

**Town of Bon Accord  
AGENDA  
Regular Council Meeting  
February 21, 2023 9:00 a.m. in Council Chambers  
Live streamed on Bon Accord YouTube Channel**

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
  - 3.1.Regular Meeting of Council; February 7, 2023 (enclosure)
- 4. DELEGATION**
- 5. DEPARTMENTS REPORT**
  - 5.1.February 2023 (enclosure)
- 6. UNFINISHED BUSINESS**
  - 6.1.ACCPA Membership Information (enclosure)
  - 6.2.Community Life Survey (enclosure)
  - 6.3.Council February Briefing Meeting (enclosure)
- 7. NEW BUSINESS**
  - 7.1.Grant Writer (enclosure)
  - 7.2.Appointment of Library Board Trustees and Financial Reviewer (enclosure)
  - 7.3.Procedural Bylaw Expert Review (enclosure)
  - 7.4.Veterans' Memorial Park Committee Appointments (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
  - POLICIES**
    - 8.1.Amend Policy #22-476 Appendix 33 & Policy #05-315 (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. COUNCIL REPORTS**
  - 10.1 Mayor Holden (enclosure)
  - 10.2 Deputy Mayor Bidney (enclosure)
  - 10.3 Councillor Laing (enclosure)
  - 10.4 Councillor Larson – absent
  - 10.5 Councillor May (enclosure)
- 11. CORRESPONDENCE**
  - GENERAL**
    - 11.1.Minister Copping – Response to Ambulance Crisis Letter (enclosure)
  - ACTION REQUIRED**
    - 11.2.Farm Safety Centre (enclosure)
    - 11.3.Camrose Casino Relocation Appeal (enclosure)

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- 11.4. Sturgeon Composite High School – Grad Banquet Sponsorship (enclosure)
- 11.5. Morinville RCMP Detachment Priorities 2023/2024 (enclosure)

**12. NOTICE OF MOTION**

- 12.1. Council Benefits (enclosure)

**13. CLOSED SESSION**

- 13.1. Alberta Capital Region Wastewater Commission (ACRWC) – FOIP Act 25(1)(d)  
Disclosure harmful to economic and other interests of a public body
- 13.2. Intermunicipal Collaboration Framework (ICF) Recreational Funding – FOIP Act  
24(1)(c) Advice from officials

**14. ADJOURNMENT**

**Town of Bon Accord  
Regular Meeting of Council Minutes  
February 7, 2023 7:00 p.m.  
Live streamed on Bon Accord YouTube Channel**

**COUNCIL  
PRESENT**

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

**ADMINISTRATION**

Jodi Brown – Town Manager  
Falon Fayant – Corporate Services Manager  
Terry Doerkson – Operations Supervisor  
Lila Quinn – Community Services Manager  
Jessica Caines – Legislative Services and Communications Coordinator

**CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Holden called the meeting to order at 7:00 p.m.

**ADOPTION OF AGENDA**

COUNCILLOR LARSON MOVED THAT Council adopt the February 7, 2023 agenda, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 23-040**

**PROCLAMATIONS**

**Pink Shirt Day**

**ADOPTION OF MINUTES**

***Regular Meeting of Council Minutes – January 17, 2023***

COUNCILLOR MAY MOVED THAT Council adopt the minutes of the January 17, 2023 Regular Meeting of Council as presented.

**CARRIED UNANIMOUSLY RESOLUTION 23-041**

***Council Briefing Meeting Minutes – January 25, 2023***

COUNCILLOR LARSON MOVED THAT Council adopt the minutes of the January 25, 2023 Council Briefing Meeting as presented.

**CARRIED UNANIMOUSLY RESOLUTION 23-042**

**UNFINISHED BUSINESS**

***Resident Request – Utility Bill***

DEPUTY MAYOR BIDNEY MOVED THAT Council waives the Bennett's high utility bill and directs administration to adjust their December 2022 billing consumption of 136.81 m3 to the average of their 2022 consumption from January to November billing of 16.59 m3

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and to waive the 2% late payment penalty, and further to notify the resident of Council's decision.

MAYOR HOLDEN MOVED TO AMEND THE MOTION ON THE FLOOR:

To add:

This decision is not a precedent and future issues should be considered on an independent basis.

**CARRIED UNANIMOUSLY RESOLUTION 23-043**

UPDATED MOTION

DEPUTY MAYOR BIDNEY MOVED THAT Council waives the Bennett's high utility bill and directs administration to adjust their December 2022 billing consumption of 136.81 m3 to the average of their 2022 consumption from January to November billing of 16.59 m3 and to waive the 2% late payment penalty, and further to notify the resident of Council's decision. This decision is not a precedent and future issues should be considered on an independent basis.

**CARRIED UNANIMOUSLY RESOLUTION 23-044**

***Green and Inclusive Community Building Program***

COUNCILLOR MAY MOVED THAT Council direct administration to continue with planning a phased approach for the arena upgrades as included in the ten-year capital plan and not proceed with application to the Green and Inclusive Community Building Program at this time.

**CARRIED UNANIMOUSLY RESOLUTION 23-045**

**NEW BUSINESS**

***Ball and Soccer Field Rental Rates***

COUNCILLOR LARSON MOVED THAT Council maintain the baseball diamond and soccer field rental rates at the 2022 rates for 2023.

**CARRIED UNANIMOUSLY RESOLUTION 23-046**

***Appointment of CRASC ARB Members***

COUNCILLOR LAING MOVED THAT Council appoint Raymond Ralph as ARB Chair, Gerry Amorin as Certified ARB Clerk, and Darlene Chartrand, Tina Grozko, Stewart Hennig, Richard Knowles, and Raymond Ralph as Certified Panelists, as requested.

**CARRIED UNANIMOUSLY RESOLUTION 23-047**

***Canadian Park and Recreation Association (CPRA) Youth Employment Experience Grant Funding***

COUNCILLOR MAY MOVED THAT Council direct administration to continue to complete the grant application for the CPRA Youth Employment Experience to be submitted prior to the February 17, 2023 deadline.



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**CARRIED UNANIMOUSLY RESOLUTION 23-048**

***Council Briefing: February 2023***

COUNCILLOR LAING MOVED THAT Council direct administration to bring forward more dates for the next Council Briefing Meeting at the February 21 Regular Council Meeting.

**CARRIED UNANIMOUSLY RESOLUTION 23-049**

**BYLAWS/POLICIES/AGREEMENTS**

***Bylaw 2023-03 – Repeal of Bylaw 85***

COUNCILLOR MAY MOVED THAT Bylaw 2023-03 – Repeal of Bylaw 85 be given first reading, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 23-050**

COUNCILLOR LARSON MOVED THAT Bylaw 2023-03 – Repeal of Bylaw 85 be given second reading, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 23-051**

COUNCILLOR LAING MOVED THAT Council gives unanimous consent to hear three readings of Bylaw 2023-03 – Repeal of Bylaw 85 in one meeting.

**CARRIED UNANIMOUSLY RESOLUTION 23-052**

DEPUTY MAYOR BIDNEY MOVED THAT Bylaw 2023-03 – Repeal of Bylaw 85 be given third and final reading, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 23-053**

Mayor Holden called a short recess at 8:00 p.m.

Mayor Holden called the meeting back to order at 8:05 p.m.

MAYOR HOLDEN MOVED THAT Council postpone item 9.1 Elected Officials Asset Management Workshop until after item 9.5 2023 Federation of Canadian Municipalities Conference has been dealt with.

**CARRIED UNANIMOUSLY RESOLUTION 23-054**

***2023 ACCPA Conference***

COUNCILLOR MAY MOVED THAT Council decline attendance at the conference, AND FURTHER THAT Council direct administration to bring back more information regarding the benefits of having an ACCPA membership to the February 21, 2023 Regular Council Meeting.

**CARRIED UNANIMOUSLY RESOLUTION 23-055**

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***2023 Spring Municipal Leaders' Caucus***

DEPUTY MAYOR BIDNEY MOVED THAT Council direct administration to register Councillor May for virtual attendance, and Mayor Holden, Deputy Mayor Bidney, Councillor Larson, and Councillor Laing for in person attendance for the 2023 Spring Municipal Leaders' Caucus.

MAYOR HOLDEN MOVED TO AMEND THE MOTION ON THE FLOOR

To add registration types:

Councillor May Caucus only

Mayor Holden Caucus only

Deputy Mayor Bidney Caucus only

Councillor Laing Caucus only

Councillor Larson President's Summit and Caucus

**CARRIED UNANIMOUSLY RESOLUTION 23-056**

UPDATED MOTION

COUNCILLOR LAING MOVED THAT Council direct administration to register Councillor May for virtual attendance (Caucus only), and Mayor Holden (Caucus only), Deputy Mayor Bidney (Caucus only), Councillor Laing (Caucus only), and Councillor Larson (President's Summit and Caucus) for in person attendance.

**CARRIED UNANIMOUSLY RESOLUTION 23-057**

***Elected Officials Education Program Course***

COUNCILLOR LAING MOVED THAT Council direct administration to register Mayor Holden, Deputy Mayor Bidney, Councillor Laing, Councillor Larson and Councillor May for the Partnership and Collaboration EOEP course on March 20, 2023.

**CARRIED UNANIMOUSLY RESOLUTION 23-058**

***2023 Federation of Canadian Municipalities Conference***

COUNCILLOR LAING MOVED THAT Council direct administration to register Councillor Larson and Councillor Laing for the FCM Conference in person in Toronto, AND FURTHER THAT administration source economical hotels within a reasonable distance of the Convention Centre.

In favour: Mayor Holden, Deputy Mayor Bidney, Councillor Laing, Councillor Larson

Opposed: Councillor May

**CARRIED RESOLUTION 23-059**

***Elected Officials Asset Management Workshop***

COUNCILLOR MAY MOVED THAT Council direct administration to register Mayor Holden, Deputy Mayor Bidney, and Councillor May for the Asset Management Workshop to be held on May 25 in Edmonton, Alberta, and Councillor Larson for the June 8 Asset Management Workshop in Vermillion.

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**CARRIED UNANIMOUSLY RESOLUTION 23-060**

**CORRESPONDENCE**

***Minister Copping – Response to Morinville X-Ray Machine Letter***

COUNCILLOR LAING MOVED THAT Council accept the correspondence as information.

**CARRIED UNANIMOUSLY RESOLUTION 23-061**

**NOTICE OF MOTION**

***Grant Writer***

**CLOSED SESSION**

- ***Resident Complaint – FOIP Act 17(1) Disclosure harmful to personal privacy***
- ***Hellinga Development Company Ltd. – FOIP Act 24(1)(c) – Advice from officials and 25(1)(c)(iii) harmful to economic and other interests of a public body***

COUNCILLOR LAING MOVED THAT Council enter into closed session to discuss Resident Complaint – FOIP Act 17(1) Disclosure harmful to personal privacy and Hellinga Development Company Ltd. – FOIP Act 24(1)(c) – Advice from officials and 25(1)(c)(iii) harmful to economic and other interests of a public body at 8:54 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 23-062**

COUNCILLOR LARSON MOVED THAT Council come out of closed session at 9:28 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 23-063**

***Resident Complaint – FOIP Act 17(1) Disclosure harmful to personal privacy***

DEPUTY MAYOR BIDNEY MOVED THAT Council direct administration to draft a response to the residents on behalf of Mayor and Council indicating the Mayor will meet with them.

**CARRIED UNANIMOUSLY RESOLUTION 23-064**

***Hellinga Development Company Ltd. – FOIP Act 24(1)(c) – Advice from officials and 25(1)(c)(iii) harmful to economic and other interests of a public body***

COUNCILLOR LAING MOVED THAT Council accepts this report as information and directs administration to forward the response to Hellinga Development Company Ltd. as discussed.

**CARRIED UNANIMOUSLY RESOLUTION 23-065**

**ADJOURNMENT**

COUNCILLOR LARSON MOVED to adjourn at 9:33 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 23-066**

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Mayor Brian Holden

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Jodi Brown, CAO

Unapproved

## News | Projects | Events

### News

- Staff are working with Associated Engineering to finalize the tendering process for the Arena Ice Plant project.
- The Town is hiring for temporary summer employment positions. For more information go to [www.bonaccord.ca](http://www.bonaccord.ca).

### Projects

- The Town applied to Fortis Alberta for a \$5,000 grant to upgrade all the lighting in the library with new LED lights.
- The Town has applied to the Canadian Parks and Recreation Association Youth Employment Experience grant program. If successful, the Town will be able to hire an additional youth to assist with summer recreational programming. The grant covers the full cost of wages and mentorship of the youth hired to fulfill this role.

### Events

- Coffee with a Cop was held on January 26<sup>th</sup> with approximately 9 residents in attendance. Great discussion and community building took place at the event. Our thanks to the Morinville RCMP detachment and Staff Sgt. Chris Palfy for their continued participation. The next event will be held in March (TBA).
- Home Alone, February 9 – 16 enrolled
- Babysitting, February 10 – 8 enrolled
- Pickleball, January 10-February 14 – 7 participants
- The Family Day Event is planned for Monday, February 20<sup>th</sup> from 11 am to 3 pm at the Bon Accord Arena.

### Key Meetings

- GEEDT (Greater Edmonton Economic Development Team) Meeting was held on February 02/23. The Economic Development and Planning Officer attends these meetings for networking and ideas.
- Multiple meetings with our engineering consultants regarding current projects including the old lagoon reclamation, grant programs for the arena, and the ice plant project.
- 1<sup>st</sup> All Staff Meeting of 2023 held on February 17<sup>th</sup> from 2 -3:30 pm.

### Conferences and Training

- Public Works staff have been completing online safety training courses available for free through an online Canadian platform. This training supplements hands on training opportunities and has been well received by staff.
- Two arena staff completed WHMIS
- Council and administration will be attending the annual legal seminar offered by Brownlee LLP on February 16<sup>th</sup>/23.

## Department Highlights

### Administration | Town Manager

- Continuing to work on the Winter Maintenance Policy and the updated Procedural Bylaw projects.
- Staff are working on the 2022 Annual Report for publication in March.
- The leadership team continues to meet every two weeks to review projects, action lists.
- Planning for the All Staff Meeting to be held on February 17<sup>th</sup> was finalized with the Leadership team this past month. Topics for this meeting will include input from staff on potential Dark Sky activities and community survey questions as well as planning for future team building activities, and health and safety updates.

