

**Town of Bon Accord**  
**AGENDA**  
**Regular Council Meeting**  
**May 3, 2022 7:00 p.m.**  
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; April 19, 2022 (enclosure)
  - 3.2. Special Meeting of Council; April 21, 2022 (enclosure)
  - 3.3. Special Meeting of Council; April 25, 2022 (enclosure)
- 4. DELEGATION**
- 5. UNFINISHED BUSINESS**
  - 5.1. Strategic Plan Special Meeting (enclosure)
  - 5.2. Alberta Utilities Commission Letter (enclosure)
  - 5.3. Arena Baseball Diamond – Change of Activity (enclosure)
- 6. NEW BUSINESS**
- 7. BYLAWS/POLICIES/AGREEMENTS**  
**BYLAWS**
  - 7.1. 2022 Rates of Taxation Bylaw 2022-08 (enclosure)
  - 7.2. Tax Installment Payment Plan (TIPP) Bylaw 2022-14 (enclosure)
  - 7.3. Community Standards Bylaw 2022-13 (enclosure)
- 8. WORKSHOPS/MEETINGS/CONFERENCES**
- 9. CORRESPONDENCE**
  - 9.1. Town of Gibbons 1<sup>st</sup> Annual Golf Tournament (enclosure)
- 10. PRESENTATION OF NOTICE OF MOTION**
- 11. NOTICE OF MOTION**
  - 11.1. Off-Highway Vehicles
- 12. CLOSED SESSION**
  - 12.1. Personnel – *FOIP Act 17(1) Disclosure harmful to personal privacy*
  - 12.2. 2022 Road Rehabilitation Project – *FOIP Act 16(1)(a)(ii), (b), and (c) – Disclosure harmful to business interests of a third party*
  - 12.3. Community Gardens MOA – *FOIP Act 24(1)(c) Advice from officials*
- 13. ADJOURNMENT**

**Town of Bon Accord  
Regular Meeting of Council Minutes  
April 19, 2022 8:30 a.m.  
Live streamed on Bon Accord YouTube Channel**

**COUNCIL  
PRESENT**

Mayor Brian Holden  
Deputy Mayor Lacey Laing  
Councillor Lynn Bidney  
Councillor Tanya May  
Councillor Cory Roemer – joined virtually at 11:40 a.m.

**ADMINISTRATION**

Jodi Brown – Chief Administrative Officer  
Lila Quinn – Recreation and Community Services Manager  
Dianne Allen – Planning and Economic Development Manager  
Falon Fayant – Corporate Finance Manager  
Mark Prutchick – Operations Manager  
Jane Dauphine – Municipal Planning Services Representative  
Jessica Caines – Legislative Services and Communications Coordinator

**CALL TO ORDER**

Mayor Holden called the meeting to order at 8:35 a.m.

**ADOPTION OF AGENDA**

MAYOR HOLDEN MOVED THAT Council approve the addition of item 10.3 Sturgeon Victims Services Letter to the April 19, 2022 agenda.

**CARRIED UNANIMOUSLY RESOLUTION 22-165**

COUNCILLOR MAY MOVED THAT Council adopt the April 19, 2022 agenda, as amended.

**CARRIED UNANIMOUSLY RESOLUTION 22-166**

**DELEGATION**

DEPUTY MAYOR LAING MOVED THAT Council enter into closed session to discuss Hellinga Development Company Ltd. – FOIP Act 24(1)(c) Advice from officials at 8:40 a.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-167**

COUNCILLOR MAY MOVED THAT Council come out of closed session at 9:20 a.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-168**

COUNCILLOR BIDNEY MOVED THAT Council accept the delegation as information.

**CARRIED UNANIMOUSLY RESOLUTION 22-169**

**ADOPTION OF MINUTES**

**Town of Bon Accord  
Regular Meeting of Council Minutes  
April 19, 2022 8:30 a.m.  
Live streamed on Bon Accord YouTube Channel**

***Regular Meeting of Council Minutes – April 5, 2022***

COUNCILLOR MAY MOVED THAT Council adopt the minutes of the April 5, 2022 Regular Meeting of Council, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-170**

**DEPARTMENT REPORTS**

COUNCILLOR BIDNEY MOVED THAT Council accept the department reports as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-171**

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

Mayor Holden called the meeting back to order at 10:16 a.m.

**UNFINISHED BUSINESS**

***Governance Workshop***

COUNCILLOR BIDNEY MOVED THAT Council direct administration to bring forward governance workshop information and pricing during 2023 budget deliberations.

