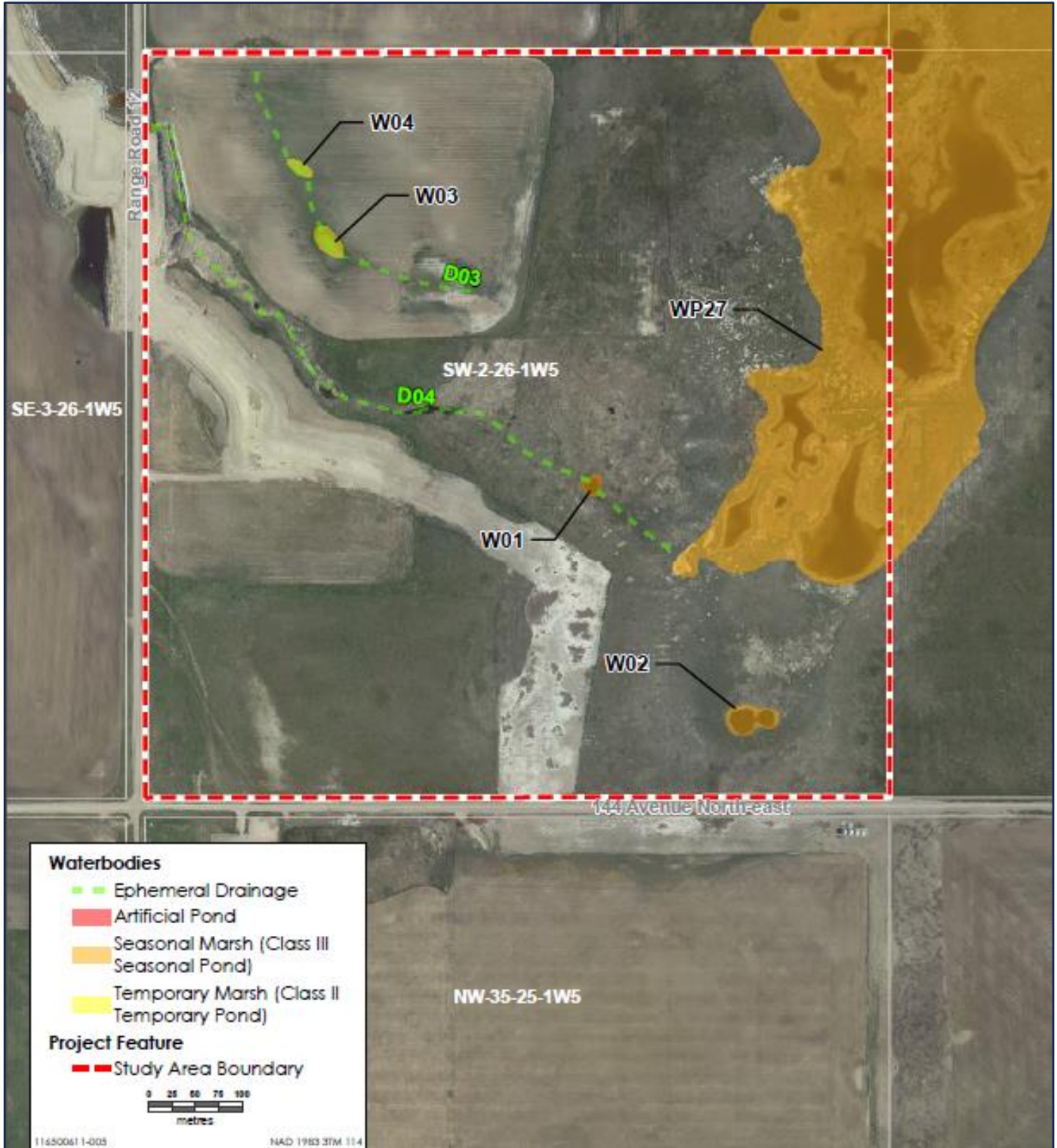


Figure B.2: Existing wetlands in the Pond E project location.
 Figure from Livingston Community C BIA, January 2020, Stantec Consulting Ltd.



STORMWATER KIDNEY™ POND
 MULTIPLE PATENTS AND PATENTS PENDING

Legend:

—	FB	1080.50 m
—	XWL	1080.00 m
—	HWL	1079.25 m
- - -	GSWL	1078.00 m
—	Wetland Bench	1077.00 m
—	NWL	VARIES
- - -	LNWL	1074.00 m



Figure B.3: Pond E Concept Design

Figure from Livingston Phase 26 Storm Pond E Pond Report, MAGNA Engineering Services Inc.



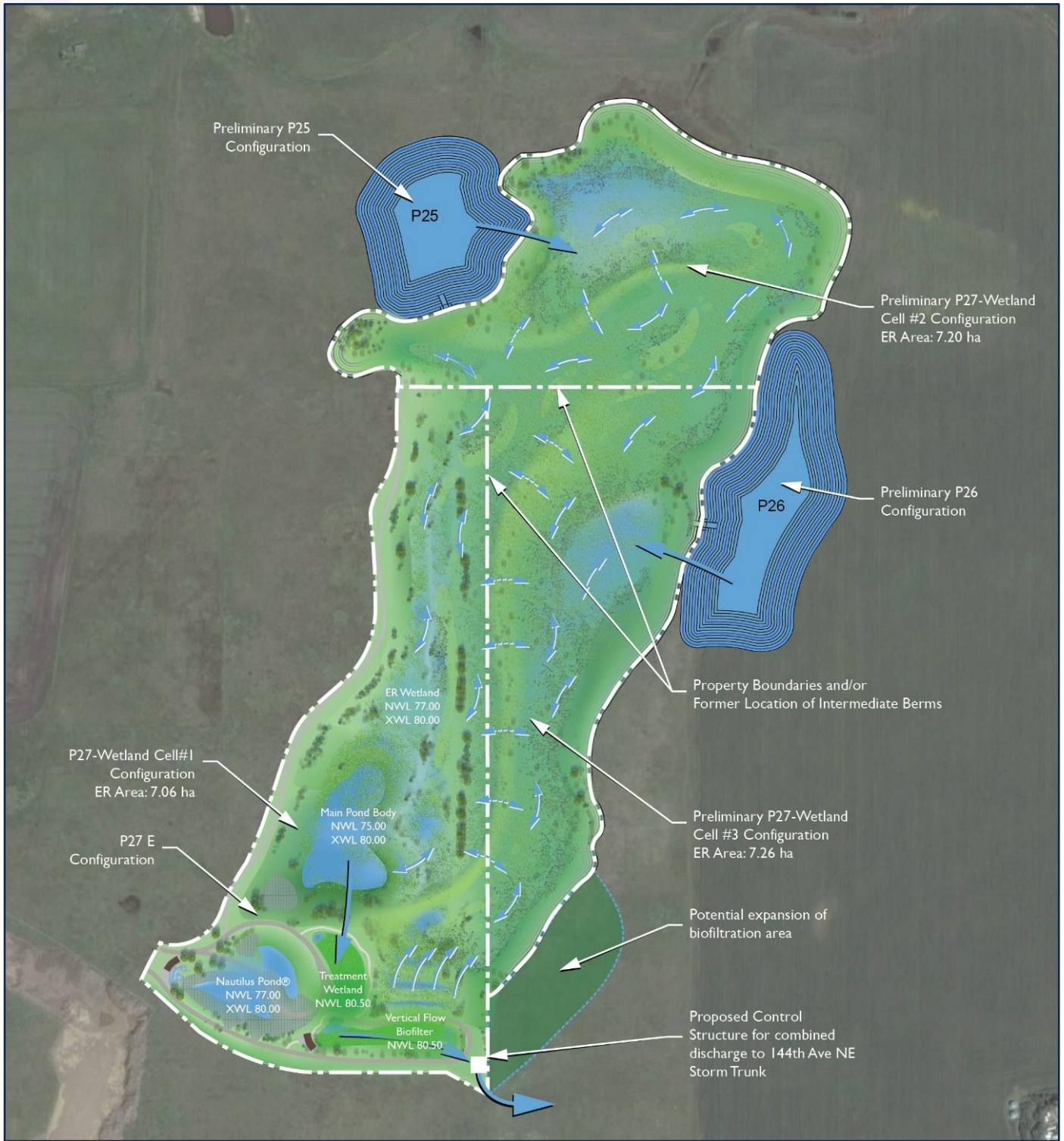


Figure B.4: Pond E (P27E) Concept Overlaid on Existing Wetland (WP27) Footprint and Future (P25E, P26E) Facilities
 Figure from Livingston Phase 26 Storm Pond E Pond Report, MAGNA Engineering Services Inc.