### Community Services

- Continuing to research grant funding sources for arena upgrades, playgrounds, and skateboard park. Forward grant opportunities to local non-profits when applicable.
- Working with arena staff to ensure all safety procedures and signage are current.
- Two Bad Apples have confirmed their line-up for Music in the Park. Will continue to seek sponsorship for this event.
- Confirmed partnership with the Town of Legal to host four children's travel trips this summer.
- The job advertisement for the Seasonal Recreation Program Coordinator approved in the 2023 budget has been posted.
- Continue to plan 2023 annual events.
- Collaborating with local municipalities and organizations to host a Find Your Village Conference (name is tentative), scheduled in Gibbons next spring which will showcase our communities. This event is in the early planning stages.

### Corporate Services

- Administration received the Sturgeon Recreation Funding partnership agreement grant of \$322,133. This was \$10,021 or 4% higher than budgeted due to the current CPI rate. This grant is allocated to parks, recreation, and arena, and includes \$50,000 towards capital reserves (which must be matched by the Town.)
- Due to staffing changes, the wages and salaries allocations have been changed. This change will affect the wages and salaries lines for most departments, however the total wages and salaries for the Town are still within the original budget.
- The debenture application for the arena ice plant has been submitted. Administration must send an email to the local loans authority on February 17 to confirm that there have been no court applications against the bylaw. Approval of the debenture is expected to follow this email.

- The job advertisement for the Seasonal Administration Assistant approved in the 2023 budget has been posted.
- The audit is scheduled for February 22.
- The assessment report is underway by Tanmar Consulting Inc., and we should receive assessment information by February 28<sup>th</sup>.
- A tax penalty of 15% was applied to all outstanding balances as of December 31<sup>st</sup>. Revenue of \$7,499 was collected.
- The fire hall rental revenue was received from Sturgeon, \$483 higher than budgeted due to the CPI rate.

## Department Highlights

### Planning | Economic Development | Bylaw

- Electric Vehicle Charging Station Update: The Level 3 chargers at the arena have software issues; Dandelion Renewables is working on resolving the issue. A grand opening will be planned for the spring.
- Bylaw services is working with the Town on a new initiative to encourage dog owners to ensure that they have bags to clean up after their pets when out walking in the community. Bylaw officers will stop dog owners when walking to ensure they have dog bags. A reminder to dog owners that not having a dog bag with you while walking your pet may result in a \$75 fine.
- 1 Subdivision application was received this month.
- The residential sidewalk snow clearing campaign continued this month with another 6 property owners contacted to clear snow on their sidewalks. Information regarding the Town's Community Standards Bylaw requirements for snow removal on sidewalks was shared on the Town's social media platforms to help raise awareness of requirements and encourage compliance.
- Gathering information on the value, cost, and feasibility of an economic development assessment by a consultant specializing in this area.

### Operations | Public Works

- Welcome Crystal Kehoe to the Public Works team as our new Operator effective February 13<sup>th</sup>, 2023. Training and orientation for the new operator is currently underway.
- A full residential snow removal cycle was completed in the last month.
- Work on the lagoon reclamation project is on-going.
- Staff are working on routine maintenance including vehicle maintenance and monitoring draining issues given the warmer weather.
- Permitted burn of brush piles (tree and branch debris from tree pruning or removal) took place at the lagoon site this month.



## Attachments

- Town Manager:
  - Action List
- Corporate Services Manager:
  - Variance Report
- Economic Development and Planning Officer:
  - Citation Report
  - Incident Report
  - Dandelion Renewables O&M Report





# Town Manager Action List

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**Date:** January 17<sup>th</sup>, 2023  
**Reporting Period:** January 18<sup>th</sup>, 2023 – February 17<sup>th</sup>, 2023  
**Submitted by:** Jodi Brown (Town Manager)

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## **ACTON ITEM LIST: OUTSTANDING OR IN PROGRESS**

Action Item	Status
Veteran's Memorial Park Committee Volunteer Appointments	February 21 <sup>st</sup> , 2023 RCM Agenda
Update to New Business Welcome Policy	In Progress
Citizens on Patrol Funding	COP funding to be returned; Administration contacted volunteer for an update;
Dark Sky Revitalization Plan	In Progress Waiting for input from the March 09 <sup>th</sup> Council Community Connections event
Town Manager to initiate negotiations with Sturgeon County (Arena Upgrades)	In Progress
Council Briefing Committee: Alternate Dates for February Meeting	February 21 <sup>st</sup> , 2023 RCM Agenda
Alberta Community Crime Prevention Association Membership Information	February 21 <sup>st</sup> , 2023 RCM Agenda
Community Survey Plan including OHV question	February 21 <sup>st</sup> , 2023 RCM Agenda
Alberta Capital Region Wastewater Commission	February 21 <sup>st</sup> , 2023 RCM Agenda

Administration to create a timeline for playground maintenance for a special meeting or workshop on the Town's Playgrounds in spring 2023.	Scheduled for April or May 2023
Communities in Bloom Project at the Cemetery	Location confirmed/installation next spring (install concrete base)
Repair or replacement of Town Christmas Tree	2023 Budget Deliberations
FCM Registration	In Progress

### **OTHER PROJECTS:**

- 2022 Annual Report
- Procedural Bylaw Update
- Municipal Development Plan Update
- New Fees and Charges Bylaw
- Arena Operational Policy
- New Winter Maintenance Policy
- Municipal Library Board Bylaw Update
- Continued policy and bylaw review (rescinding or updating old bylaws and policies)

### **ACTION ITEM LIST: COMPLETED**

- ✓ A new full time Public Works Operator has been hired.
- ✓ Council Community Connections event planned and advertised for March 09<sup>th</sup> from 6-8 pm in Council Chambers; Advertisement includes invitation to provide feedback on Dark Sky activities.
- ✓ Follow up letter to resident re snow removal complaint has been sent on behalf of Council and administration.
- ✓ Follow up letter to Hellinga Development has been sent.
- ✓ Notification letter sent to Marissa Bennett regarding utility bill decision and utility bill adjusted accordingly.
- ✓ Elisabeth Melvin (Sturgeon Victim Services) was contacted by administration regarding her response to Minister Ellis's response regarding the proposed new Victim Services Model; Her response has been forwarded to Council.
- ✓ A Town of Bon Accord golf shirt will be purchased with the March 1<sup>st</sup> branded apparel order and donated to the Yellow Ribbon Gala Dinner and Silent Auction event in support of the Military Family Resource Centre.
- ✓ The letter was signed by Mayor Holden on behalf of Bon Accord to Master Corporal Paul Shapka in thanks and appreciation for his years of military service and to offer congratulations on his retirement.
- ✓ The Town has notified the partnering municipalities of our intention to participate in an intermunicipal agreement at no cost to the Town.

- ✓ The email to the Sturgeon School Division was sent as directed and the response was forwarded to Council.
- ✓ 2023 Soccer Pitch and Ball Field Fees as set by Council, communicated to the Community League
- ✓ Capital Region Assessment Services Commission notified of appointment of board members.
- ✓ Alberta Municipalities Spring Leadership Caucus registrations completed as directed (Mayor Holden/in-person attendance/leadership caucus only; Deputy Mayor Bidney/in-person attendance/leadership caucus only; Councillor Laing; in-person attendance/leadership caucus only; Councillor Larson/in-person attendance/both Presidents Summit and leadership caucus)
- ✓ Elected Officials Education Program Course registration: All of Council registered for the Partnerships and Collaborations Course on March 20<sup>th</sup> at the Edmonton Convention Centre (full day course)

**Year-to-Date Variance Report (Unaudited)**  
for the year ending December 31, 2023  
Reporting period: up to February 13, 2023

DEPARTMENT	REVENUES			EXPENSES			NET	NET	NET	% Change
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Budget
General Municipal	28,156	37,231	- 9,075	13,653	115,430	- 101,777	14,503	- 78,198	92,701	119%
<b>TOTAL MUNICIPAL</b>	<b>\$ 28,156.00</b>	<b>\$ 37,231.38</b>	<b>-\$ 9,075.38</b>	<b>\$ 13,653.00</b>	<b>\$ 115,429.75</b>	<b>-\$ 101,776.75</b>	<b>\$ 14,503</b>	<b>-\$ 78,198</b>	<b>\$ 92,701</b>	<b>119%</b>
Election	-	-	-	-	2,000	- 2,000	-	(2,000)	2,000	100%
Council	-	-	-	7,844	14,683	- 6,839	(7,844)	(14,683)	6,839	47%
<b>TOTAL COUNCIL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,844</b>	<b>\$ 16,683</b>	<b>-\$ 8,839</b>	<b>-\$ 7,844</b>	<b>-\$ 16,683</b>	<b>\$ 8,839</b>	<b>53%</b>
Administration	807	639	168	51,238	67,598	- 16,360	(50,431)	(66,959)	16,528	25%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 807</b>	<b>\$ 639</b>	<b>\$ 168</b>	<b>\$ 51,238</b>	<b>\$ 67,598</b>	<b>-\$ 16,360</b>	<b>-\$ 50,431</b>	<b>-\$ 66,959</b>	<b>\$ 16,528</b>	<b>25%</b>
Fire Services	10,144	9,661	483	1,746	5,748	- 4,002	8,398	3,914	4,485	115%
Emergency Services	-	-	-	280	2,031	- 2,311	280	(2,031)	2,311	114%
Bylaw	680	5,637	- 4,957	10,912	16,256	- 5,344	(10,232)	(10,619)	387	4%
<b>TOTAL PROTECTIVE SERVICES</b>	<b>\$ 10,824</b>	<b>\$ 15,298</b>	<b>-\$ 4,474</b>	<b>\$ 12,378</b>	<b>\$ 24,034</b>	<b>-\$ 11,656</b>	<b>-\$ 1,554</b>	<b>-\$ 8,736</b>	<b>\$ 7,182</b>	<b>82%</b>
Municipal Planning	1,314	938	377	7,486	21,015	- 13,529	(6,172)	(20,078)	13,906	69%
Economic Development	-	5,850	- 5,850	11,705	13,755	- 2,050	(11,705)	(7,905)	(3,800)	48%
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>\$ 1,314</b>	<b>\$ 6,788</b>	<b>-\$ 5,474</b>	<b>\$ 19,191</b>	<b>\$ 34,770</b>	<b>-\$ 15,579</b>	<b>-\$ 17,877</b>	<b>-\$ 27,983</b>	<b>\$ 10,106</b>	<b>36%</b>
Public Works - Roads	-	8,800	- 8,800	38,798	54,390	- 15,592	(38,798)	(45,590)	6,792	15%
Storm Sewer & Drain	-	-	-	2,047	5,991	- 3,944	(2,047)	(5,991)	3,944	66%
Water	44,062	47,154	- 3,092	21,201	68,077	- 46,876	22,861	(20,924)	43,785	209%
Sewer	26,520	28,362	- 1,842	13,370	42,520	- 29,150	13,150	(14,158)	27,308	193%
Garbage	7,306	7,027	279	10,323	14,918	- 4,595	(3,017)	(7,891)	4,874	62%
Cemetery	1,100	1,000	100	839	1,323	- 484	261	(323)	584	181%
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 78,988</b>	<b>\$ 92,343</b>	<b>-\$ 13,355</b>	<b>\$ 86,578</b>	<b>\$ 187,219</b>	<b>-\$ 100,641</b>	<b>-\$ 7,590</b>	<b>-\$ 94,877</b>	<b>\$ 87,287</b>	<b>92%</b>
FCSS	11,195	11,570	- 375	6,950	11,688	- 4,738	4,245	(118)	4,363	3697%
<b>TOTAL FCSS</b>	<b>\$ 11,195</b>	<b>\$ 11,570</b>	<b>-\$ 375</b>	<b>\$ 6,950</b>	<b>\$ 11,688</b>	<b>-\$ 4,738</b>	<b>\$ 4,245</b>	<b>-\$ 118</b>	<b>\$ 4,363</b>	<b>3697%</b>
Parks	54,763	56,778	- 2,015	6,337	18,655	- 12,318	48,426	38,124	10,303	27%
Arena	145,374	105,458	39,917	36,931	46,540	- 9,609	108,443	58,918	49,525	84%
Recreation	180,444	174,783	5,661	9,402	28,035	- 18,633	171,042	146,748	24,294	17%
<b>TOTAL REC &amp; COMMUNITY SERVICE</b>	<b>\$ 380,581</b>	<b>\$ 337,018</b>	<b>\$ 43,563</b>	<b>\$ 52,670</b>	<b>\$ 93,229</b>	<b>-\$ 40,559</b>	<b>\$ 327,911</b>	<b>\$ 243,789</b>	<b>\$ 84,122</b>	<b>35%</b>
Library	-	-	-	23,401	57,361	- 33,960	(23,401)	(57,361)	33,960	59%
<b>TOTAL LIBRARY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,401</b>	<b>\$ 57,361</b>	<b>-\$ 33,960</b>	<b>-\$ 23,401</b>	<b>-\$ 57,361</b>	<b>\$ 33,960</b>	<b>59%</b>
<b>Total Excl. General Municipal</b>	<b>\$ 483,709</b>	<b>\$ 463,655</b>	<b>\$ 20,054</b>	<b>\$ 260,250</b>	<b>\$ 492,583</b>	<b>-\$ 232,333</b>	<b>\$ 223,459</b>	<b>-\$ 28,928</b>	<b>\$ 252,387</b>	<b>872%</b>
<b>Total Incl. General Municipal</b>	<b>\$ 511,865</b>	<b>\$ 500,887</b>	<b>\$ 10,978</b>	<b>\$ 273,903</b>	<b>\$ 608,013</b>	<b>-\$ 334,110</b>	<b>\$ 237,962</b>	<b>-\$ 107,126</b>	<b>\$ 345,088</b>	

Budget approved October 18, 2022 Regular Meeting of Council, Resolution 22-443

## Citation Printout Report by Violation

Total Citations of (BAC P4 S1.1 PERMIT AN ANIMAL TO BE AT LARGE): 1  
Total Mandatory Appearances: 0

Total Citations of (ROR S.12(1) DRIVE LEFT OF CENTRE LINE): 1  
Total Mandatory Appearances: 0

Total Citations of (ROR S.44(N) PARK WHERE PROHIB BY TRAFFIC CONTROL DEVICE): 1  
Total Mandatory Appearances: 0

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

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

Total Citations of (TSA S.120(2)(B) DRIVE OHV ON HWY W/O AUTHORIZATION): 1  
Total Mandatory Appearances: 0

---

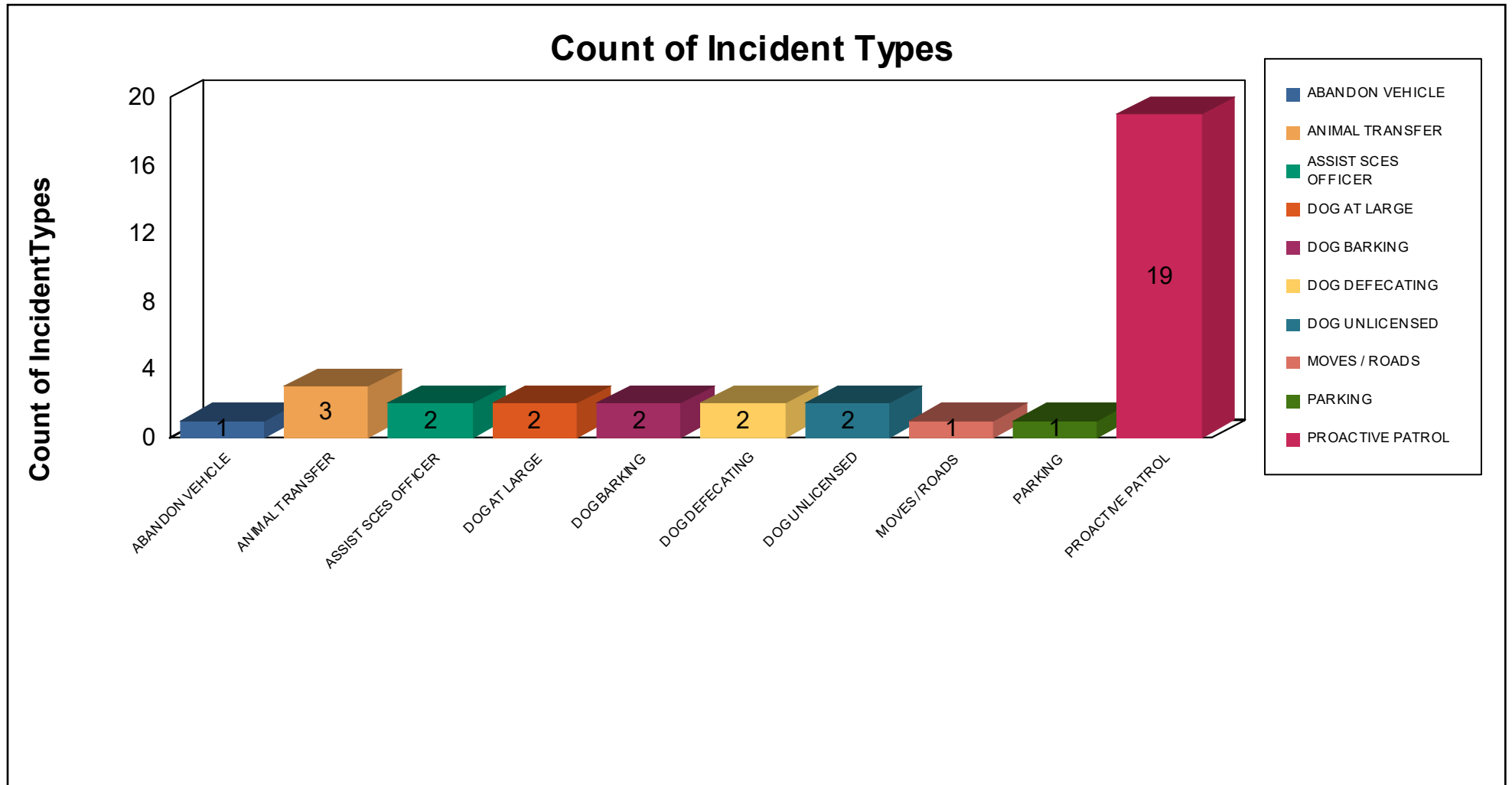
### Grand Total

Total Number of Citations Reported: **7**  
Total Fine Amounts Reported: **\$375.00**  
**Total Money Collected:**  
**Total Money Still Due: \$375.00**  
**Total Mandatory Appearances: 0**

## Sturgeon County

BON ACCORD INCIDENT COUNT JANUARY 2023 Statistics from Occurred Date: 1/1/2023 12:00:00AM to 1/31/2023 11:59:00PM

### Incident Report



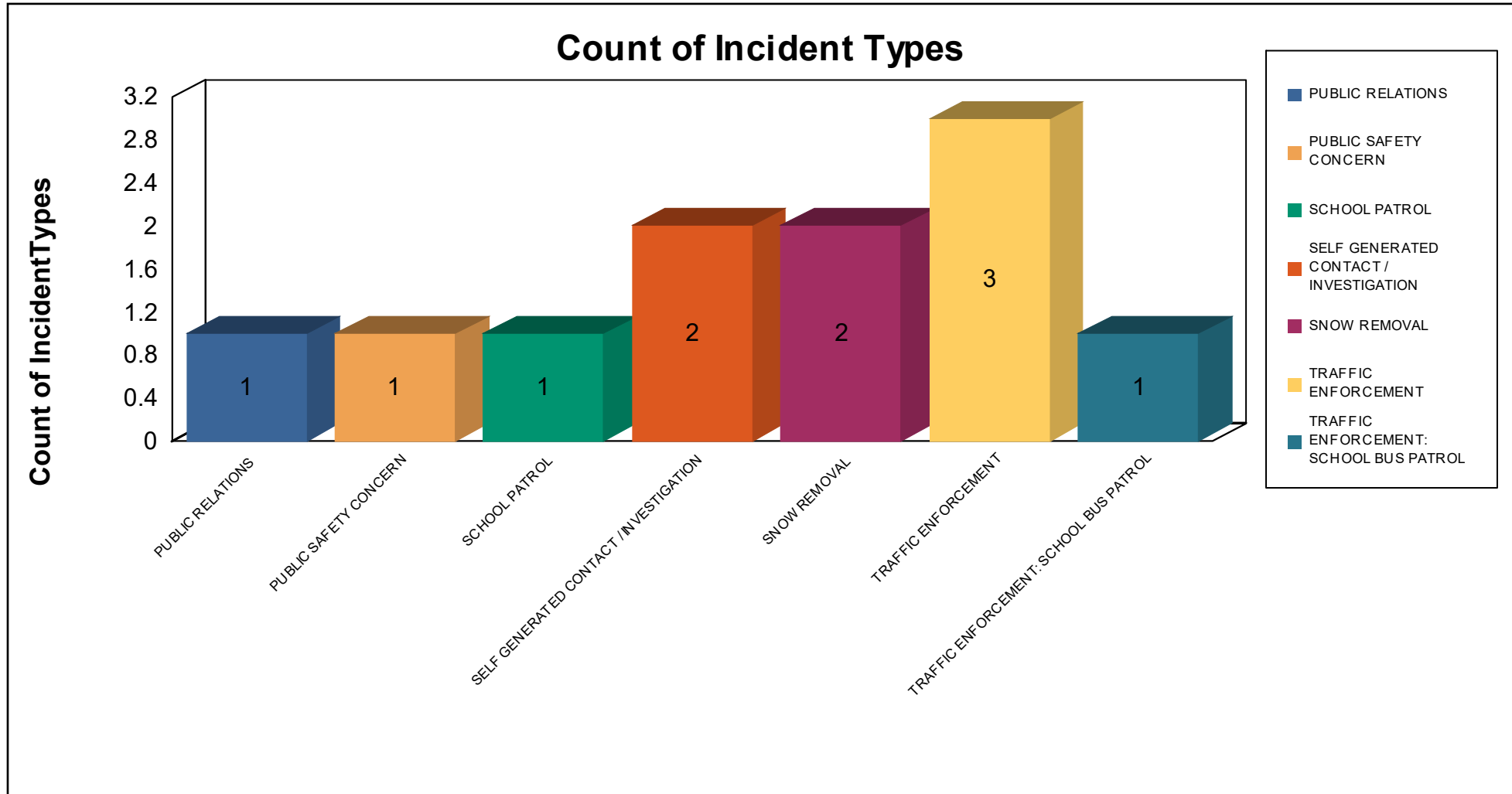
ABANDON VEHICLE: 1 2%

Incident Report

ANIMAL TRANSFER:	3	7%
ASSIST SCES OFFICER:	2	4%
DOG AT LARGE:	2	4%
DOG BARKING:	2	4%
DOG DEFECATING:	2	4%
DOG UNLICENSED:	2	4%
MOVES / ROADS:	1	2%
PARKING:	1	2%
PROACTIVE PATROL:	19	41%



Incident Report



PUBLIC RELATIONS: 1 2%

PUBLIC SAFETY CONCERN: 1 2%

SCHOOL PATROL: 1 2%

SELF GENERATED CONTACT / INVESTIGATION: 2 4%

**Incident Report**

**SNOW REMOVAL: 2 4%**

**TRAFFIC ENFORCEMENT: 3 7%**

**TRAFFIC ENFORCEMENT: SCHOOL BUS PATROL: 1 2%**

**Grand Total: 100.00% Total # of Incident Types Reported: 46**



## Operation and Maintenance Report

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

Nov 1, 2022

Prepared for:

Town of Bon Accord

Prepared by:

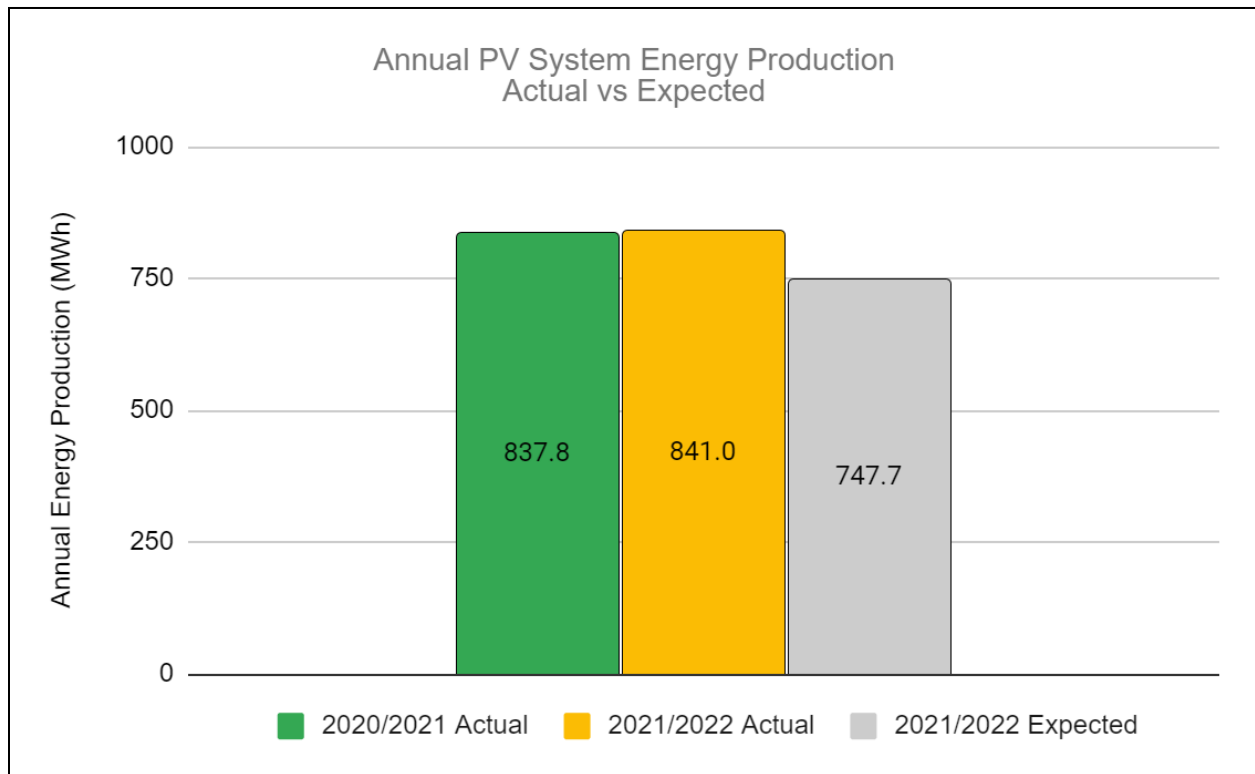
Steve Gladwin, P.Eng.  
Dandelion Renewables  
e.main operations@dandelionrenewables.com  
ph.main 780-566-3000

## 1. System Summary

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

## 2. Annual System Production

The following figure shows the annual “actual vs expected” solar energy (electricity) generated from the solar photovoltaic (PV) system over recent 12-month periods, Sep 2020 through Aug 2022.

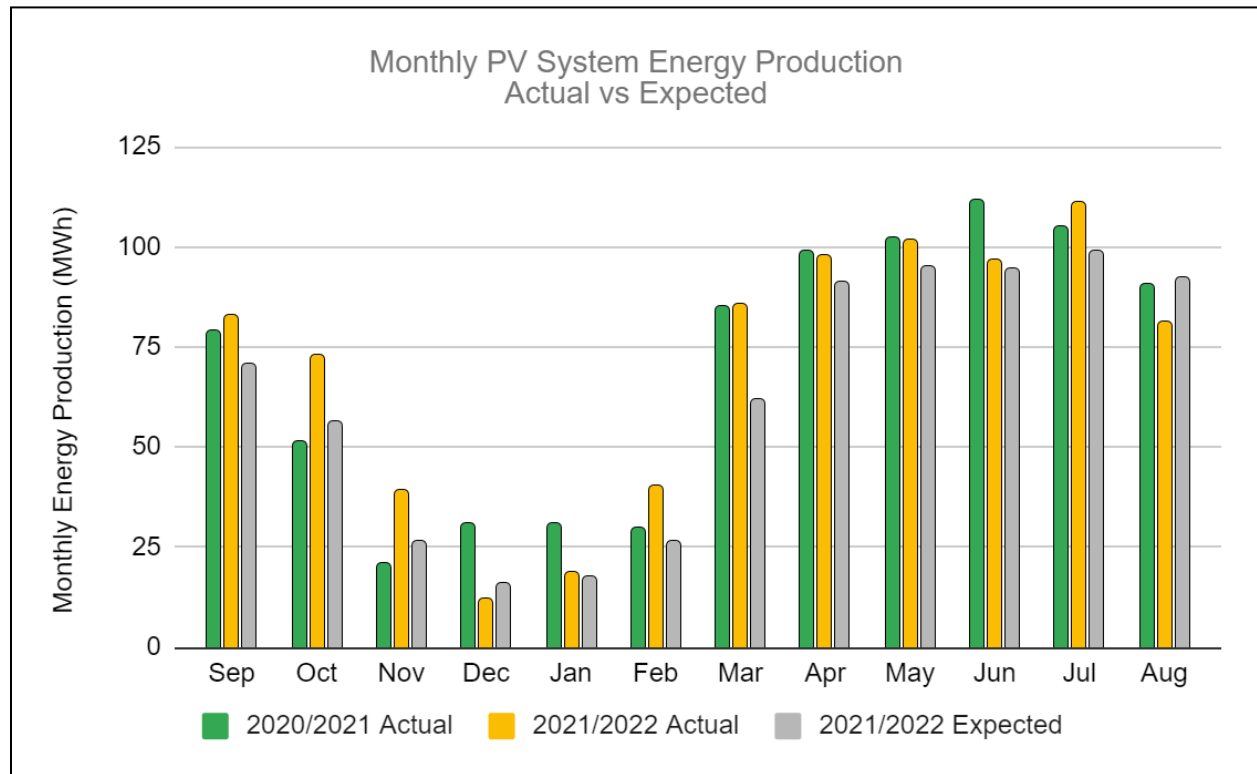


*Figure 1: Annual PV System Production – Actual vs Expected*

Overall, the system production has been outperforming the simulated (expected/typical) values. The system produced 12% more energy in 2021/2022 than the simulated production expectations.