ALPINE LANDS STORM PARK P15

CALGARY, AB | DREAM DEVELOPMENT | 2020 TO PRESENT | 125 ha OF SERVICED DEVELOPMENT AREA | PRE-CONSTRUCTION

Driven by the developer's (Dream Development) pursuit for a unique stormwater facility, the P15 Storm Park design is focussed on amenity driven spaces while functionally unlocking new opportunities for stormwater management, water reuse, and environmental resiliency. The central theme of this storm park is to integrate interactive park spaces into stormwater utility, while also maintaining key natural wetlands and ravines.

- MAGNA worked closely with the client and led concept workshops to resolve planning, architecture, ecological, and engineering needs.
- Storm Park P15 provides regulatory stormwater management functions, secondary treatment biofiltration, and large park-wetland facility for community engagement and environmental value.
- The project team completed the work from feasibility study through to detailed design, expected to begin construction in 2024.

The following figures shows the evolution of Alpine Storm Park P15:

- **Figure B.5** shows the wetland areas that existed at the project location.
- **Figure B.6** shows the proposed concept design, where certain key features of Wetland 5 including the existing topography and native vegetation of the ravine are retained. Wetland 6 is being recreated in an enhanced manner through a constructed wetland bench.



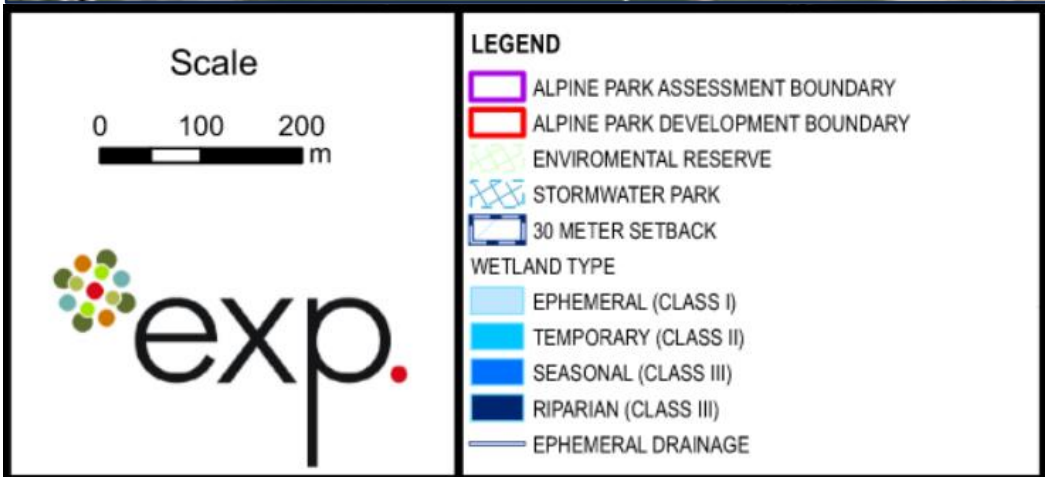
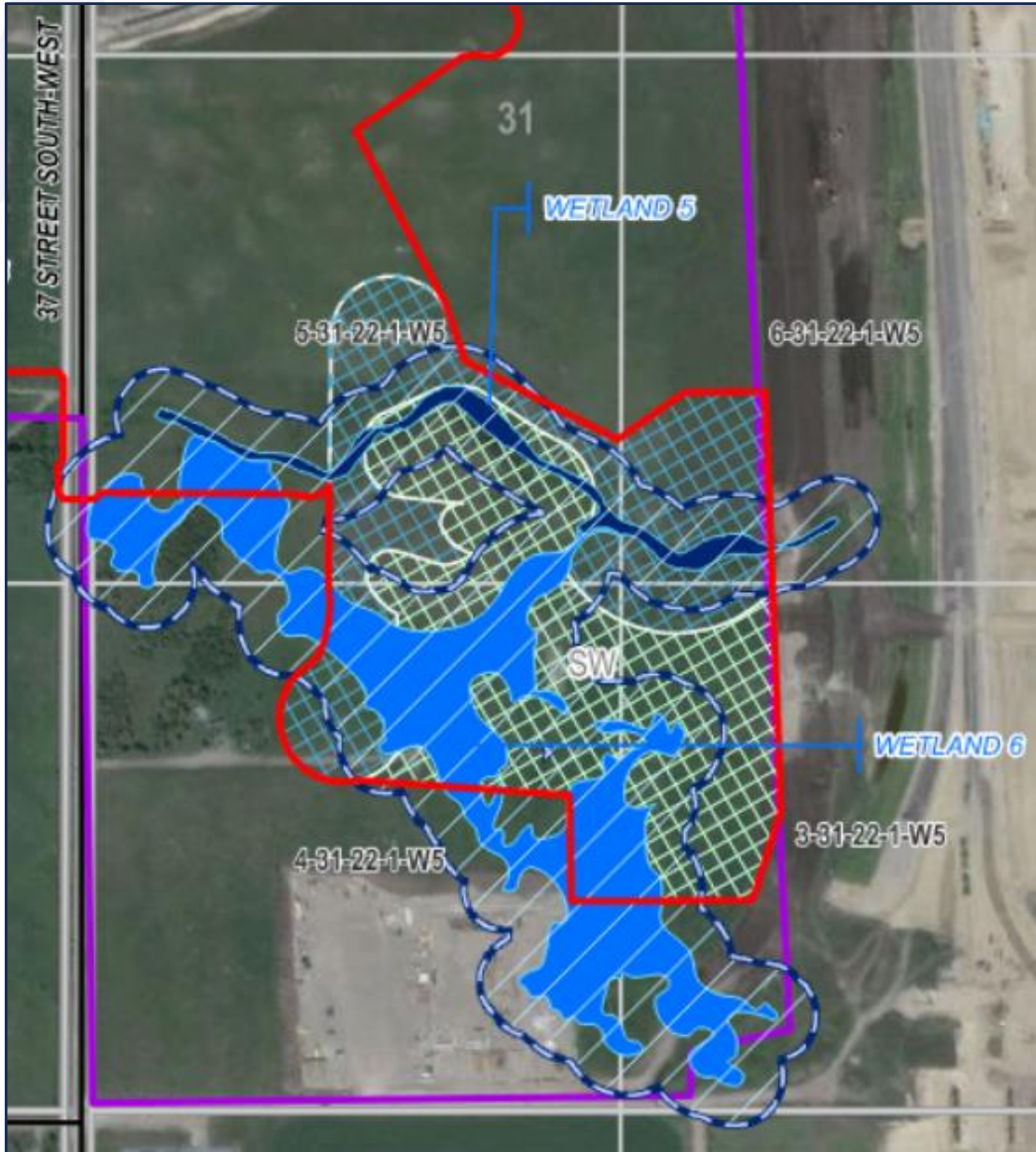


Figure B.5: Existing Wetlands in the Alpine Lands Storm Park P15 Project Location
 Figure from BIA for Alpine Park Stage 2; EXP (May 2021)





Figure B.6: Alpine Lands Storm Park P15 Concept Design



**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Council Meeting
Meeting Date:	August 20, 2024
Presented by:	Jessica Caines, Legislative Services & Communications Coordinator
Title:	Resolution Revision: Council Community Connections Date
Agenda Item No.	7.1

BACKGROUND/PROPOSAL

At the April 2, 2024 RMC, Council resolved to set the dates for the remainder of 2024 for Council Community Connections public engagement sessions to coincide with other community events.