### 3. Monthly system production

The following figure shows the monthly “actual vs expected” solar energy (electricity) generated from the solar PV system over the 12-month periods Sep 2020 through Aug 2022.



*Figure 2: Monthly PV System Production – Actual vs Expected*

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

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

## **4. Data Sources and Internet**

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

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

## **5. Maintenance, Service Work, and System Inspection**

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

One solar module on the northmost row of the array was found to be damaged, cracked apparently from a rock or other hard object. To ensure safety, the module was bypassed (disconnected) from the rest of the solar module string. There is an option to replace the broken module in the future, which can be arranged between Dandelion Renewables and the Town of Bon Accord.

**TOWN OF BON ACCORD  
REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	<b>ACCPA Membership Information</b>
<b>Agenda Item No.</b>	6.1

**BACKGROUND/PROPOSAL**

At the February 7, 2023, Regular Council Meeting

*COUNCILLOR MAY MOVED THAT Council decline attendance at the conference, AND FURTHER THAT Council direct administration to bring back more information regarding the benefits of having an ACCPA membership to the February 21, 2023, Regular Council Meeting. **CARRIED RESOLUTION 23-055***

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration reached out to the ACCPA asking them to provide the benefits of membership. Please see attached response from ACCPA president, Jean Bota. She included several supporting documents (double click the email attachments for access). This information has not been communicated prior to this inquiry.

The video resource referred to in the email is available free online (without a login) at <https://www.albertacrimeprevention.com/accpa-videos/>.

**STRATEGIC ALIGNMENT**

*Priority #5: Collaboration*

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

**COSTS/SOURCES OF FUNDING**

Annual budget

Annual ACCPA Membership Fee: \$125

**RECOMMENDED ACTION (by originator)**

**Resolution Option #1:**

THAT Council direct administration to renew the Town's membership with ACCPA for 2023.

**Resolution Option #2:**

THAT Council direct administration to...



**From:** [president@albertacrimeprevention.com](mailto:president@albertacrimeprevention.com)  
**To:** [Jessica Caines](#)  
**Subject:** Membership in ACCPA  
**Date:** February 9, 2023 2:23:17 PM  
**Attachments:** [2021-11 Rural Crime Prevention Project Overview.pdf](#)  
[Alberta Rural Crime Prevention Framework DRAFT.pdf](#)  
[CMNCP-2022-Practitioner-Guide-on-Community-Consultations-for-CP-and-CSWB-Plans-V133082.pdf](#)  
[CMNCP Topic Summary- Rural Crime Prevention.pdf](#)  
[MARCH2023 Building Safer Communities PART I Flyer.pdf](#)

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This message's attachments contains at least one web link. This is often used for phishing attempts. Please only interact with this attachment if you know its source and that the content is safe. If in doubt, confirm the legitimacy with the sender by phone.

Good afternoon Jessica,

Thank you for your email asking the benefits of having a membership with the ACCPA and here is a few reasons why membership in ACCPA is important:

ACCPA held a Visioning session in June 2020 at which time we re evaluated our mission statement and felt that Crime Prevention was a little too narrow for what was happening in the county, therefore we changed our mission statement " Bringing Citizens and agencies together to build safer communities and promote well being for all"

On our website we have revised our GOAL which outlines three points ( which you can access on our website <http://www.albertacrimeprevention.com>

### **Benefits and what your ACCPA Entitles you to:**

1. Become an ACCPA member and feel empowered and connected - we have three county councillors who sit on our 15 member board - these councillors all represent rural counties ( Northern Sunrise, Peace River and Athabasca ) in order to ensure we have a rural and many times a aboriginal and Métis Settlement perspective.
2. Learn more about emerging crime issues, which are effecting urban/rural/aboriginal and Métis Settlements - ACCPA along with three other associations - Reach Edmonton, Canadian Municipal Network for Crime Prevention, and Red Deer/Lacombe RCW just completed a three year project, financed by the GoA under the civil forfeiture grant to build capacity and the objective to work on a Community Safety and Well being plan for the five pilot sites which were part of the project.

All five pilot sites were chosen by K division based on certain criteria: crime severity, closeness to an urban centre, rural and remote communities, and bordering aboriginal and Métis Settlements **Please see the overview of the project and Rural Crime Prevention Framework ( first of its kind in CANADA and we're very proud of this document which is constantly changing and evolving)**

3. Get support and access to resources and tools for Community Safety and Well Being. Access to research and data in looking at Social Return on Investment ( SROI) in your community. Provide outreach between communities in a multisectoral approach

- Our association is a partner with Canadian Municipal Network for Crime Prevention which provides much of our research on issues effecting rural/urban/aboriginal and Métis Settlements.

- This includes webinars, both online and in person conferences ( some international ) training and workshop opportunities ( there has been three sessions of (3) weeks of Rural Crime Training ). Also included is topic summaries and Practice Briefs ( many of these dealing with Rural Crime) **Please see a sample of a topic summary, the Practitioner Guide, and information on Build Safer Communities Training Part 1 - March 2023 (**

**these documents all came out of the Building Capacity ACCPA was apart of )**

- assess to ACCPA YouTube and our broadcasts ( done thus far ) and these are on our website under YouTube channel

4. Discount on ACCPA Annual conference and also an opportunity to sit on our Fraud Prevention Committee ( consists of over 20+ members from around the province) which is part of our mandate with our funder.

5. This past year we also signed a Memorandum of Understanding with RCMP "K" DIVISION as they build their Community Safety and Well Being branch ( launch was in September 2022 and is the only one in Canada ) Police are looking at things different as the police work along side agencies in addressing the social harms in communities.

With your membership you are also part of a community of crime prevention/community Safety and Well Being Practitioners and we hope to see some of your council at the 2023 ACCPA conference which is being held at the Delta Hotel south in Edmonton.

Jessica if you have any further questions please reach out to myself and I can also do a Zoom presentation to your council and answer any questions they may have.

Jean Bota

President

Alberta Community Crime Prevention Association

[www.albertacrimeprevention.com](http://www.albertacrimeprevention.com)



**TOWN OF BON ACCORD**  
**REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	<b>Community Life Survey</b>
<b>Agenda Item No.</b>	6.2

**BACKGROUND/PROPOSAL**

During the 2022 Council Workshop held on December 12<sup>th</sup>, 2022, administration brought forward the suggestion to consider conducting a community survey to provide the opportunity for resident input on a variety of topics relevant to the 2<sup>nd</sup> year of the Strategic Plan.

During the Council Briefing Committee meeting held on January 25<sup>th</sup>, 2023, Council reviewed purposed community survey questions.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

As per the Public Participation Policy (#18 – 171) the Town Manager shall develop public participation plans for Council approval.

The public participation plan for the proposed survey is shown below and the proposed survey is enclosed.

**Title and Purpose: Community Life Survey**

- The community of Whistler, BC conducts resident surveys entitled “Community Life Surveys”. This name reflects the purpose of the survey which is to invite feedback on current goals and objectives in 2023. Also, please reference the introduction to the enclosed proposed survey.

**Distribution:**

- Online, hard copies provided at the Town Office, Library and Jewel Box.

**Timeline:**

- March 15<sup>th</sup> – April 15<sup>th</sup>, 2023 (This will follow the Council Community Connections event scheduled for March 09<sup>th</sup> with a focus on the Dark Sky Revitalization Plan).

## **STRATEGIC ALIGNMENT**

### *Value Statement: Transparency*

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

### *Value Statement: Collaboration*

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

### *Value Statement: Service Excellence*

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

## **COSTS/SOURCES OF FUNDING**

N/A

## **RECOMMENDED ACTION (by originator)**

Choose one of the following options:

### **Resolution Option #1**

THAT Council direct administration to proceed with the Community Life Survey Public Participation Plan as presented.

### **Resolution Option #2**

THAT Council direct administration to proceed with the Community Life Survey Public Participation Plan as amended including (list amendments)...

### **Resolution Option #3**

That Council direct administration to....

## Community Life Survey:

The Community Life Survey is an important component of the Town of Bon Accord's public engagement strategy. This survey is designed to inform decision making and project planning.

The survey allows you to provide your input to help Council and administration determine community priorities, trends and concerns, as well as receive and action feedback on municipal plans and services.

Your feedback is important to help identify future key community needs. Please contact the Town Office at 780-921-3550 should you have any questions regarding the survey.

Thank-you for taking the time to complete this survey.

Survey results will be published on the Town website following the close of the survey on \_\_\_\_\_.

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### A. Quality of Life

**1. What makes Bon Accord a good place to live? Check all that apply:**

- ☐ Small town atmosphere
- ☐ Friendly and welcoming
- ☐ Close to amenities
- ☐ Environmental initiatives (Dark Sky, solar farm)
- ☐ Local schools
- ☐ Other: \_\_\_\_\_

**2. What do you think would improve quality of life in our community:**

New recreational amenities such as

- ☐ New playground in Springbrook area to replace existing playground.
- ☐ New skateboard equipment including a concrete bowl.
- ☐ Other: \_\_\_\_\_

**3. The Town currently has a contract with Sturgeon County Bylaw Services for 7 hours per week of bylaw enforcement. Which of the following areas should be prioritized:**

- ☐ Snow Removal on sidewalks
- ☐ Abandoned vehicles.
- ☐ Unsightly premises
- ☐ RV units stored in yards during the winter months.
- ☐ Other: \_\_\_\_\_

**4. Should OHVs be allowed to ride in and out of our community?**

**5. Events related questions:**

**a. Which community events are important to you (check all that apply):**

- ☐ Family Day
- ☐ Volunteer Appreciation

- Seniors Week
- Canada Day
- Harvest Days
- Meet the Community Night
- Halloween Howl
- Winter Wonderland

**b. What kind of community events would you like to see more of in Bon Accord (check all that apply):**

- Music centred events
- Outdoor events in parks
- Street Festivals
- Other: \_\_\_\_\_

**c. Are there any obstacles or barriers that prevent you and/or your family from attending events (check all that apply):**

- Location
- Time of day
- Day of the week
- Accessibility
- Other: \_\_\_\_\_

**TOWN OF BON ACCORD**  
**REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21 <sup>st</sup> , 2023
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	<b>Council Briefing: February 2023</b>
<b>Agenda Item No.</b>	6.3

**BACKGROUND/PROPOSAL**

Schedule A of the Town of Bon Accord Procedural Bylaw covers procedures relative to the Council Briefing Committee Meetings.

As per Schedule A, these meetings are “Subject to the control of the Council of the Town of Bon Accord, the mandate of the Council Briefing Committee is to provide a forum for the CAO:

- 1.1.1 to brief Councillors on specific topics
- 1.1.2 to provide a context for documents they have or will be receiving
- 1.1.3 to respond to detailed questions of clarification of material presented

Additionally, as per Schedule A of the Procedural Bylaw, meetings of the Council Briefing Committee are public meetings and therefore shall be governed and advertised accordingly (including a public agenda package).

During the February 07<sup>th</sup>, 2023 Regular Meeting of Council, administration was directed to bring back alternative dates for this meeting. The original dates proposed that did not work for Council are noted below.

- February 22<sup>nd</sup>                      5 – 7 pm
- March 01<sup>st</sup>                         5 -7 pm

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration would like to provide an information briefing for Council on the following documents and topics:

- Procedural Bylaw Amendments
- New Business Welcome Policy
- Arena Operating Policy

New Proposed Dates (Time: 5 – 7 pm)

- Monday, February 27<sup>th</sup>
- Tuesday, February 28<sup>th</sup>
- Thursday, March 02<sup>nd</sup>

The time may be changed to suit schedules as needed.

**Alternative:**

Council may also choose to cancel the February Council Briefing Committee Meeting and move the agenda items forward to the March Council Briefing Committee Meeting (tentatively scheduled for March 22<sup>nd</sup> from 5 – 7 pm).

**STRATEGIC ALIGNMENT**

*Value Statement: Transparency*

- Open and accountable to our residents and encourage open communications

*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)**

Choose one of the following options:

1. That Council direct Administration to proceed with planning and advertising the Council Briefing Committee Meeting on \_\_\_\_\_ (date) from \_\_\_\_\_ time.
2. That Council direct Administration to...



**TOWN OF BON ACCORD**  
**REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	<b>Notice of Motion: Grant Writer</b>
<b>Agenda Item No.</b>	7.1

**BACKGROUND/PROPOSAL**

Mayor Holden brought forward a Notice of Motion at the February 7, 2023, Regular Meeting of Council regarding a Grant Writer.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Mayor Holden's Notice of Motion is enclosed.

**STRATEGIC ALIGNMENT**

N/A

**COSTS/SOURCES OF FUNDING**

N/A

**RECOMMENDED ACTION (by originator)**

That Council direct administration to....

## NOTICE OF MOTION

I, Mayor Brian Holden, propose a notice of motion to request Administration to research the cost to hire a temporary grant writer and researcher.

This Notice of Motion is being brought forward to create some discussion and to direct Administration to research costs for temporary help. The benefits of having a grant writer and researcher could far outweigh the cost. It was only after my meeting with MP Dane Lloyd that I realized there are probably many grant opportunities that we are unaware of and should be going after.

Thank You

Mayor Holden

**TOWN OF BON ACCORD  
REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	<b>Appointment of Library Board Trustees and Financial Reviewer</b>
<b>Agenda Item No.</b>	7.2

**BACKGROUND/PROPOSAL**

On February 14, 2023, administration received two letters (attached) from the Bon Accord Public Library Board.

One letter is requesting Council's approval for Carol Mackay and Sarah Redden to be appointed to serve as a Library Board Trustee, the other is requesting Council's approval for Beverly Lehtonen to be appointed as the Financial Reviewer for the Bon Accord Public Library Board's 2022 accounts.

Members of the library board are appointed in accordance with the Municipal Library Bylaw 2003-04 (attached).

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Council may appoint the individuals indicated or recommend that the Bon Accord Public Library Board select alternates for each position.

**STRATEGIC ALIGNMENT (REFERENCE STRATEGIC PLAN)**

*Priority 5: Collaboration*

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

**COSTS/SOURCES OF FUNDING**

N/A

## **RECOMMENDED ACTION (BY ORIGINATOR)**

### Resolution #1:

THAT Council approve Carol Mackay and Sarah Redden to serve as Library Board Trustees on the Bon Accord Public Library Board.

### Resolution #2:

THAT Council approve Beverly Lehtonen as the Financial Reviewer for the Bon Accord Public Library Board's 2022 accounts.



Box 749  
Bon Accord, AB T0A 0K0  
Phone: 780-921-2540  
Fax: 780-921-2580  
Web: [www.bonaccordlibrary.ab.ca](http://www.bonaccordlibrary.ab.ca)

February 13, 2023

Town of Bon Accord  
Mayor and Council  
Box 779  
Bon Accord, AB  
T0A 0K0

Dear Mayor Holden and Councillors,

We are writing to request your approval for our Financial Reviewer of the 2022 Library Board accounts.

Beverly Lehtonen is a resident of Bon Accord and has moderate work experience in bookkeeping/accounting. She reviewed our accounts last year and has agreed to review the accounts of the Bon Accord Public Library for us again this year.

Thank you for your consideration on this matter. If you require further information, please contact our Board Chairperson, Brenda Gosbjorn at 780-218-1037.

Kindest Regards,

Brenda Gosbjorn,  
Chairperson  
On behalf of the entire Town of Bon Accord Library Board



Box 749  
Bon Accord, AB T0A 0K0  
Phone: 780-921-2540  
Fax: 780-921-2580  
Web: [www.bonaccordlibrary.ab.ca](http://www.bonaccordlibrary.ab.ca)

February 14, 2023

Town of Bon Accord  
Mayor and Council  
Box 779  
Bon Accord, AB  
T0A 0K0

Dear Mayor Holden and Councilors,

We are writing to first inform you that Carol Mackay's third term on the board expired in October of 2022. After taking a break for a few months she would like to return to the board, so we are requesting that she be appointed as a trustee for a new term.

Also, Sarah Redden has expressed interest in joining our board. She is currently the treasurer of the Friends of the Library and has been an incredible asset to our group. I feel she would be a great addition to our board and am requesting that she be appointed for a term of three years.

Thank you for your consideration on these matters. If you require further information, please contact our Board Chairperson, Brenda Gosbjorn at 780-218-1037.

Kindest Regards,

Brenda Gosbjorn,  
Chairperson  
On behalf of the entire Town of Bon Accord Library Board

TOWN OF BON ACCORD  
BYLAW 2003-04  
MUNICIPAL LIBRARY BYLAW

---

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF A MUNICIPAL LIBRARY.

---

**Whereas** pursuant to authority vested under the Municipal Government Act, Chapter M-26 (2000), with Amendments, and the Alberta Libraries Act (2000) and its' Regulations and Amendments. Council may pass bylaws for the establishment of a Municipal Library Board;

**And Whereas** the Libraries Act governs the provision of library services within a municipality;

Bon Accord Town Council enacts:

**PART I – PURPOSE, DEFINITIONS AND INTERPRETATION**

**PURPOSE:**

1. The purpose of this bylaw is to continue the Bon Accord Public Library Board to oversee the public library system within the Town of Bon Accord, in accordance with the provisions of the Libraries Act.

**DEFINITIONS:**

2. In this bylaw, unless the context otherwise requires:
  - a. **"Act"** means the Libraries Act (2000) and its' Regulations and Amendments;
  - b. **"Board"** means the Bon Accord Public Library Board established by Council and continued under this bylaw;
  - c. **"CAO"** means the Chief Administrative Officer of the Town of Bon Accord;
  - d. **"Council"** means the municipal council of the Town of Bon Accord;
  - e. **"Family Member"** means a person's spouse, the person's children, the parents of the person and the parents of the person's spouse;
  - f. **"Member"** means a member of the Board;
  - g. **"Spouse"**

**TOWN OF BON ACCORD  
BYLAW 2003-04  
MUNICIPAL LIBRARY BYLAW**

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- i. includes a party to a relationship between two people who are living together on a bona fide domestic basis, and
- ii. does not include a spouse who is living apart from the other spouse if the spouses have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.

**RULES FOR INTERPRETATION:**

- 3. The marginal notes and headings in this bylaw are for reference purposes only.

**PART II – ESTABLISHMENT AND DUTIES**

**ESTABLISHMENT:**

- 4. The Library Board, to be known as "The Bon Accord Public Library Board", is hereby continued as the municipal library board for the Town of Bon Accord.

**DUTIES:**

- 5. The Board will perform all duties and exercise all powers imposed upon it by the Act.

**PART III – STRUCTURE AND PROCEDURES**

**STRUCTURE:**

- 6.
  - a. The Board will consist of not more than ten (10) Members appointed in accordance with the Act.
  - b. Two Members of the Board may be members of Council.
  - c. The Town Council will co-ordinate the selection of Board Members.
  - d. A person who is an employee of the Library or whose Family Member is an employee of the Library shall not be eligible to be a Member of the Board.
  - e. The Members will be appointed by resolution of Council for a term of up to three years, to a maximum of three consecutive terms of office.



**TOWN OF BON ACCORD  
BYLAW 2003-04  
MUNICIPAL LIBRARY BYLAW**

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- f. Any vacancy arising from any cause will be filled by Council as soon as reasonably possible for Council to do so.
- g. Notwithstanding this section, the term of office of a Board Member continues until:
  - i. a Member is appointed in his/her place;
  - ii. a resignation is received; or
  - iii. a Member is removed by Council.

whichever occurs first.

**PROCEDURES:**

- 7.
  - a. The Board will follow the procedures in Part 1 and Part 5 of the act and may establish such other procedures as authorized by law.
  - b. The Board will report to Town Council through Council appointed Board Member. The Board shall provide Council with copies of current monthly financial reports, minutes, resolutions, bylaws and policies approved by the Library Board. Council may disallow, but may not change the bylaws.

**PART IV – BUDGET AND ACCOUNTS**

**BUDGET:**

- 8. The Board will annually submit a budget to the CAO in accordance with the provisions of the Act.

**AUDITOR:**

- 9.
  - a. The Board will retain an Auditor to conduct an audit of the Board's accounts in accordance with the Act.
  - b. The Auditor retained by the Board must be independent and follow generally accepted auditing practices.
  - c. The Council will approve the Auditor for the Board.

TOWN OF BON ACCORD  
BYLAW 2003-04  
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- d. The Board will have the audit submitted to the CAO immediately after its completion.

**PART V – GENERAL**

**NUMBER AND GENDER REFERENCES:**

10. All references in this bylaw will be read with such changes in number and gender as may be appropriate according to whether the reference is to a male or female person, or a corporation or partnership.

**REPEALS:**

11. Bylaw 2003-03 is repealed.

READ a FIRST time this 9<sup>th</sup> day of September, 2003.

*for* *ad MacKay J* *Deputy Mayor*  
Dave Latta, Mayor

*[Signature]*  
Linda Zacharias, CAO

READ a SECOND time this 9<sup>th</sup> day of September, 2003.

*for* *ad MacKay J* *DEPUTY MAYOR*  
Dave Latta, Mayor

*[Signature]*  
Linda Zacharias, CAO

READ a THIRD time and FINALLY PASSED this 9<sup>th</sup> day of September, 2003

*for* *ad MacKay J* *DEPUTY MAYOR*  
Dave Latta, Mayor

*[Signature]*  
Linda Zacharias, CAO

**TOWN OF BON ACCORD**  
**REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	<b>Procedural Bylaw: Expert Review</b>
<b>Agenda Item No.</b>	7.3

**BACKGROUND/PROPOSAL**

During the January 25<sup>th</sup>, 2023, Council Briefing Committee Meeting, administration recommended that Council consider having a certified parliamentarian review the proposed Procedural Bylaw draft and further that administration would investigate costs and bring that information back to Council.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration has received quotes for the Procedural Bylaw review by a certified parliamentarian. The cost for the Procedural Bylaw review is \$375 - \$625 depending on the time needed. The parliamentarian may also be able to provide procedural reference guides for members of Council at an additional cost of \$500 to \$700 depending on the number of areas to be addressed in the reference guides.

The above costs were not included in the 2023 budget.

The lawyer providing the legal review may also be able to assess the procedures in the draft (for example, voting, motions, and notice of motion requirements) to align with proper process and/or Robert's Rules. The cost for the legal review was included in the 2023 budget.

**Recommendation:**

Therefore, administration recommends proceeding with the legal review first and if verification from a parliamentarian is required following the legal review, Council may then consider proceeding with the additional expert feedback on the draft Procedural Bylaw.

**STRATEGIC ALIGNMENT**

*Value Statement: Professionalism*

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

*Value Statement: Stewardship*

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

**COSTS/SOURCES OF FUNDING**

The 2023 budget includes \$2000 for the legal review of the draft Procedural Bylaw.

**RECOMMENDED ACTION (by originator)**

**Choose one of the following options:**

**Resolution Option #1**

1. THAT Council direct administration to proceed with the legal review of the draft Procedural Bylaw and decline the parliamentary review at this time.

**Resolution Option #2**

2. That Council direct administration to....

**TOWN OF BON ACCORD**  
**REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Lila Quinn, Community Services Manager
<b>Title:</b>	<b>Veterans' Memorial Park Committee Appointments</b>
<b>Agenda Item No.</b>	7.4

**BACKGROUND/PROPOSAL**

The Veterans' Memorial Park Committee Bylaw 2022–18 (enclosed) was enacted on January 17, 2023. Please reference Section 4 Membership and Section 5 Terms of Office.

As per this bylaw, membership shall include up to (7) members from the community at large.

**New Committee Member Applications:**

The following six individuals have expressed interest in appointment to the Veterans' Memorial Park Committee: Tammy Burrows, Ann Latta, Dave Latta, Brian Phelan, Barry Sturrock and Patrick Tighe.

These volunteers were members of the former Bon Accord and District Veterans' Memorial Park Society that created the Veteran's Memorial Park. Therefore, we look forward to having their input as members of the Veterans' Memorial Park Committee.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

As noted above, the Veterans' Memorial Park Committee has seven vacancies. The appointment of the volunteers noted above, will fill 6 of the vacant positions. Therefore, the committee will be almost at full capacity with only one Committee member position vacant. This is a very positive achievement in seeking community input and participation.

**STRATEGIC ALIGNMENT**

***Priority 5: Collaboration***

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

**COSTS/SOURCES OF FUNDING**

Members of the Veterans' Memorial Park Committee are volunteers. Therefore, there are no financial impacts to this decision.

## **RECOMMENDED ACTION (by originator)**

### **Resolution #1**

That Council appoint Tammy Burrows to the Veterans' Memorial Park Committee for a two-year term ending February 21, 2025.

### **Resolution #2**

That Council appoint Ann Latta to the Veterans' Memorial Park Committee for a two-year term ending February 21, 2025.

### **Resolution #3**

That Council appoint Dave Latta to the Veterans' Memorial Park Committee for a two-year term ending February 21, 2025.

### **Resolution #4**

That Council appoint Brian Phelan to the Veterans' Memorial Park Committee for a two-year term ending February 21, 2025.

### **Resolution #5**

That Council appoint Barry Sturrock to the Veterans' Memorial Park Committee for a two-year term ending February 21, 2025.

### **Resolution #6**

That Council appoint Patrick Tieghe to the Veterans' Memorial Park Committee for a two-year term ending February 21, 2025.

**TOWN OF BON ACCORD**  
**BYLAW 2022-18**  
**VETERANS' MEMORIAL PARK COMMITTEE BYLAW**

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**A BYLAW OF THE TOWN OF BON ACCORD IN THE PROVINCE OF ALBERTA TO ESTABLISH THE VETERANS' MEMORIAL PARK COMMITTEE AND TO SET FORTH THE DUTIES AND RESPONSIBILITIES THEREOF.**

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

AND WHEREAS, the Veterans' Memorial Park is permanent infrastructure with important history and significant meaning and value for the community;

AND WHEREAS, Council has deemed it desirable to provide for a committee to oversee the Veterans' Memorial Park;

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

**1. TITLE**

This bylaw will be cited as the Veterans' Memorial Park Committee Bylaw of the Town of Bon Accord.

**2. DEFINITIONS**

- a) **"Committee"** shall mean the Veterans' Memorial Park Committee.
- b) **"Committee Members"** shall mean members of the Committee appointed by Council.
- c) **"Town Manager"** shall mean the Chief Administrative Officer of the Town of Bon Accord.
- d) **"Council"** shall mean the Council of the Town of Bon Accord.
- e) **"Manager"** shall mean the Community Services Manager.
- f) **"Municipality"** shall mean the Town of Bon Accord.
- g) **"Veterans' Memorial Park"** shall mean the area of land located at 5103 to 5111 50<sup>th</sup> Street, Block 9, Plan 5261 BA, owned by the Town of Bon Accord.

**3. PURPOSE**

The Committee shall act in an advisory role subject to the general policies of the Town, for all matters pertaining to Veterans' Memorial Park.

**TOWN OF BON ACCORD  
BYLAW 2022-18  
VETERANS' MEMORIAL PARK COMMITTEE BYLAW**

**4. MEMBERSHIP**

4.1 The Committee shall consist of up to nine (9) members to be appointed by resolution of Council.

4.2 Membership shall include:

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

4.2.2 Up to seven (7) members from the community at large.

4.3 The Manager shall attend all Committee meetings and shall act in an advisory capacity to the Committee without voting privilege.