*COUNCILLOR LARSON MOVED THAT Council directs administration to plan and advertise the Council Community Connections public engagement sessions to align with the following 2024 community events on the following dates: Spring Bon Accord Connects on May 11, Fall Bon Accord Connects on September 15, and Winter Wonder-Fest on December 7. **Carried Resolution # 24-137***

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

As noted in the above resolution, Council Community Connections was planned for September 15, 2024, however, the Fall Bon Accord Connects event is scheduled for Sunday, September 8, therefore administration is seeking a revision of the above resolution to amend the date of Council Community Connections to September 8 instead of September 15.

STRATEGIC ALIGNMENT (REFERENCE STRATEGIC PLAN)

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 rescinds “September 15” in resolution #24-137 and replaces it with “September 8”.

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	August 20, 2024
Presented by:	Falon Fayant, Corporate Services Manager
Title:	Clean Energy Improvement Program (CEIP)
Agenda Item No.	7.2

BACKGROUND/PROPOSAL

At the April 16th regular meeting of council, 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 [Resolution #24-157].

Administration and Deputy Mayor May attended the virtual information session on July 17th to learn more about the Clean Energy Improvement Program (CEIP).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following points highlight the information received during the webinar:

- Property owners borrow money from the municipality to fund clean energy projects for their homes. The borrowed funds are tied to the property, not the homeowner.
- The borrowed funds are repaid through property taxes.
- The first step would be to pass a CEIP bylaw and then secure financing to fund the program. The money borrowed by the municipality for the CEIP program does not impact the Town's debt limit.
- The Town would then work with ABMunis to develop and design the program and set up the internal system. ABMunis can also utilize different sources of data, such as comparable municipalities, historical information, population information, etc., to help determine how much the municipality should borrow to fund the program.
- ABMunis would be the program administrator, acting as a central hub for the program, supporting bylaw development if help is needed and program design, and leading program administration, including accepting and approving applications and sourcing and paying contractors.

- Upon application approval, the property owners sign an agreement, and upgrades can begin. ABMunis confirms the project and then requests the required funds from the municipality; ABMunis then pays the contractor.
- The municipality records the CEIP repayment on the property roll.
- Upgrades must be permanently fixed to the property, and some incidental costs are eligible for up to 15% of the upgrade, for example, if mould is found prior to replacement and needs to be removed.
- Three benefits of the program are:
 - Increase in jobs (ABMunis helps to source local contractors).
 - Improve building resiliency (better homes, increased resiliency to weather, air quality, increased property values).
 - Achieve sustainability goals (energy savings, lower greenhouse gas emissions).
- Why would property owners choose this program?
 - More competitive borrowing terms such as long-term options up to 25 years, competitive rates, and it can be repaid at any time.
 - Technical Assistance: support from the administrator, confidence that contractors have been trained in the program, and an energy savings report (which is required in order to participate).
 - Financing Transferability: the financing stays with the property, reducing the risk of not achieving a return on investment. The owner is responsible for disclosing the debt to potential buyers at the time of sale.
 - The program has consumer protections built-in:
 - Contractors must be qualified and follow regulations.
 - Financing maximums – the resident cannot more than double their annual property tax payment.
 - ABMunis carefully explains agreement terms.
 - Buyer can cancel within 10 days.
 - Requires mortgage consent and property tax history.
 - The lender is the municipality.
- What is the timeline?
 - Once the municipality has passed their CEIP bylaw, it engages with a cohort of municipalities to start the program. This process can take 4-5 months after passing the bylaw.

Seven municipalities in the surrounding Edmonton area offer the CEIP program: Sturgeon County, the Town of Westlock, the Town of Devon, the City of Edmonton, the City of Leduc, the City of St. Albert, and Strathcona County. Municipalities in the Edmonton area that are expected to launch the program in the upcoming years are the City of Beaumont and the City of Spruce Grove. The ABMunis webinar indicated that many of the municipalities currently running the program and preparing to launch the program received grant funding.

STRATEGIC ALIGNMENT

Values Statement of Stewardship

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

Priority #4 Identity

- Bon Accord has a strong, positive identity as an environmentally progressive, family oriented, welcoming community.

COSTS/SOURCES OF FUNDING

The CEIP program is not intended to be a revenue source for the municipality. Operational administration costs (from ABMunis) are covered by charging a Program Administration Fee, which is 5% of the project's capital costs charged to participants (homeowner).

The pre-launch start-up costs charged to the municipality are approximately \$15,000. This includes all the program preparation and documents, legal review, etc. These costs cannot be recovered by charging homeowners back.

The Federation of Canadian Municipalities (FCM) offers the Community Efficiency Financing (CEF) grant in three streams. The grant for a feasibility study, including landscape assessment, stakeholder engagement, and goal setting, would cover up to 80% of eligible costs up to \$175,000. The grant for program design study, which includes program approach, implementation planning, and performance impacts, would cover up to 80% of eligible costs of up to \$175,000. The grant for the capital project stream, which includes internal set-up, external launch, ongoing operations, scaling programs, and recapitalization (the CEIP total program), would cover funding for up to 80% of eligible costs, a loan up to \$10 million and a grant to a maximum of 50% of the loan amount, which could allow for lower interest repayment plans.

During the seminar, ABMunis shared that this grant would very likely not be approved for any further Alberta applicants due to a large number of Alberta approvals in previous years, leading to unbalanced geographic funding compared to other provinces. This information is also noted on the grant website, along with information about their second strategic objective, which is to raise the bar for innovation, supporting a more diverse efficiency financing model. ABMunis indicated that Alberta municipalities could still apply. However, the application requires a lot of time and effort, and with the knowledge that it would inevitably be declined, they did not recommend applying.

The process is to first submit a pre-application, which includes the following requirements:

- Applicant information.

- Program details, including financing model, start date, project costs, and funding request.
- Objectives and Rationale
- Program features and Impacts
- Community energy, sustainability, or climate action plan that identifies energy efficiency and renewable energy in the residential sector as a priority for action.
- Evidence of having completed detailed program design work.
- Proof of Council authorization to pursue the initiative.
- A CEIP Bylaw.

If the pre-application is accepted, the municipality can then prepare the full application.

Capital sources of funding for the CEIP program could include borrowing from Alberta Loans to Local Authorities (previously ACFA) or another financial institution or utilizing reserves.

The Town currently has no reserve for this program; Council could transfer from the general operating reserve, which has a balance of \$819,681. The total reserves balance is \$2,150,116, and the unrestricted surplus balance is \$670,377. Administration does not recommend a transfer from reserves, as these are allocated for municipal operating and capital infrastructure improvements and repairs.

The current rates from the Alberta Loans to Local Authorities are:

5-year 4.41%
 10-year 4.5%
 15-year 4.75%
 20-year 4.92%
 25-year 5.02%

The risk involved with borrowing is that the Town would still be required to pay back the principal and interest annually, even if no one utilizes the program. The interest costs would then be unrecoverable.

Administration contacted ATB, our current financial institution, and their recommendation for CEIP program funding was to utilize their operating line of credit, which has more advantages over a term loan, mainly being that the Town can pull funds when required and only pay interest on the funds being used. The rate for the ATB line of credit is Prime + 0.50%. Prime is currently 6.70% but is projected to be going down within the next year(s). ATB does consider the municipality debt limit when considering the total line of credit amount approved. Using a financing source based on fluctuating prime rates could be risky – for example, if a homeowner locks in a project based on the current rate and the interest increases, the Town would end up paying more in interest than they would be recovering from the homeowner.