4.4 Committee Members shall not be an employee of the Town of Bon Accord.

**5. TERMS OF OFFICE**

5.1 Council member appointments shall be determined by the Council at their annual organizational meeting.

5.2 The term of office of the remaining community appointments to the Committee shall be for a period of two (2) years in length. The term of any community member appointed to the Committee shall not exceed three (3) consecutive, two-year terms, unless approved by Council.

5.3 In the event of a vacancy occurring prior to the completion of the appointed term, the person appointed to fill the vacancy shall hold office for the remainder of the term for the position in which the vacancy has arisen. Completion of the unexpired term shall not be considered a full-term appointment.

5.4 Membership shall be subject to annual review by Council.

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

**6. RESIGNATIONS AND TERMINATIONS**

6.1 Any Committee Member may resign from the Committee at any time upon sending written notice to Council.

6.2 Council may request the resignation of any Committee Member at any time prior to the expiry of the member's term of office.



**TOWN OF BON ACCORD**  
**BYLAW 2022-18**  
**VETERANS' MEMORIAL PARK COMMITTEE BYLAW**

**7. OFFICERS**

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

**8. MEETINGS**

- 8.1 The Committee shall hold one (1) regular meeting a year, the time and place of such meeting to be determined by the Committee.
- 8.2 Any special meeting may be called by the Chairperson, or at the request of five (5) Committee Members, on 48 hours notice. Such notices will be distributed by email to all Committee Members and followed up by phone call, if no response is received within 24 hours.
- 8.3 A quorum of the Committee shall be a simple majority of Committee Members.
- 8.4 Regular Committee meetings shall be open to the public.
- 8.5 All Committee Members including the Chairperson shall vote on all motions before the Committee and in the event of a tie, the motion shall be lost.
- 8.6 Committee Members having a direct pecuniary interest in any item under discussion by the Committee are exempt from clause 8.5, and must declare pecuniary interest and shall abstain from all discussion and voting on any resolution relating to that item.
- 8.7 Minutes shall be taken of all meetings by the Manager or a designate. A copy of such minutes shall be signed by the Chairperson and the Manager or designate and shall be filed at the Town Office.
- 8.8 The Committee shall establish such rules and regulations as its members may agree upon as are necessary to govern the conduct of the Committee meetings, providing such rules or regulations are not inconsistent with powers herein conferred or in the Alberta Municipal Government Act. Copies of all such rules and regulations shall be filed with the Manager at the Town Office.
- 8.9 All correspondence and records of the Committee shall be filed in the Town Office.

**9. ACCOUNTABILITY**

- 9.1 The Committee's actions shall be accountable to Council.

**TOWN OF BON ACCORD  
BYLAW 2022-18  
VETERANS' MEMORIAL PARK COMMITTEE BYLAW**

**9.2** The Manager shall be accountable to the Town Manager for the effective administration and implementation of all aspects of the budget approved by Council for the Veterans' Memorial Park.

**9.3** One (1) Council representative on the Committee, as designated by Council, shall be accountable to Council for liaison between the Committee and Council. The Council representative shall report to Council following each Committee meeting at the next Regular Meeting of Council.

**10. POWERS AND DUTIES**

**10.1** The Committee shall make recommendations regarding Veteran' Memorial Park that serve the needs of the community.

**10.2** The Committee shall encourage project briefs pertaining to the Veterans' Memorial Park from the Manager or other responsible individuals and groups.

**11. BUDGETS AND FINANCE**

**11.1** Funds for the Veterans Memorial Park are kept in a designated reserve fund, in which all expenditures and revenues shall be accounted for by Town administrative procedures.

**11.2** All financial decisions, including budget, shall remain solely at the discretion of Council.

**12. LIMITATIONS OF POWER**

**12.1** Neither the Committee nor any member thereof shall have the power to pledge the credit of the Town in connection with any matter whatsoever, nor shall the Committee nor any Committee Member have any power to authorize any expenditure to be charged against the Town.

**12.2** No Committee Member shall institute any program unless the program is approved by the Committee.

**12.3** Except when appointed to communicate a decision of the Committee, no Committee Member shall issue or report to issue any order, direction, or instruction to any member of Town staff.

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

**13. SEVERABILITY**

It is the intention of the Town Council that each separate provision of this Bylaw shall be deemed independent of all other provisions, and it is further the intention of Town Council that if any provision of this Bylaw be declared invalid, that

**TOWN OF BON ACCORD**  
**BYLAW 2022-18**  
**VETERANS' MEMORIAL PARK COMMITTEE BYLAW**

provision shall be deemed to be severed and all other provisions of the Bylaw shall remain in force and effect.

**14. COMING INTO FORCE**

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

READ A FIRST TIME THIS 6<sup>th</sup> day of December 2022.

READ A SECOND TIME THIS 20<sup>th</sup> day of December 2022.

READ A THIRD TIME THIS 20<sup>th</sup> day of December 2022.

SIGNED AND PASSED THIS 17 day of JANUARY, 2022.

  
\_\_\_\_\_  
Mayor Brian Holden

  
\_\_\_\_\_  
Chief Administrative Officer Jodi Brown

**TOWN OF BON ACCORD**  
**REQUEST FOR DECISION**

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	February 21, 2023
<b>Presented by:</b>	Falon Fayant, Corporate Services Manager
<b>Title:</b>	<b>Amend Policy #22-476 Appendix 33 &amp; Policy #05-315</b>
<b>Agenda Item No.</b>	8.1

**BACKGROUND/PROPOSAL**

The approved 2023 budget uses the 2022 Canada Revenue Agency (CRA) mileage reimbursement rate of \$0.61/km for travel and subsistence for both Council and administration. A survey of surrounding communities determined that their mileage reimbursement policies use the CRA rate as well. For 2023, CRA has increased their mileage rate to \$0.68/km for the first 5,000 km driven and then \$0.62/km for all kilometers driven after that.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

To date, the Provincial government standard mileage reimbursement rate of \$0.505 has been used for both Council and administration use of personal vehicles to travel for Town related business. In order to be more comparative to surrounding communities as well as to take into consideration the rising cost of inflation, administration is recommending that mileage reimbursement be increased to \$0.61/km as per the Town's 2023 budget.

To adopt this recommendation, Appendix 33 – Expense Form of Policy 22-476 Employment Policy requires updating to reflect the rate of \$0.61/km as attached, and Policy 05-315 Council Remuneration requires amendment for statement number 11 to reflect the updated rate of \$0.61/km as attached.

**STRATEGIC ALIGNMENT**

*Values Statement: Stewardship*

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

*Values Statement: Service Excellence*

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

**COSTS/SOURCES OF FUNDING**

2023 Budget

## **RECOMMENDED ACTION (by originator)**

### **Resolution #1:**

THAT ... Council amends Appendix 33 as presented of Policy 22-476 Employment Policy to reflect the updated mileage reimbursement rate of \$0.61/km.

### **Resolution #2:**

THAT ... Council amends Policy 05-315 Council Remuneration as presented to reflect the updated mileage reimbursement rate of \$0.61/km.



**DRAFT  
EXPENSE FORM**

**NAME:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_ **DATE:** \_\_\_\_\_

**Reimbursable Expenses (attach receipts) :**

DATE	DESCRIPTION & GL	NET	GST	GROSS
<i>include participants where applicable</i>		<b>TOTAL</b>	\$ -	\$ -

Breakfast \$15 Lunch \$20 Dinner \$25

**Meals - Reimbursable without Receipt:**

DATE	DESCRIPTION & GL	NET	GST	GROSS
<i>include participants where applicable</i>		<b>TOTAL</b>	\$ -	\$ -

**Mileage (complete attached Detailed Travel Record):**

TOTAL KMs
-
<b>TOTAL</b>

NET	GST	GROSS
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

**Mileage is reimbursed:** 0.61 per km

APPROVAL:

[illegible]

APPROVAL:

**COUNCIL REMUNERATION**

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**SECTION:** Council

**DEPARTMENT:** Administration / Finance

**COUNCIL APPROVAL DATE:** December 6, 2005

**LAST REVIEWED BY COUNCIL:** December 20, 2022

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**PURPOSE AND INTENT**

The purpose of this policy is to establish the remuneration to be paid to elected officials.

**POLICY STATEMENT**

Council shall receive remuneration and re-imbursement for expenses incurred while acting in an official capacity as an elected official for the Town of Bon Accord.

Members of Council shall receive compensation for their roles as elected officials via honorarium, per diem, and expenses.

Honorarium fees paid to Council shall be as follows:

1. \$19,259 per annum paid to the Chief Elected Official of the Town of Bon Accord for attending to and performing the duties and services of the Chief Elected Official, including but not limited to meeting with staff, dealing with and responding to the residents, Regular and Special Council meetings (including preparation for), Council Briefing Committee Meetings, staff functions, and Town-related activities not specifically covered by per diem rates.
2. \$9,630 per annum paid to each Councillor of the Town of Bon Accord for attending to, and performing the duties and services of Councillor, including but not limited to meeting with staff, dealing with and responding to the residents, Regular and Special Council meetings (including preparation for), Council Briefing Committee Meetings, staff functions, and Town-related activities not



specifically covered by per diem rates.

- a. Council members are obligated to notify the CAO/Town Office before the close of business on that day if unable to attend any scheduled monthly meetings.
  - b. Council members who are absent from any scheduled monthly meeting without providing notification may be subject to a withholding of not more than 50% of their monthly honorarium, at the discretion of the Chief Elected Officer.
3. Per diems shall be paid (excluding travel, accommodations, and/or meals) for the following:
  - a. Attending events, seminars, conventions, retreats, and/or other meetings/events, and committees as sanctioned by Council located outside the Town of Bon Accord boundaries.
  - b. Town of Bon Accord Workshops: budget, strategic planning, etc.
  - c. Where the Committee/Board is otherwise not paying the elected official a per diem for attendance.
  - d. Per diem rates are to be as follows:
    - i. \$150.00 for a full day (four hours or more)
    - ii. \$75.00 for a half day
4. Intermunicipal Subdivision and Development Appeal Board Council remuneration
  - a. \$200 per day for a meeting over 4 hours in duration
  - b. \$100 per day for a meeting 4 hours or less in duration
5. A maximum per diem of \$300 per person shall be paid for any one day when attendance at more than one activity occurs on that day.
6. Notwithstanding (5.), activities extending beyond a regular working day shall be included as part of a full day rate.
7. There will be no direct remuneration paid for any member of Council serving on Boards, Committees, or Commissions where remuneration is paid from another

source.

8. Honorariums shall be considered for adjustment by Council after an administrative review of the annual AMSC Wage and Compensation Survey results have been received and any indicated changes in the Consumer Price Index.
9. Council members are eligible to claim meal costs while attending meetings within or outside the Town as per the receipted amount, up to a maximum of \$100 per day. When a receipt is not available, claims shall be limited to the following rates:
  - a. Breakfast \$15.00
  - b. Lunch \$20.00
  - c. Supper \$25.00
10. Spousal tickets, or expenses claimed for spouses (defined as “adult interdependent relationships”) shall be at the discretion of Council.
11. Mileage shall be paid based on Provincial Government Rates at \$0.61/km. ~~Adjustments shall be made from time to time upon notification of change of provincial standard.~~
12. See Schedule A for a listing of common types of activities and whether these are eligible for per diems or reimbursement.

## Schedule “A”

Type of Activity	Per Diem Eligibility
Attendance at Town events i.e.: Volunteer Appreciation, Meet the Community, Family Day	No
Board/Committee/Commission Meetings where remuneration is paid from another source	No
Board/Committee/Commission Meetings where remuneration is not paid from another source (i.e.: Edmonton Salutes, NLLS)	Yes
Breakfast, Lunch or Dinner in Town (i.e.: Communities in Bloom Judging Day)	No
Breakfasts, Lunch or Dinners out of Town (i.e.: Mayor’s Breakfast in another community, regional dinners—except during conferences)	Yes
Budget Workshops, other Training, or Education Workshops (in or out of Town)	Yes
Community Services Advisory Board Meetings	No
Conventions and Conferences	Yes
Council Briefing Committee Meeting	No
Council orientation sessions (in/or out of Town)	Yes
Council retreat/planning session (in/or out of Town)	Yes
Golf events	Yes
Library Board Meeting	No
Meetings with residents	No
Official meetings with other elected officials outside of Town	Yes
Official meetings with other elected officials in Town	No
Parades (other than Harvest Days)	Yes

Regular or Special Council Meetings (including Public Hearings)	No
Scheduled and non-scheduled meetings with the Town Manager	No
Signing of cheques and documents	No
Subdivision and Appeal Board	Yes

DRAFT

**TOWN OF BON ACCORD*****Mayor Report – for period January 11 – February 14, 2023***

January 12, 2023	Attended Joint Use Committee meeting. Not much to report as this was a closed meeting.
January 17, 2023	Attended Regular Meeting of Council
January 19, 2023	Meeting with MP Dane Lloyd. This was hopefully a fruitful meeting. We spoke about grants and his request for us to copy him on all of our applications as Mr. Lloyd would like to advocate for us with every grant opportunity with the Federal Government. Mr. Lloyd is quite interested in seeing Growth in Bon Accord and believes that there is lots of potential with our highway frontage.
January 25, 2023	Attended Council Briefing Committee Meeting (Committee of the Whole Meeting)
January 26, 2023	Attended Coffee With a Cop event. Another great event. Lots of conversation about crime in Bon Accord and how it appears to be settling down. The RCMP is working hard to keep Bon Accord a safe place to call home.
January 27, 2023	CAO Evaluation meeting. Great outcome!!
January 30, 2023	Dale Nally's Open House in Redwater. I personally had an in depth conversation with Minister Nally after which the Minister suggested that I give his office a call to set up a time to meet with him.
February 3, 2023	Meeting with Dale Nally in Morinville. Good meeting with Minister Nally. We discussed the lack of funding for infrastructure as well as possible funding for the balance of work to be done on the arena. We also discussed the possibility of funding for the work required to mitigate flooding (a huge expense). Minister Nally indicated that he would be happy to advocate for Bon Accord with any funding required. He said that we should copy him on any grant applications and he will contact the appropriate Ministry and advocate for us.

February 7, 2023

Regular Meeting of Council

February 9, 2023

Attended monthly Roseridge Meeting. We had a presentation by EMRB regarding Solid Waste Data Strategy. Personally, I wasn't too excited as we are too small to be a member of the EMRB as are 3 other municipalities that were part of the meeting. Besides, Bon Accord is already involved with an MOU that is currently circulating that includes a Data Strategy.