In summary, the program's initial costs would be \$15,000 (unrecoverable). If the Town applied and received the CEF grant, 80% of this would be covered, with the remaining \$3,000 to be funded by the Town. Should the town apply for funding, additional administration time would be required to prepare the bylaw and the pre-application requirements. These costs are unbudgeted and would need to be funded from reserves.

The costs to maintain the program would be the cost of borrowing and the 5% administration fee, both of which would be recovered from the homeowner through their property taxes. Should the Town apply and receive the CEF grant, 80% of the administration cost and 50% of the loan amount would be funded by FCM.

ABMunis handles the bulk of the program administration. However, some staff administration time would still be required to liaise with ABMunis for approved applications, set up the recovery through the tax account, and ensure that everything is appropriately reflected in our finances.

Alternatively, this program could be considered for the 2025 budget and/or a reserve could be started.

RECOMMENDED ACTION (by originator)

THAT... Council accepts this RFD as information.

Or

THAT...Council directs administration to contact ABMunis to start the Clean Energy Improvement Program (CEIP), including preparing a CEIP Bylaw with financing to be acquired from *[insert source here]* and initial program start-up costs to be funded from *[insert source here]* and FURTHER that administration submit a pre-application for the FCM Community Efficiency Financing.

Or

THAT...Council direct administration to...

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	August 20, 2024
Presented by:	Falon Fayant, Corporate Services Manager
Title:	Allocation of Unrestricted Surplus
Agenda Item No.	7.3

BACKGROUND/PROPOSAL

At the April 2, 2024, regular meeting of Council, Councillor Larson moved that Council direct administration to bring forward an RFD regarding the allocation of unrestricted surplus at a future meeting [Resolution #24-153]. With the presentation of the financial statements, the unrestricted surplus balance for the end of 2023 was \$1,072,807. The auditor recommended that Council may want to consider transferring some of this surplus to a restricted reserve.

The unrestricted surplus at the end of 2021 and 2022 was \$867,888. At the 2021 and 2022 year-end, the auditor advised maintaining the balance around the same value each year if possible, so Council approved transfers to restricted reserves prior to the financial statements being finalized/approved. Due to timing this year, a motion to transfer from the unrestricted surplus to a restricted reserve could not be made before the statements were finalized/approved.

Since the resolution at the April 2, 2024 meeting, Council has passed two motions that affect the unrestricted surplus balances:

Passed at the June 4th regular meeting of Council: Resolution #24-241 directs administration to allocate \$300,000 from unrestricted surplus to the wetland stormwater park project.

Passed at the July 18th regular meeting of Council: Resolution #24-301 directs administration to implement the Work Plan for application to the Federation of Canadian Municipalities Implementation Projects: Adaptation in Action grant program for the storm park project with approval for \$100,000 in required matching funds to be funded by unrestricted reserves.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Resolutions #24-241 and #24-301 have a total impact of \$400,000 on unrestricted surplus, leaving the balance in unrestricted surplus at \$670,377.

Given the current balance of unrestricted surplus, administration recommends no further transfers. Therefore, the motion made at the April 2, 2024, council meeting would need to be rescinded.

STRATEGIC ALIGNMENT

Values Statement of Stewardship

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

Values Statement of Transparency

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

COSTS/SOURCES OF FUNDING

Unrestricted surplus balance.

RECOMMENDED ACTION (by originator)

THAT ... Council rescinds resolution #24-153, directing administration to bring forward an RFD regarding the allocation of unrestricted surplus at a future meeting.

Or

THAT... Council directs administration to...

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	August 20, 2024
Presented by:	Jessica Caines, Legislative Services and Communications Coordinator
Title:	Reallocation of Funds: Windows to Lighting
Agenda Item No.	7.4

BACKGROUND/PROPOSAL

The approved 2024 budget included an allocation for window replacement in the amount of \$8,500. Before proceeding with replacement, asbestos testing on the two walls that house the windows was required. The results found the presence of asbestos; therefore, this project can no longer move forward in 2024 due to asbestos abatement requirements.

In 2023, the majority of fluorescent tube lighting in the Town office building was replaced with retrofit LED lighting that is safer, longer lasting, and environmentally friendly. The intention was to replace the remainder of this lighting with Fortis grant funding in 2024; however, the Town was not successful in receiving this grant.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The total cost of replacing the remainder of fluorescent tube lighting in the Town office building is \$5,510. Due to the postponement of window installation, administration recommends reallocating \$5,510 of the \$8,500 for window replacement funds to complete the retrofit LED lighting project in the Town office in 2024, with the remaining \$2,990 to be reallocated to the Facility Infrastructure reserve to be utilized towards the future window replacement.

STRATEGIC ALIGNMENT

Values Statement of Stewardship

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

Values Statement of Transparency

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

COSTS/SOURCES OF FUNDING

Current budgeted cost for the window replacement: \$8,500

Funds required to complete the retrofit lighting project in the Town Office: \$5,510

Remainder to allocate to reserves: \$2,990

RECOMMENDED ACTION (by originator)

THAT Council direct administration to reallocate \$5,510 from window replacement allocation of \$8,500 to the lighting retrofit project AND FURTHER THAT Council direct administration to reallocate \$2,990 of the remainder to the Facility Infrastructure reserve to be utilized towards the future window replacement.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	August 20, 2024
Presented by:	Jay Nagra, Economic Development & Safe Communities Coordinator
Title:	Relocation of Business Showcase and Funding Request
Agenda Item No.	7.5

BACKGROUND/PROPOSAL

The inaugural Business Mixer took place in the Town of Bon Accord in June 2024. The event’s primary objectives were to increase economic potential, attract investment, and foster relationships between local business owners/landowners and potential investors.

The sole attendees were primarily local business owners and landowners. While the outcome was impactful in engaging local stakeholders, the potential for broader engagement and increased impact was recognized for future events. Considering this, it is proposed that the upcoming Business Showcase, scheduled for October 3rd, 2024, be relocated to the City of Edmonton.

The Town’s current Economic Development mixer budget is \$1700.00; an extra allocation of \$300.00 is being requested to help create a curated and upscale event. The extra allocation being requested is specific to catering, drink and food supplies, as well as printing expenses for program brochures.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The benefits of relocating to the City of Edmonton are the following:

1. **Increased Exposure:** Relocating the event to Edmonton is anticipated to significantly enhance the Town of Bon Accord’s exposure, facilitate engagement with a broader audience, and position the town as a strategic destination for investment, tourism, and economic development.
2. **Higher Attendance:** The relocation is expected to result in increased attendance, particularly from investors, developers, and stakeholders beyond the local community. A broader level of participation is likely to foster greater interest in the town’s opportunities, enhancing prospects for economic growth.
3. **Strategic Advancement:** The proposed relocation to Edmonton represents a logical and strategic progression aligning with the town’s objective of fostering and attracting growth.

Location: The Foundry Room in the Oliver Exchange Building which lays in the heart of downtown has been explored as an option for event space rental.

Refreshments: Light snacks & appetizers to be provided, creating a more upscale and elevated event experience for developers and investors. This will include a singular drink ticket per attendee.

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

A cost of \$1700.00 was budgeted based on the 2024 Economic Development budget.

Total Costs: \$2000.00 in which an applicable cost of \$1000.00 for event space rental/bar staff are included. In addition to this, catering, drink, and food supplies related expenses are applicable, as well as printing expenses for program brochures for which an additional \$300.00 allocation is being requested.

RECOMMENDED ACTION (by originator)

THAT Council direct administration to relocate the Business Showcase to Edmonton as well as approve an additional allocation of \$300 from economic development to the Business Showcase 2024.