*Brian Holden*  
Mayor  
Town of Bon Accord

## **TOWN OF BON ACCORD**

### *Deputy Mayor Report – for January 11 – February 14, 2023*

January 17	Attended the Regular Meeting of Council
January 20	Attended the Board Workshop Committee meeting of Alberta Capital Region Wastewater Commission (ACRWC) and the regular Commission meeting. The Workshop will take place in May with emphasis on biosolids. The ACRWC is far exceeding all its treatment targets at this point. Failure of a pump caused a wastewater spill the afternoon of December 24, in Parkland County near Big Lake. Timing made it very challenging to secure contractors. The incident was reported to EPA (Environment and Protected Areas) and AHS was notified. A total of 35,600,000 litres of wastewater was diverted from being released into Big Lake. A remediation plan is being developed.
January 25	Attended the Council Briefing Committee.
January 26	Attended Homeland Housing board meeting. A list of recommendations by ASCHA (Alberta Seniors and Community Housing Association) was circulated to council and administration earlier in this reporting period. It contained 10 recommendations to the province in order to meet the current and future housing needs of Alberta. Housing Management Bodies (HMB) are in a difficult financial situation. The Lodge Assistance Program grant has not been increased for a few years now. It is designed to assist with the rent short fall from very low-income residents and was indexed annually for inflation. Residents must be left with \$342.00 disposable income after rent. In 2023, this amounts to Homeland Housing subsidizing roughly \$300,000.00. The increased COL also affects HMBs. Wages, food, insurance, fuel, maintenance (replacement) costs have all gone up. In the end, financial shortcomings are recovered in the requisitions. Homeland Housing is asking elected officials to have these discussions with any provincial ministers if you have the chance.
February 7	Attended the Regular Meeting of Council.

#### **Note:**

The document that was circulated is recommending an increase in funding. Housing Management Bodies are operating with 12% less funding than in 2018. Food has increased 4-5% annually, nonfood supplies have increased 7-10% annually as well as rising utility and fuel costs. Wait lists are getting longer and in the most recent census 17% (691,800 people) are living in housing that is unaffordable and inadequate. To bring Alberta up to Canadian average, 25,000 affordable units need to be built immediately. It also talks about enhancing access to mental health and addictions services, and funding tenant support workers. Home Care funding needs to expand services to include 24/7 Home Care in congregate settings to avoid expensive transfers

to higher levels of care. Provide grants-in-lieu of taxes to municipalities for community and seniors housing that targets lower-income clients and/or has government-regulated accommodation rates. The Temporary Rental Assistance Benefit (TRAB) needs to be adjusted to reflect the full re-instatement of rent supplement funding prior to its suspension in October 2019. It also recommends allowing Nurse Practitioners to bill and support residents in supportive living and avoid transfers to higher levels of care or acute care.

*Lynn Bidney*  
Deputy Mayor  
Town of Bon Accord



**TOWN OF BON ACCORD***Councillor Report – for period January 11-February 15*

January 17, 2023	Attended Regular Council Meeting
January 25, 2023	Council briefing committee
February 7, 2023	Attended Regular Council Meeting

Note:

*Lacey Laing*  
Councillor  
Town of Bon Accord

**TOWN OF BON ACCORD***Councillor Report – for period January 11 – February 15, 2023*

January 12 Victim Services Board Meeting.

January 17 Regular meeting of council.

January 25 Council Briefing Committee.

February 7 Regular meeting of council.

February 9 Victim service board meeting.

February 13 Library Board Meeting.

Notes:

*Tanya May*

Councillor

Town of Bon Accord



January 27, 2023

The Honourable Jason Copping  
Minister of Health  
432 Legislature Building  
10800 – 97 Avenue  
Edmonton, Alberta T5K 2B6  
[health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

Re: Town of Fox Creek Ambulance Service

Dear Minister Copping,

In November 2022, the Town of Fox Creek was copied on correspondence from the Town of Ponoka expressing concerns on behalf of their Volunteer Fire Department as first responders to emergency calls. The letter received from the Town of Ponoka summed up some of the major issues in our province perfectly, and the Town of Fox Creek would like to reiterate the concerns with the state of our ambulance service in rural Alberta.

We share in our main concern being the ambulance services that we are receiving from Alberta Health Services. Recently, our community has gone without an ambulance for 14 hours because of patient transfers and staffing issues. The most troubling part of this lapse is the number of times that it seems to be happening. Because of our location, when an ambulance leaves our community, our closest backup unit is a minimum 45 minutes away. Those 45 minutes can quickly turn into over an hour if the roads are bad or if there is not a crew available immediately. Those 45 minutes could very well be the difference between life and death, or could change the course of someone's future.

Much like Ponoka, our Fire Department has been the first responders to many calls that would not necessarily fall under their mandate, however, because they love our community and the people that live here, they go without hesitation. They have seen things they should not have to see and have held the hands of individuals through extremely tough situations.

Fox Creek has also stepped up and is running our Medical First Responder Program out of our volunteer department, however, with a lack of funding for the program, many of the costs to run the program are being covered by the community. It is time the province finds a way to deal with the ambulance situation in rural Alberta that does not fall on the back of volunteer fire departments or municipalities.

It is only a matter of time before the gamble to move Fox Creek's ambulance to a busier location when AHS is short-staffed does not pay off and a life is lost because of the lack of service provided. Unfortunately for Fox Creek, when that happens, it is going to be someone in our community. We are urgently requesting that these issues be addressed with a solution that does not forget about the unique situations of many rural Alberta communities.

Sincerely,



Sheila Gilmour, Mayor  
[Sheila@foxcreek.ca](mailto:Sheila@foxcreek.ca)

cc: The Honourable Danielle Smith, Premier of Alberta  
The Honourable Todd Loewen – MLA – Central Peace Notley  
The Honourable Rachel Notley – Leader of the Official Opposition NDP  
Arnold Viersen, MP, Peace River – Westlock  
Alberta Municipalities Members  
Town of Ponoka



RECEIVED  
FEB - 7 2023

265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | [www.abfarmsafety.com](http://www.abfarmsafety.com)

---

February 1, 2023

Town of Bon Accord  
Box 779  
Bon Accord AB T0A 0K0

The Farm Safety Centre is a community based organization led by farmers and ranchers with an interest in helping things go right for all individuals in rural Alberta. The centre began a farm safety education effort called Safety Smarts in 1998. The 2022-2023 school year is the 25<sup>th</sup> consecutive year of Safety Smarts delivery to children attending rural and remote elementary schools in Alberta. The generosity of many continues to make this unique farm safety extension effort possible and we are grateful for each and every dollar donated in support of the important outreach of our charitable organization.

The program has been delivered continuously since 1998 and over the course of its 25 years the Safety Smarts Program is offered province wide by a regional team of instructors. The program has continued to evolve into what we have and see today. Rural children across the province receive farm safety presentations in their individual school classrooms. Since 1998 Safety Smarts learning and engagement has involved 846,376 rural children, 41,952 presentations and 7,629 school visits have been made.

The Safety Smarts program has been adapted to allow for both virtual delivery via Zoom as well as safe face-to-face delivery in schools. Our Safety Smarts team has been well trained and fully equipped with all the necessary skills and tools to be able to successfully and safely deliver Safety Smarts presentations to rural elementary students across the province. In the 2022 calendar year, our Safety Smarts team delivered a total of 1,676 Safety Smarts presentations to 36,413 elementary students in 399 rural elementary schools across the province. Feedback from both students and teachers is both positive and encouraging.

The Farm Safety Centre runs another program for adults called the SFF Rural Health Initiative. This is a newer program designed to promote health, well-being and safety to rural adults. We partner with towns, municipalities, counties and or specialty groups like ag. societies to offer free one-on-one in-depth health assessments and personalized education for those that choose to participate. It is all about creating awareness and helping rural Albertans be more proactive about their health, well-being and safety. Please let us know if your organization would like to host a Rural Health Initiative workshop for families in your area.

The Farm Safety Centre is hopeful that in 2023 your organization will consider supporting our continual efforts to bring awareness of farm safety to children and promote health, well-being and safety to all Rural Albertans. **As budget realities allow, we invite the Rural Communities in Alberta to consider a modest 2023 donation of \$350 - \$500.** If this does not work within your budget then a donation of any amount will be greatly appreciated.

As a charity registered with CRA, any donation in support of our mission is eligible for a charitable tax receipt.

Thank-you for your continued support,



Jordan Jensen | Executive Director  
Farm Safety Centre  
j.jensen@abfarmsafety.com



Keylan Kado | Program Manager  
Farm Safety Centre  
programs@abfarmsafety.com





## SAFETY SMARTS

### 2022 DELIVERY UPDATE

The Farm Safety Centre, first and foremost would like to express our sincere gratitude for all your generous support over the years to the Safety Smarts Program and the Farm Safety Centre!

In 2022 our team was able to achieve:

**1,676 Presentations**

in

**399 Rural Elementary Schools**

and reached

**36,413 Students**

25 Years  
of  
Safety  
Smarts  
Delivery

846,376  
Children  
Have Been  
Reached

41,952  
Presentations  
Have Been  
Given

7,629  
Schools  
Have Been  
Visited







PO Box 460, 56 Wheatland Avenue  
Smoky Lake AB T0A 3C0  
PH: 780-656-3674 | FX: 780-656-3675  
smokylake.ca | town@smokylake.ca

February 6, 2023

Nadja Lacroix  
Senior Manager,  
Inspections Gaming  
[Nadja.lacroix@aglc.ca](mailto:Nadja.lacroix@aglc.ca)

**Re: Letter of Support: Appeal of Denied Application to Relocate  
Camrose Casino to South Edmonton**

Dear Nadja:

On behalf of the Not-for-Profit community groups and the residents of the Town of Smoky Lake, please accept this letter in support of the owners of the Camrose casino appeal of the AGLCs decision to deny the request to relocate the casino from Camrose to South Edmonton.

The decision to deny the relocation, we are informed, may result in the closure of the casino. This will have a significant negative impact on our community groups and, by extension the people within our region. The casino has long been a significant source of funding for the groups in our rural area.

In the current economy, parents specifically rely on an equitable charitable gaming model to help serve the under-served (the rural people within the Province of Alberta). Those same parents are the eager volunteers who take advantage of every opportunity they are given to "work at a casino event" to raise much needed funds for their organization.

I'm given to understand that should the Camrose casino close, our groups will have far fewer fundraising opportunities and will have to travel greater distances to fill the funding gap.

.../2

Again, in the pursuit of equality of opportunity that would have Rural Albertans presented with the same funding opportunities as our urban counterparts, we ask that you consider the appeal by the Camrose Casino owners and allow the relocation. This will ensure the survival and growth of the current rural charitable gaming region.

Sincerely,

TOWN OF SMOKY LAKE  
Per

Amy Cherniwchan  
Mayor  
Town of Smoky Lake

AC/bt

Cc:

Glenn van Dijken, MLA – [Athabasca.Barrhead.Westlock@assembly.ab.ca](mailto:Athabasca.Barrhead.Westlock@assembly.ab.ca)

Brian Jean, Minister of Jobs, Economy & Northern Development –  
[jend.minister@gov.ab.ca](mailto:jend.minister@gov.ab.ca)

Travis Toews, President of Treasury Board & Minister of Finance – [tbf.minister@gov.ab.ca](mailto:tbf.minister@gov.ab.ca)

Nicole Marshall, Director of Alcohol, Gaming & Cannabis – [Nicole.marshall@gov.ab.ca](mailto:Nicole.marshall@gov.ab.ca)

Kandice Machado, AGLC CEO – [kandice.machado@aglc.ca](mailto:kandice.machado@aglc.ca)

Len Rhodes, AGLC Board Chair – [len.rhodes@aglc.ca](mailto:len.rhodes@aglc.ca)

Wyatt Skabron, Manager of Policy & Advocacy, RMA – [wyatt@rmaalberta.com](mailto:wyatt@rmaalberta.com)



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E [tofieldadmin@tofieldalberta.ca](mailto:tofieldadmin@tofieldalberta.ca)  
W [www.tofieldalberta.ca](http://www.tofieldalberta.ca)

February 14, 2023

Nadja Lacroix  
Senior Manager  
Inspections Gaming  
[Nadja.lacroix@aglc.ca](mailto:Nadja.lacroix@aglc.ca)

**Re: Letter of Support – Relocation of Camrose Casino**

Dear Nadja:

Rural Alberta, and their communities are comprised of community groups, clubs, charitable organizations and societies. The culmination of these organizations leads to the betterment of communities on a whole. These organizations work tirelessly on behalf of the community to provide enhancements through projects that would not be possible without their hard work and dedication. However, the key factor to success is funding. These groups are often accessing funding through casinos. As many other communities have stated, accessing funding through casinos is often multiple months away, which could leave these important projects, or enhancements without the ability to move forward.

Having an ability for Tofield to access a larger pool of casino opportunities would provide a higher element of success. Our proximity to a larger urban location, such as Edmonton, or even Saint Albert, is no further than the distance to Camrose. Although we have been thankful when our service groups have been successful in accessing Camrose Casino, it is an exceptionally long wait, and the return is minimal, at best.

Upon review, this appears to be another slight to Rural Alberta, which as of recent seems to be continually accumulating, and enhancing barriers to provide success for the communities each of us represent. We believe there should be an allowance for relocation for the Camrose Casino. The relocation would allow for the betterment of our entire region, as well as Rural Alberta.

Nadja Lacroix  
Senior Manager  
Inspections Gaming  
Page 2

Further, the pooling of accessible casinos in larger urban settings would provide an enhanced level of success for Rural Alberta. The major urbans have additional resources and accessing abilities, as opposed to those of us in outlying areas. Collectively, the barriers need to be reduced to allow us all to flourish and provide betterment to our communities.

Respectfully,

*Debora L Dueck*

Debora Dueck  
Mayor  
Town of Tofield

Cc.