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 20, 2024
Presented by:	Jessica Caines, Legislative Services & Communications Coordinator
Title:	Bylaw 2024-09 – Repeal of Bylaw 237
Agenda Item No.	8.1

BACKGROUND/PROPOSAL

Bylaw 237 was passed in 1988 to establish a Tourism Action Committee in the Town of Bon Accord. The history of this committee and its agenda are outlined below:

- April 19, 1988 RMC
 - Report from Jock Archer, Midnight Twilight Tourist Association: Following the Alberta Conference on Tourism, *“Mr. Archer advised that the government had made available \$50.00 per capita which must be matched 25% by community. All programs being developed must receive prior approval.”*
 - Further research indicates a Tourism Action Plan would be required prior to accessing such funding.
- May 7, 1991, RMC
 - *“The tourism plan rough draft was finished April 25, 1991.”*
- April 21, 1992 RMC
 - *“Councillor Dixon moved that the Tourism Action Plan become part of the Bon Accord and District Parks Recreation and Culture Board for the balance of this year (1992) to be reviewed in 1993.”*
- September 21, 1993 RMC
 - Judy Meridith, CAO: Reported the Community Tourism Action Program grant application is due September 30, 1993.
- Community Tourism Action Plans (CTAP) were offered in Alberta and at least one other province from 1988-1993
https://summit.sfu.ca/flysystem/fedora/sfu_migrate/5734/b15249621.pdf.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Tourism Action Committee was likely formed in 1988 to ensure the public engagement aspect of the CTAP was upheld. This Committee, along with public hearings, contributed to the contents of the Tourism Action Plan. Since CTAP funding

has been exhausted, this Committee has dissolved. For these reasons, administration recommends the repeal of Bylaw 237.

STRATEGIC ALIGNMENT (REFERENCE STRATEGIC PLAN)

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)

Resolution #1

THAT Council gives first reading to Bylaw 2024-09 – Repeal of Bylaw 237 as presented.

Resolution #2

THAT Council gives second reading to Bylaw 2024-09 – Repeal of Bylaw 237 as presented.

Resolution #3

THAT Council gives unanimous consent to hear all three readings of Bylaw 2024-09 – Repeal of Bylaw 237 in one meeting.

Resolution #4

THAT Council gives third and final reading to Bylaw 2024-09 – Repeal of Bylaw 237 presented.

TOWN OF BON ACCORD
BYLAW #237

BEING A BYLAW OF THE TOWN OF
BON ACCORD IN THE PROVINCE OF
ALBERTA TO ESTABLISH A TOURISM
ACTION COMMITTEE.

WHEREAS the Council of the Town of Bon Accord desires to promote, expand and enhance Tourism Development in Bon Accord;

AND WHEREAS the Council considers it expedient to establish such a Committee;

NOW THEREFORE, the Council of the Town of Bon Accord duly assembled enacts:

Part I - Definitions

I. "Committee" shall mean and include the Tourism Action Committee of the Town of Bon Accord.

"Council" shall mean the Council of the Town of Bon Accord.

"Secretary" shall mean the Secretary of the Tourism Action Committee for the Town of Bon Accord.

Part II - Appointments/Terms

II. A Committee to be known as the Bon Accord Tourism Action Committee is hereby established in and for the Town of Bon Accord.

III. The Committee shall consist of not less than seven (7) and not more than nine (9) voting members who shall be appointed by resolution of the Council. The said members should be selected from such organizations and business as:

Bon Accord Community League
Bon Accord Agricultural Society
Two (2) Members of Council
Service Clubs
Business Owners
Community at Large

The Tourist Zone Manager may serve as a non-voting Advisor to the Committee.

Town Administration may serve as non-voting Advisors to the Committee.

IV. The Committee members appointed shall serve for the following terms:

(a) Members of Council shall be appointed annually at the Organizational Meeting of Council.

(b) All other members shall hold office for three (3) years provided that on the first appointment Council shall designate members who shall hold office:

(i) Until the first day of November following the date of appointment.

(ii) Until the first day of November of the second year following the date of appointment; and

(iii) Until the first day of November of the third year following the date of appointment respectively so that as nearly as possible 1/3 of such members shall retire each year after the initial two (2) years of operation.

- V. All members shall remain in office until their respective successors are appointed by Council.
- VI. If any member of the Committee shall be absent from three consecutive regular meetings, the Council may, upon recommendation of the Committee, declare the office of such absent Committee member to be vacant.
- VII. The Council may remove any member of the Committee for malfeasance in office, or any other good and sufficient cause.

Part III - Proceedings

- VIII. Annually, during the month of November, the Committee shall hold a Meeting at which time a Chairman shall be selected for the ensuing year.
- IX. Meetings of the Committee shall be held on a regular basis at a time to be set by resolution of the Committee, at least once every three (3) months, and at such other times as deemed necessary.
- X. A quorum for regular and special meetings of the Committee shall be one more than one half of the members, one of whom must be the Chairman.
- XI. Special meetings may be called by the Chairman.
- XII. Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts Rules of Order, newly revised.
- XIII. Remuneration of the members of the Committee may be established by resolution of Council.
- XIV. Neither the Committee nor any member thereof, shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the said Committee, or any member thereof, have any power to authorize any expenditure charged against the Town of Bon Accord.

Part IV - Secretary of the Tourism Action Committee

- XV. There shall be a Secretary who shall assist the Committee.
- XVI. The Secretary shall, upon recommendation from the Municipal Administrator be appointed by resolution of the Council.
- XVII. The Secretary shall:
 - (a) Notify all members and advisors of the Committee of the holding of any regular or special meetings.
 - (b) Keep proper and accurate minutes of the proceedings of all meetings which shall be retained in the Town Office.
 - (c) Maintain all records and correspondence that are relevant to the Committee.
 - (d) Carry out such other administrative duties as the Committee may require.
- XVIII. The Secretary shall not have voting privileges.

Part V - Duties of the Committee

- XIX. The Committee shall be responsible for preparing, for the consideration of Council, a Tourism Action Plan for the Town of Bon Accord and for recommending to Council such changes as should from time to time be required.
- XX. Annually, before the 31 day of December, the Committee shall submit to the Council a written annual report together with a statement showing in reasonable form and detail, expenditures proposed to be made by the Committee during the next following year with respect to all matters over which the Committee has jurisdiction.
- XXI. Within the budget approved by Council the Committee shall carry out a program for the promotion of the goals and objectives of the Tourism Action Plan.

Part VI - General

- XXII. This Bylaw shall come into force on the date of the final passing thereof.

READ a first time this 03 day of May A.D., 1988.

READ a second time this 03 day of May A.D., 1988.

READ a third time and finally passed this 03 day of May, 1988.



D. L. Danchuk, Mayor



Mina Storry, Municipal Administrator

**TOWN OF BON ACCORD
BYLAW 2024-09
REPEAL OF BYLAW 237**

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA TO REPEAL BYLAW 237.

WHEREAS the Municipal Government Act, RSA 2000, c. M-26 provides that a Council may omit and provide for the repeal of a bylaw or a provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective; and

WHEREAS the Municipal Government Act RSA 2000, c. M-26 provides that a Council may, by bylaw, establish Council committees and other bodies;

NOW THEREFORE, the Council of the Town of Bon Accord, in the Province of Alberta, duly assembled, enacts as follows:

1. This bylaw hereby repeals Bylaw 237, being a bylaw of the Town of Bon Accord, in the Province of Alberta, to establish a Tourism Action Committee.
2. The Tourism Action Committee is hereby dissolved.

This Bylaw shall come into force and effect on third and final reading.

READ A FIRST TIME THIS ____ day of _____ 2024.

READ A SECOND TIME THIS ____ day of _____ 2024.

READ A THIRD TIME THIS ____ day of _____ 2024.

SIGNED AND PASSED THIS ____ day of _____ 2024.

Mayor Brian Holden

Chief Administrative Officer Jodi Brown

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	August 20, 2024
Presented by:	Jessica Caines, Legislative Services & Communications Coordinator
Title:	Public Notification Bylaw 2024-10
Agenda Item No.	8.2

BACKGROUND/PROPOSAL

As a result of amendments to the Municipal Government Act (MGA) in 2017, section 606.1 was added, which permits a municipal Council to pass a bylaw to provide for one or more methods for statutory advertising of proposed bylaws, resolutions, meetings, public hearings, and other things, which may include electronic means of statutory advertising.

The Public Notification Bylaw 2024-10 provides for alternative methods of statutory advertising for proposed bylaws, resolutions, meetings, public hearings, and other decisions and actions that are legally required to be advertised.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Currently, the Town has no advertising bylaw in place, therefore, advertising requirements must adhere to the legislated requirements in the MGA. The main method of advertising mandated by the MGA is placing an ad in a local newspaper for 2 consecutive weeks, with the date of publishing for the second week to be no later than 5 days prior to the date of the public hearing.

If these requirements are not met, the advertising requirement will only be met in time if public notices are hand delivered. Historically, this has been done by public works staff, if required.

The proposed Public Notification Bylaw will still allow the Town to publish in the newspaper but will allow the Town to meet statutory advertising requirements by electronic means as follows:

Section 3.2

- *Posted prominently on the Town's official website; and*
- *Posted for at least 10 days before the advertised item occurs.*

The Town will continue to provide advertisements to the local newspaper to reach residents who do not actively use electronic technology as long as a newspaper is in circulation in Town.

Section 3.3

If an Accredited Local Newspaper is in circulation at the time of the advertising, then, in addition to the requirements of section 3.2, a Statutory Advertisement shall be published in an Accredited Local Newspaper at least once. If, in the opinion of Town Administration, there is no Accredited Local Newspaper in publication and available for placement of advertisements at the time of advertising, publication shall not constitute a requirement for advertising under this bylaw or s. 606(2)(a) of the Act.

The Public Notification Bylaw continues to allow for additional advertising that has been done in the past such as:

Section 3.4

- *Advertising in an Accredited Local Newspaper;*
- *Posting to the Town's social media account(s); and*
- *Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.*

Considerations for the public notification bylaw:

- Obsolescence of printed advertising,
- Publishing errors or missed deadlines,
- Public reach of the advertising methods used (value for cost),
- Timeline for reasonable notice to the public, and
- Time spent hand delivering public notices by public works staff.

Timelines

To allow the Public Notification Bylaw to be used in the 2025 election year, the bylaw must have third and final reading by December 31, 2024.

As per the MGA, an advertising bylaw: must be advertised, must include a 60-day petition period, and a public hearing must be held.

The public hearing and second and third reading cannot occur until the 60-day petition period has expired. Further, section 231(4) of the MGA states a petition must be filed within 60 days after the last date on which the bylaw is advertised. Therefore, this 60-day period would start the day after the paper comes out on the second week of advertising.

Proposed timeline to ensure legislative requirements are met:

- First Reading: August 20
- Petition Period Advertising: August 28 + September 4
- 60-day petition period: September 5 through November 3
- 2 weeks of consecutive advertising for the Public Notification Bylaw in the local newspaper: November 13 and 20
- Public Hearing, Second and Third Readings: December 3

STRATEGIC ALIGNMENT (Councils Strategic Plan 2022-2026)

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: Collaboration

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

COSTS/SOURCES OF FUNDING

The cost of advertising in the newspaper is approximately \$215 per week, per ad.

RECOMMENDED ACTION (by originator)

THAT Council gives first reading to Public Notification Bylaw 2024-10 as presented.

**TOWN OF BON ACCORD
BYLAW 2024-10
PUBLIC NOTIFICATION BYLAW**

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA TO ESTABLISH AN ALTERNATIVE METHOD FOR ADVERTISING STATUTORY NOTICES.

WHEREAS, pursuant to section 606 of the Municipal Government Act, a council must give notice of certain bylaws, resolutions, meetings, public hearings or other things by advertising in a newspaper or other publication circulating in the area, mailing or delivering a notice to every residence in the affected area or by another method provided for in a bylaw under section 606.1;

AND WHEREAS, pursuant to section 606.1(1) of the Municipal Government Act, a council may, by bylaw, provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings and other things referred to in section 606;

AND WHEREAS Council is satisfied that the advertising method set out in this Bylaw is likely to bring matters advertised by that method to the attention of substantially all residents in the area to which the bylaw, resolution or other thing relates or in which the meeting or hearing is to be held;

NOW THEREFORE, the Council of the Town of Bon Accord, in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

1.1. This Bylaw may be referred to as the "Public Notification Bylaw" of the Town of Bon Accord.

2. DEFINITIONS

2.1. "Accredited Local Newspaper" means a newspaper that:

- a. focuses its news coverage on events and happenings within the Town
- b. is typically published in print format at least once per week;
- c. is of general circulation within the Town and is available to the majority of the Town residents; and
- d. includes paid advertisements.

2.2. "Act" means the Municipal Government Act, R.S.A. 2000 c M-26, as amended.

2.3. "Town" means the municipal corporation of the Town of Bon Accord.

2.4. "Statutory Advertisements" means proposed bylaws, resolutions, meetings, public hearings and other things referred to in s. 606 of the Act.

3. STATUTORY ADVERTISING METHODS

3.1. Unless otherwise advertised in accordance with the Act, all Statutory Advertisements shall be advertised in accordance with this bylaw.

3.2. Statutory Advertisements shall be:

- a. Posted prominently on the Town's official website; and
- b. Posted for at least 10 days before the advertised item occurs.

**TOWN OF BON ACCORD
BYLAW 2024-10
PUBLIC NOTIFICATION BYLAW**

3.3.If an Accredited Local Newspaper is in circulation at the time of the advertising, then, in addition to the requirements of section 3.2, a Statutory Advertisement shall be published in an Accredited Local Newspaper at least once. If, in the opinion of Town Administration, there is no Accredited Local Newspaper in publication and available for placement of advertisements at the time of advertising, publication shall not constitute a requirement for advertising under this bylaw or s. 606(2)(a) of the Act.

3.4.In addition to the public notification requirements in section 3.2, the Town may also communicate Statutory Advertisements by other means such as:

- a. Advertising in an Accredited Local Newspaper;
- b. Posting to the Town's social media account(s); and
- c. Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.

4. SEVERABILITY

4.1.It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions, and it is further the intention of 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.

This Bylaw shall come into force and effect on third and final reading.

READ A FIRST TIME THIS ____ day of ____ 2024.

PUBLIC HEARING HELD ____ day of ____ 2024.

READ A SECOND TIME THIS ____ day of ____ 2024.

READ A THIRD TIME THIS ____ day of ____ 2024.

SIGNED AND PASSED THIS ____ day of ____ 2024.

Mayor Brian Holden

Chief Administrative Officer Jodi Brown

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Council Meeting
Meeting Date:	August 20, 2024
Presented by:	Jessica Caines, Legislative Services & Communications Coordinator
Title:	Video Surveillance in Town Facilities Policy Review
Agenda Item No.	8.3

BACKGROUND/PROPOSAL

The Video Surveillance in Town Facilities Policy was approved at the September 20, 2022 RMC. In accordance with this policy, it must be reviewed at least once every 2 years. The deadline to review this policy is September 20, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administrative review of the attached Video Surveillance in Town Facilities Policy found no changes are required at this time. The policy is enclosed for Council’s review.

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:

THAT Council approves no changes to the Video Surveillance in Town Facilities Policy as presented.

OR

THAT Council approves the following amendments to the Video Surveillance in Town Facilities Policy [list amendments].

VIDEO SURVEILLANCE IN TOWN FACILITIES

SECTION: Administration

DEPARTMENT: Administration

COUNCIL APPROVAL DATE: September 20, 2022

LAST REVIEWED BY COUNCIL: [date]

POLICY STATEMENT

The Town of Bon Accord recognizes the need to balance an individual's right to their protection of privacy against the Town's obligation to promote a safe environment for all residents, to ensure the safety of Town employees, and to protect Town assets.

PURPOSE

To develop a Video Surveillance policy that complies with the Freedom of Information and Protection of Privacy (FOIP) Act, RSA 2000, c. F-25, as amended from time to time.