Jackie Lovely, MLA [Jackie.Lovely@assembly.ab.ca](mailto:Jackie.Lovely@assembly.ab.ca)

Brian Jean, Minister of Jobs, Economy & Northern Development – [jend.minister@gov.ab.ca](mailto:jend.minister@gov.ab.ca)

Travis Toews, President of Treasury Board & Minister of Finance – [tbf.minister@gov.ab.ca](mailto:tbf.minister@gov.ab.ca)

Nicole Marshall, Director of Alcohol, Gaming & Cannabis – [Nicole.marshall@gov.ab.ca](mailto:Nicole.marshall@gov.ab.ca)

Kandice Machado, AGLC CEO – [kandice.machado@aglc.ca](mailto:kandice.machado@aglc.ca)

Len Rhodes, AGLC Board Chair – [len.rhodes@aglc.ca](mailto:len.rhodes@aglc.ca)

Wyatt Skabron, Manager of Policy & Advocacy, RMA – [wyatt@rmaalberta.com](mailto:wyatt@rmaalberta.com)

Dan Rude, Chief Executive Officer, AB Munis - [dan@abmunis.ca](mailto:dan@abmunis.ca)

**From:** [Jessica Caines](#)  
**To:** [Jessica Caines](#)  
**Subject:** FW: Rural Charities AGLC Gaming Revenues Equality  
**Date:** February 15, 2023 8:16:06 AM  
**Attachments:** [Camrose Casino Relocation Information Memo Jan 2023.docx](#)

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**From:** Rural Charities <[ruralcharitiesalberta@gmail.com](mailto:ruralcharitiesalberta@gmail.com)>

**Sent:** February 14, 2023 3:13 PM

**To:** Rural Charities <[ruralcharitiesalberta@gmail.com](mailto:ruralcharitiesalberta@gmail.com)>

**Subject:** Rural Charities AGLC Gaming Revenues Equality

As you are likely aware, in 2022 the Camrose Casino applied to Alberta Gaming, Liquor and Cannabis (AGLC) to relocate to Edmonton; AGLC [subsequently denied the request](#). You are receiving this email because some or all of your municipality may be located within the Camrose or St. Albert charitable gaming region, and would be directly impacted by the AGLC's decision to not allow the relocation, which may result in the closure of the Camrose casino in the near future.

Under Alberta's current charitable gaming model, rural charitable organizations are significantly disadvantaged compared to their urban counterparts due to lower per-event revenues at rural casinos, and longer wait times between charitable event opportunities for individual charities. In 2018, RMA [developed a report and recommendations](#) for a more equitable charitable gaming model, which was submitted to the AGLC. No meaningful response was provided to the report.

While relocating the Camrose casino to Edmonton would not address province-wide issues with the current model, it would benefit charitable organizations currently within the Camrose and St. Albert casino regions (funding is pooled between the regions) as a move from Camrose to Edmonton is projected to significantly increase per-event revenues at the casino, which would likely continue to be the "home casino" for charitable organizations currently in the Camrose region. Camrose and St. Albert currently produce among the lowest per-event revenues and have among the highest wait times in the province, while Edmonton's five casinos currently produce the highest average per event revenues in the province and have among the shortest wait times. Moving the Camrose casino to Edmonton would be a small step in shifting towards a more equitable system, at least for charities in those regions. Despite this, one of the main reasons that the move was rejected was due to advocacy by Edmonton charitable organizations opposed to potentially losing a small portion of the revenues they currently receive due to the addition of another casino within the city for the benefit of rural organizations. It should be noted that Calgary currently has one casino reserved for the surrounding rural region.

The owners of the Camrose casino are appealing the AGLC's decision and are seeking support from impacted municipalities, community groups, and rural residents. I have attached a presentation and memo developed by the casino owners, both of which provide a more detailed overview of the issue and impacts on rural communities. The best way to weigh in on this issue is by submitting a letter directly to the AGLC. Letters can be sent to Nadja Lacroix, Senior Manager, Inspections Gaming, at [nadja.lacroix@aglc.ca](mailto:nadja.lacroix@aglc.ca), as well as AGLC CEO Kandice Machado at [kandice.machado@aglc.ca](mailto:kandice.machado@aglc.ca) or AGLC Board Chair Len Rhodes at [len.rhodes@aglc.ca](mailto:len.rhodes@aglc.ca). The deadline to submit a letter on this issue is **February 21, 2023**. The owners of the Camrose Casino have also developed a website with further

information and ideas on how to make your voice heard on this issue: <https://ruralcharities.ca/>.

The Camrose Casino is holding a webinar presenting an overview of the AGLC decision, the appeal process, potential impacts of the AGLC's decision on rural charities in the Camrose and St. Albert casino regions, and other information. There is no need to register in advance, so please feel free to distribute the invite within your municipality, to your neighbours, and to impacted charitable organizations in your community. Details are as follows:

Date: Wednesday, February 15

Time: 10:00 to 11:00am

Meeting link: <https://rmalberta.zoom.us/j/84509355029?pwd=U1ZDQWd5YUVJNWt0UFZjRzNKZWVvdz09>

If you are unable to attend, the webinar will be recorded and can be shared upon request.

Thanks!

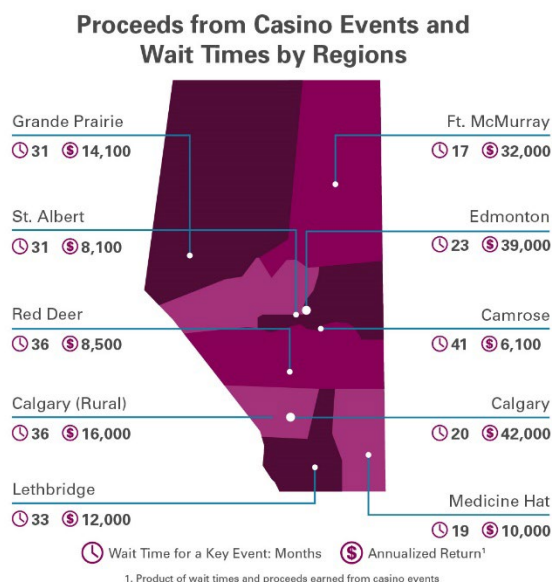


## Alberta Rural Charities Set to Lose Out, Again

**Edmonton** – The Alberta Gaming, Liquor & Cannabis Commission (AGLC) has handed down a decision that will further shortchange rural charities. Already at a distinct disadvantage compared to their urban counterparts, rural charities are set to lose out once again thanks to the AGLC Board’s refusal to let the Camrose Resort Casino relocate to South Edmonton.

The disparity between urban and rural charitable event revenue is significant. It doesn’t matter if an event is held in a major urban centre or a rural community; the volunteers work the same number of hours. At the end of the night, however, a charitable event in the urban centre will bring in up to six times more revenue. What’s more, the average wait time for a gaming event is generally lower, too.

“AGLC’s unfair treatment of rural charities has been going on for decades, shortchanging rural communities hundreds of millions of dollars. Rural communities and their leaders should be alarmed by their mistreatment by AGLC and the failure by the AGLC Board to approve a relocation that would help to resolve this disparity,” said Jason Pechet, president of Capital City Casino, which owns the Camrose Resort Casino.



The proposed relocation would ensure revenues would continue to flow to rural charities. Given the pooling mechanism used by AGLC for the Camrose and St. Albert AGLC-defined regions, the proposed relocation would have benefitted hundreds of thousands of rural Albertans living in communities spanning from the B.C. border to the Saskatchewan border. According to AGLC’s own data, these two regions have the lowest revenues per gaming event (Camrose: \$6,100/event, St. Albert: \$8,100/event) and some of the highest event wait times (Camrose: 41 months, St. Albert: 31 months) in the entire province. By way of comparison, an event in Edmonton will generate \$39,000 in revenue and has a wait time of only 23 months.

“The AGLC Board’s decision is as frustrating as it is perplexing, especially given that AGLC management approved the relocation,” said Pechet. “One of the key recommendations that came out of AGLC’s extensive Charitable Gaming Model Review was to designate a casino in Edmonton to serve rural charities exclusively, just like Calgary has. We offered AGLC the perfect project – one that would create jobs, drive economic development, increase revenues for the province, and provide parity for rural charities. In a baffling move, the AGLC Board rejected our proposal citing concerns that its own management did not feel were issues.”

As the Camrose Resort Casino struggled to generate a sustainable amount of charitable revenues, AGLC made two decisions that effectively doomed the casino’s financial viability. In 2019, AGLC approved the relocation of the Century Mile Race Track Casino from Edmonton to just 60 km away from the Camrose Resort Casino. Then, in 2022, AGLC also green-lit the construction of a new Louis Bull First Nations Casino, which is just 55 km away. The local market isn’t large enough to support a single gaming facility, let alone three. What’s more, none of the revenue from the First Nations Casino or Race Track Casino will support rural charities in the Camrose and St. Albert regions.





The Camrose Resort Casino is asking Albertans upset with the unfair treatment of rural charities to let AGLC know they support the relocation of the Camrose Resort Casino.

275 Edmonton Charities wrote to AGLC to block the Camrose Casino relocation and deny rural charitable groups the opportunity to receive a fair and equal share of charitable gaming revenues.

Please send your message of support by calling or emailing AGLC at: 780-447-8847 / [nadja.lacroix@aglc.ca](mailto:nadja.lacroix@aglc.ca).

#### **Media Contact**

Meredith McDonald

403-803-7608

[meredith@cdnstrategy.com](mailto:meredith@cdnstrategy.com)

### **Background Facts and Figures**

- In June 2021, Capital City Casino hired HLT Advisory Inc., a consulting firm specializing in the gaming sector (and one that AGLC regularly uses), to review its relocation proposal. HLT Advisory Inc. determined relocating the Camrose Resort Casino would generate \$28 million of new, incremental AGLC revenue.
- AGLC estimates that relocating the Camrose Casino to South Edmonton would result in \$8.8 million in new, incremental revenues for charitable groups.
- St Albert and Camrose gaming regions are the only AGLC gaming regions in the province that pool revenues together. The relocation will increase the amount of charitable revenues for both the Camrose and the St Albert regions, improving parity with large urban charitable revenues. The relocation would improve the financial disparity issue for the two rural gaming regions, not just one.
- If the relocation application is unsuccessful, the Camrose Resort Casino will need to close its doors, and 650 regional charities will lose desperately needed revenues.
- In the event that the Camrose Casino relocated to Edmonton, AGLC estimates the decline in Edmonton Urban Charity revenue as \$8,438 per Urban Charity event, which is far less than if the Camrose Casino closed and all 650 regional charities were reallocated to Edmonton casinos, which would result in a decline of approximately \$14,000 per annualized event. In short, Edmonton Urban Charities have more to lose by opposing this relocation.





January 15, 2023

To Whom it May Concern,

The Sturgeon Composite High School Banquet Committee is beyond proud to celebrate the Graduates of 2023. These students started off their high school years during COVID restrictions and have had to persevere and adapt to get to this final chapter. We are so excited that our graduates will be honored with a full graduation celebration this June.

The Grad Banquet Committee is well into the planning stages and finalizing of our June 24<sup>th</sup> celebration. With the rising costs of holding an event and the stress this has put on many of our families we are looking for support from our local businesses and communities. We would be honored to have you sponsor our Grads and have listed opportunities for you to consider. We would love to highlight your Company at our Grad Banquet with over 1200 guests from Sturgeon County & area in attendance.

- Bronze Sponsor \$250 - Logo in Program + Slideshow
- Silver Sponsor \$500 - Logo in Program + Slideshow
- Gold Sponsor \$1000 - Logo in Program, Slideshow and Signage
- Platinum Sponsor \$2000+ -Logo in Program, Slideshow and Signage
- Late lunch Sponsor \$1000 (2) -Logo in Program, Slideshow and Signage
- Music + DJ Sponsor \$1500 - Logo in Program, Slideshow and Signage
- Centerpiece Sponsor \$1000 (2) - Logo in Program, Slideshow and Signage
- In-Kind Sponsor (door prizes, gift cards etc) -Logo in program

Thank you in advance for taking the time to read this request, if you have any questions or ideas how to support, please feel free to contact us. We look forward to celebrating our graduates.

Sincerely,

Nikki Frank + Jodi Currie

SCHS Grad 2023 Banquet Sponsorship Coordinators  
schsgradbanquetsponsor@gmail.com



S/Sgt. Chris PALFY  
Morinville RCMP  
10512 101 Avenue  
Morinville, AB T8R 1K9

Your File

Chief Administrative Officer  
Town of Bon Accord  
PO Box 779  
Bon Accord, AB T0A 0K0

Our File

2023-02-08

Dear Sir or Madam:

**Morinville RCMP Detachment Priorities 2023/2024**

Every year as part of the RCMP's Annual Performance Planning process, policing priorities and initiatives are set to guide the activities of the detachment personnel, in order to best meet community needs for the upcoming year. To determine what the priorities will be, a consultation process is initiated with community leaders.

The Morinville RCMP detachment priorities for the 2022/2023 year were Crime Reduction, Community Engagement, and Employee Wellness.

I am seeking your input regarding what priorities you would like to see for the 2023/2024 fiscal year. If you can kindly provide me feedback by March 31, 2023, it would be greatly appreciated. This will allow for sufficient time for consultation with detachment members and other stakeholders to determine how best to support the priorities and input the progress into our database.

If you wish, an in-person meeting is always preferred to discuss priorities. Otherwise, please feel free to contact me should you have any questions or require further information.



S/Sgt. Chris Palfy  
Detachment Commander  
Morinville RCMP-GRC  
780-939-1616

**From:** [Jessica Caines](#)  
**To:** [Jessica Caines](#)  
**Subject:** FW: re: notice of motion  
**Date:** February 15, 2023 2:10:41 PM

---

**From:** Tanya May <[tmay@bonaccord.ca](mailto:tmay@bonaccord.ca)>

**Sent:** February 15, 2023 2:03 PM

**To:** cao <[cao@bonaccord.ca](mailto:cao@bonaccord.ca)>; Lacey Laing <[llaing@bonaccord.ca](mailto:llaing@bonaccord.ca)>; Lynn Bidney <[lbidney@bonaccord.ca](mailto:lbidney@bonaccord.ca)>; Brian Holden <[bholden@bonaccord.ca](mailto:bholden@bonaccord.ca)>; Timothy Larson <[tlarson@bonaccord.ca](mailto:tlarson@bonaccord.ca)>

**Subject:** re: notice of motion

I councilor May would like to put forward a notice of motion for allowing current serving councilor and mayors to be given the option to be allowed into the town medical and dental plan. Providing they pay any fees regarding to using the benefits.

I councilor may feel that allowing current serving councilors and mayors the option to join the town medical and dental plan would be a nice option for current and future mayors and councilors. These positions do not come with a lot of benefits as we all know. Those of us that have decided to be in office usually do it for making our community a better place. I feel if we have benefits to these positions, it will help us or potential future staff. This would also be a nice way to try and get more people interested in running for these positions at the next election. Other communities do offer this to their municipal staff, and I feel it would be a nice benefit to add to the position without costing the taxpayers additional money. I would like council to consider this as an option for current and future municipal staff positions. As we also do work for the town it would be a great added benefit to be allowed access to these benefits for some people. Thank you kindly for considering this option.

Tanya May