SCOPE

This policy allows for the installation and use of a Video Surveillance System in Town facilities within the parameters and subject to the conditions established by this policy. The Video Surveillance System is to be used to apprehend individuals who are committing crimes against persons and/or property, as well as to discourage individuals who may consider committing crimes. The Video Surveillance System is not to be used as a method of tracking the work habits or productivity of individual employees.

DEFINITIONS

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

"Employee" means any individual employed by the Town including contractors and sub-contractors.

"FOIP Act" means the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, as amended from time to time.

“Personal Information” means recorded images of an identifiable individual.

“Record” as defined in the FOIP Act means a record of information in any form and includes notes, images, audio-visual recordings, x-rays, books, documents, maps, drawings, photographs, letters, vouchers and papers and any other information that is written, photographed, recorded or stored in any manner, but does not include software or any mechanism that produces records.

“Storage Device” means a videotape, computer disk, drive, flash drive, CD ROM, or computer chip used to store the recorded visual images captured by a Surveillance System.

“Town” means the Town of Bon Accord

“Town Facilities” means the Town of Bon Accord office building, arena, and Public Works yard and trailer.

“Town Manager” means the Chief Administrative Officer of the Town of Bon Accord

“Video Surveillance System” means a mechanical or electronic system or device that enables continuous or periodic video recording, observing, or monitoring of personal information about individuals in open public spaces, public buildings and public transportation.

RESPONSIBILITIES

Town Manager:

1. Delegate authority to manage the Surveillance System within Town facilities in accordance with the FOIP Act.
2. Review this policy at least once every two (2) years.

FOIP Coordinator:

1. Sole authority for approving the release of information collected through this policy.
2. Ensure that quarterly audits are conducted to establish proper use of

Surveillance Systems in accordance with the FOIP Act and this policy.

All employees with access to the Surveillance System are responsible for reviewing and complying with this policy.

GENERAL PRINCIPLES

I. Surveillance Equipment

1. Equipment such as video cameras may be installed in identified public areas where surveillance is determined necessary as a viable detection or deterrent.
2. Equipment shall not be positioned, internally or externally, to monitor areas outside a building, or to monitor other buildings, unless necessary to protect external assets or to ensure personal safety. Cameras should not be directed to look through the windows of adjacent buildings.
3. Equipment shall not monitor areas where the public and employees have a reasonable expectation of privacy (i.e.: showers, restrooms).
4. Equipment shall be stored in a secure area. Only authorized employees shall have access to the Surveillance System.
5. Video monitors shall not be located in a position that enables public viewing.
6. Sound shall not be recorded.
7. The public must be notified using clearly written signs prominently displayed at the perimeter of surveillance areas, so the public is notified that surveillance is or may be in operation before entering any area under surveillance.
8. The main entrance and any other areas under surveillance will display a notice in accordance with the FOIP Act, including under which section the information is collected and FOIP Coordinator contact information.
9. The FOIP Coordinator and/or designate(s) will conduct quarterly audits to ensure equipment remains functional, tracking forms are being utilized correctly, and retention period recommendations are met.

II. Retention, Use and Disclosure of Personal Information

1. All Personal Information will be deemed property of the Town of Bon Accord.
2. All Storage Devices that are not in use shall be stored in a secure area. All Storage Devices that have been used shall be labelled and dated.
3. Recordings should only be kept as long as necessary to fulfill the purpose of surveillance. Recordings no longer required shall be destroyed or overwritten.
4. The Surveillance System shall have a minimum retention period of 21 days. This retention requirement applies only to Personal Information that has been “used” by the Town.
5. Records will only be removed when an incident occurs or a request is made.
6. If the Surveillance System has been installed for public safety or deterrence purposes but detects possible criminal activity or non-compliance with or breach of a statute or bylaw that could lead to a penalty or sanction, the Records required for evidentiary purposes should be retained by the appropriate authorities and stored according to their standard procedures.
7. If a Record is released for law enforcement purposes, the release shall be documented as per Schedule “A”.
8. An Individual who is the subject of the information has a right to access his or her recorded information. Access may be granted in full or in part depending upon whether any of the exceptions in FOIP apply and whether the excepted information can reasonably be severed from the record.
9. Old Surveillance Systems must be securely disposed of by reliable means.

REFERENCES

- FOIP Act
- Town of Bon Accord Records Retention and Disposition Bylaw
- Service Alberta’s Guide to Using Surveillance Cameras in Public Areas, Revised 2004, as amended

TOWN OF BON ACCORD

Mayor Report – for period June 12 – August 14, 2024

- June 13, 2024 Attended Coffee with a Cop. This event was well attended as usual. It was the last Coffee with a Cop for Sergeant Lew Simms as he has been promoted and is moving on to the Leduc detachment.
- June 13, 2024 Attended monthly Roseridge Meeting at the landfill. We did a walking tour of the site to see the new recycle buildings that will open in October. We also had a SWANA Conference presentation. (Solid Waste Association of North America).
- June 14, 2024 Attended Alberta Munis Summer Caucus in St. Albert. Lots of good information. We had discussions regarding water conservation, Provincial Infrastructure Funding and Bill 20's Local Election and Municipal Governance Changes
- June 15, 2024 Attended Morinville Pancake Breakfast. A good time to take the opportunity to network with other elected officials.
- June 15, 2024 Attended Bon Accord Air Cadet Review and Banquet. It is always an honour to attend this event. This review is held annually as well as the banquet afterwards. Also great to see the Promotions and Awards session.
- June 17, 2024 Attended Joint Use Committee Meeting. We discussed the Joint Use and Planning Agreement Template (New JUPA must be in place by June 2025)
- June 18, 2024 Chaired Regular Meeting of Council
- June 19, 2024 Attended CSAB Meeting. Voted on new board member applications. Also discussed upcoming events, Dark Sky Ad Hoc Committee update and summer programming.
- June 26, 2024 Attended Committee of the Whole Meeting
- June 27, 2024 Attended Agenda Committee Meeting
- July 1, 2024 Participated in Canada Day Breakfast. Always a fun and informative time flipping pancakes with Minister Nally.
- July 2, 2024 Chaired Public Hearing and Regular Meeting of Council. Although several residents attended, only one resident made comments during the Public Hearing.
- July 13, 2024 Participated in Gibbons Pioneer Days Breakfast and Parade
- July 18, 2024 Chaired Special Meeting of Council. Susan Berry, Executive Director of Roseridge, gave a presentation of the EPR Transition Model. (Extended Producer Responsibility). We also discussed the Sand and

Salt Storage Facility, the Proposed 30 Meter Free Standing Internet Tower and the Development Officer Appointment.

- July 22, 2024 Attended Capital Region Northeast Water Service Meeting. This turned out to be a marathon meeting. Much of the meeting was held in Closed Session.
- July 25, 2024 Attended Communities in Bloom Breakfast Meeting as well as CIB Supper. Many excellent comments from the judges about our awesome little town.
- July 27, 2024 Participated in the Town of Legal Fete Au Village Breakfast and Parade. Not only is this a fun time riding Legal's train with all of the elected officials of the region as well as Dale Nally, our participation shows all of Legal's parade attendees support by the Town of Bon Accord.
- August 8, 2024 Participated in Redwater Golf Tournament. This is always a good opportunity to network with businesses and elected officials. I spent several hours with Dave Diduck, Reeve of Lamont County and Dora L'Heureux of Fortis Alberta.

Brian Holden
Mayor
Town of Bon Accord

TOWN OF BON ACCORD

June 12 – August 14, 2024

- June 13 Attended Coffee with a Cop.
Was very nice to be finally able to make one of these meetings. There was a very good turn out. Some very good discussions.
- June 13 Attended Sturgeon Victim Services Meeting.
- June 14 Attended Municipal Leaders Caucus virtually.
Very good discussions on future Governance changes as well as Infrastructure Funding and Water Management.
- June 18 Attended Regular Meeting of Council.
- June 20 Attended CRASC Meeting.
- June 27 Attended Agenda Committee Meeting.
- July 2 Attended Public Hearings and Regular Meeting of Council.
- July 17 Attended the CEIP Webinar
Really enjoyed finding out more information on this program. I look forward to administration bringing their report to Council.
- July 18 Attended Special Meeting of Council virtually.

Note:

Tanya May
Deputy Mayor
Town of Bon Accord

TOWN OF BON ACCORD

Councillor Report – June 13 to Aug 13, 2024

- June 13 Attended “Coffee with a Cop”. Event was well attended, and there was good discussion. Thank you and hopes for success to Sgt Lew Simms who has been promoted out of the detachment.
- June 19 Attended the Business Mixer. Event was successful and several developers/business people attended. Good discussion was had. Paul Salvatore provided a visual presentation to the participants.
- June 20 Attended the Sturgeon County Mayor’s Golf Tournament. The event was sold out and very successful. Participants had the opportunity to talk with many sponsors and network with other elected officials and industry partners in the area. Tournament proceeds (\$6000.00 each) were presented to Bon Accord Gibbons (Legal) Food Bank, Morinville Food Bank, Redwater Fellowship of Churches Food Bank, St. Abert Community Village Food Bank, and Casa Mental Health.
- June 26 Attended the Committee of the Whole meeting
- June 27 Attended Homeland Housing Board meeting.
- June 28 Attended a tour of the wetlands with Minister Nally.
- July 1 Helped to cook sausages and pancakes for the Canada Day pancake breakfast. What awesome attendance! Enjoyed the fireworks display which was also well attended. Thank you to the many volunteers who helped make this successful.
- July 2 Attended the Public Hearings for the Land Use Bylaw Amendments and LUB and Municipal Development Plan Amendments. Also attended the Regular Meeting of Council.
- July 11 Attended Homeland Housing for the Governance and Policy Review Committee meeting. This work will be ongoing individually over the summer.
- July 18 Attended the Special Meeting of Council.
- July 25 Attended the potluck supper for the Community in Bloom judges.
- July 27 Participated in Legal Fete au Village pancake breakfast and parade.
- Aug 8 Participated in Redwater Mayor’s Golf Tournament. Always a good chance to catch up with other Elected Officials and a chance to chat with local business and industry members.
- Aug 10 – 11 Participated in Harvest Days parade and attended the arena/sports ground activities. A successful event again this year. Thank you to all who worked so hard to put this on.
- Note: Re: FCM Conference June 6 – 9. My remarks did not make it into the last report. The conference focus was “Redefining our Future”. We are seeking predictable and reliable funding into the future. The focus is on working together to support future growth and the needs for infrastructure to support it. It talks about aggressively planning and finding innovative solutions. We need to stop arguing about

levels of government and jurisdiction and should be planning for 5, 10, 15+ years into the future. FCM is also going to work to eliminate aggression in all forms experienced by many Elected Officials at all levels.

Lynn Bidney
Councillor
Town of Bon Accord

TOWN OF BON ACCORD

Councillor Report – for period, June 13 - Aug 13 2024

June 18 Attended Regular Meeting of Council
June 20 AB Munis Elected Official Teams Meeting
June 28 Edmonton Salutes Meeting
July 2 Attended Regular Meeting of Council
July 18 Attended Special Meeting of Council
July 20 Gibbons Pioneer Days Parade

Note:

Councillor
Lacey Laing
Town of Bon Accord

TOWN OF BON ACCORD
Councillor Report – June 13 - August 13

- June 15, 2024 Morinville Mayor and Council Pancake Breakfast
It's good to support surrounding communities and to network ideas.
- June 17, 2024 Attended Joint Use Committee Meeting.
More discussion on animal control at the school's track, looking for a solution.
- June 18, 2024 Attended Regular Meeting of Council
- June 19, 2024 Developer Mixer
This was a great opportunity to network with investors and business folks. This was a great start to develop relationships.
- June 20, 2024 Sturgeon County Mayor's Golf Tournament
This was great for the food bank and gathering information on different subject, including some interesting ideas (gravel stabilizer material) for road restoration and development.
- June 24, 2024 CRNWSC
The board is working in the right direction for the betterment of the members.
- June 26, 2024 Attended Committee of the Whole Meeting
- June 28, 2024 Attended the Sturgeon Composite High School graduation ceremony.
This was an honor to watch all the new graduates starting on a new path.
- July 01, 2024 Attended Canada Day celebrations, helped with serving breakfast. As usual this is an enormously proud moment for me, and I also believe our citizens, to appreciate what we have here in Canada.
- July 02, 2024, Attended Public Hearings
- July 02, 2024 Attended Regular Meeting of Council
- July 13, 2024 Joined in the Pioneer Days parade in Gibbons. It's good to network with neighbouring communities and show support amongst us all.

July 18, 2024

Attended Special Meeting of Council. Was informed on Extended Producer Responsibility.

August 08

Participated in Redwater Golf Tournament. This was a terrific opportunity to gather information from other CAO and Council members from Bruderheim, Redwater, and Sturgeon County.

August 10-11

Participated in the Harvest Days celebrations. I heard nothing but good comments for the parade, entertainment and the fireworks. Great job folks.

On another note, Music in the park has been fantastic.

Timothy LARSON
Councillor
Town of Bon Accord

From: [Jessica Caines](#)
To: [Jessica Caines](#)
Subject: FW: SAVE THE DATE: Grand Opening Reception of Roseridge Waste Management Facility
Date: July 22, 2024 10:57:42 AM
Attachments: [Roseridge Reception Invitation.png](#)

From: Sheila Moore <sheila@morcommpr.com>
Sent: Friday, July 19, 2024 8:00 AM
To: Susan Berry <Manager@roseridge.ab.ca>
Subject: SAVE THE DATE: Grand Opening Reception of Roseridge Waste Management Facility



Good Day,

We are delighted to invite you to the Grand Opening Reception of the new facility at Roseridge Landfill, a milestone event celebrating our commitment to sustainable waste management and environmental stewardship.

Event Details:

Date: October 20, 2024

Time: 7:00 PM - 9:00 PM

Location: Roseridge Landfill, Range Rd 251, Sturgeon County, AB

The evening will feature welcome speeches, a ribbon cutting ceremony, a guided tour of our state-of-the-art facility, and a champagne toast and charcuterie. We will conclude with a captivating firework show displayed to the surrounding community and an opportunity to network with leaders from the greater Edmonton region.

We also extend a special invitation for you to join us at the **public opening on Monday, October 21st**. This event will provide an opportunity to enjoy a cappuccino and connect with the community.

Public Opening Details:

Date: Monday, October 21

Time: 9:00 AM - 12:00 PM

Your presence would be an honor and add to the significance of this special occasion.

Kindly RSVP to this email by September 8, 2024 to confirm your attendance.

We look forward to celebrating with you.

Best regards,
Susan Berry
Executive Director
Roseridge Waste Management

On behalf of Roseridge Waste Management
Sheila Moore



[MORCOMM PR & Events](#)

780.953.8733

SOCIAL MEDIA

Instagram: [morcomm_PR](#)

Facebook: [morcommpr](#)

LinkedIn: [Sheila Moore](#)

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TOWN OF GIBBONS

MAYOR'S LUNCHEON

Past, Present & Future of the Town of Gibbons



Join us to discuss the past, present and future of the Town of Gibbons

**FRIDAY
OCTOBER 18TH
11:00 AM - 1:00 PM
GIBBONS CULTURAL CENTRE
\$40.00 PER PERSON**

MORE INFORMATION



780-923-3331



gibbons.ca

Gibbons
ROOTED IN FAMILY

NOTICE OF MOTION

I, Mayor Brian Holden, propose a notice of motion to move September 3rd regular Meeting of Council from an evening meeting to a morning meeting.

I believe that it is important to have Council's support at Music in the Park; however, both the first and the last dates for Music in the Park fall on during evening Council meetings.

Thank You

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

Mayor Holden