In Favour: Mayor Holden, Deputy Mayor Lacey Laing, Councillor Bidney

Opposed: Councillor May

**CARRIED RESOLUTION 22-172**

**Front Yard Fences**

DEPUTY MAYOR LAING MOVED THAT Council accept the report as information.

**CARRIED UNANIMOUSLY RESOLUTION 22-173**

**NEW BUSINESS**

***May Briefing Committee Meeting***

COUNCILLOR MAY MOVED THAT Council direct Administration to proceed with planning and advertising the Council Briefing Committee Meeting on Thursday, May 19 from 5:00 – 7:00 p.m.

DEPUTY MAYOR LAING MADE A FRIENDLY AMENDMENT THAT the time be changed to 5:30 – 7:30 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-174**

**BYLAWS | POLICIES | AGREEMENTS**

**2022 Rates of Taxation Bylaw 2022-08**

COUNCILLOR MAY MOVED THAT Council rescinds Resolution #22-151 directing administration to revisit the Taxation Bylaw, changing from Scenario C to Scenario A, and arrange a Special Meeting of Council with proper advertising, where Council can restart the bylaw at first reading.

**CARRIED UNANIMOUSLY RESOLUTION 22-175**

**Town of Bon Accord  
Regular Meeting of Council Minutes  
April 19, 2022 8:30 a.m.  
Live streamed on Bon Accord YouTube Channel**

COUNCILLOR MAY MOVED THAT Council gives first reading to the 2022 Rates of Taxation Bylaw 2022-08, with Scenario A, as presented.

In Favour: Deputy Mayor Laing, Councillor May

Opposed: Mayor Holden, Councillor Bidney

**DEFEATED RESOLUTION 22-176**

Mayor Holden called a short recess 10:51 a.m.

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

COUNCILLOR BIDNEY MOVED THAT Council direct administration to bring back the 2022 Rates of Taxation Bylaw 2022-08 to the May 3 regular meeting of Council or earlier if a special meeting can be arranged.

**CARRIED UNANIMOUSLY RESOLUTION 22-177**

**Fire Services Bylaw 2022-11**

COUNCILLOR BIDNEY MOVED THAT Council give second reading to Fire Services Bylaw 2022-11 to repeal and replace Fire Bylaw 2020-20.

**CARRIED UNANIMOUSLY RESOLUTION 22-178**

DEPUTY MAYOR LAING MOVED THAT Council give third and final reading to Fire Services Bylaw 2022-11 to repeal and replace Fire Bylaw 2020-20.

**CARRIED UNANIMOUSLY RESOLUTION 22-179**

***Proclamation of Special Days, Weeks, or Months Policy Amendment***

COUNCILLOR MAY MOVED THAT Council approve the amended Proclamation of Special Days, Weeks or Months Policy # 98-126 as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-180**

***Bylaw 2022-12 – Repeal of Bylaws 116 and 117***

COUNCILLOR BIDNEY MOVED THAT Bylaw 2022-12 – Repeal of Bylaws 116 and 117 be given first reading, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-181**

COUNCILLOR MAY MOVED THAT Bylaw 2022-12 – Repeal of Bylaws 116 and 117 be given second reading, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-182**

COUNCILLOR BIDNEY MOVED THAT Council gives unanimous consent to hear three readings of Bylaw 2022-12 – Repeal of Bylaws 116 and 117 in one meeting.

**CARRIED UNANIMOUSLY RESOLUTION 22-183**

**Town of Bon Accord  
Regular Meeting of Council Minutes  
April 19, 2022 8:30 a.m.  
Live streamed on Bon Accord YouTube Channel**

COUNCILLOR MAY MOVED THAT Bylaw 2022-12 – Repeal of Bylaws 116 and 117 be given third and final reading, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-184**

***Dandelion Renewables Construction Agreement***

COUNCILLOR BIDNEY MOVED THAT Council approves Dandelion Renewables Construction agreement as presented, to commence with construction and installation of the Electric Vehicle Charging stations.

In Favour: Mayor Holden, Deputy Mayor Laing, Councillor Bidney

Opposed: Councillor May

**CARRIED RESOLUTION 22-185**

Councillor Roemer joined the meeting at 11:40 a.m.

**COUNCIL REPORTS**

DEPUTY MAYOR LAING MOVED THAT Council accept the Council reports as information.

**CARRIED UNANIMOUSLY RESOLUTION 22-186**

DEPUTY MAYOR LAING MOVED THAT Council extend the meeting past 12 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-187**

**CORRESPONDENCE**

***Edmonton Garrison Family Resource Centre***

COUNCILLOR BIDNEY MOVED THAT Council support the silent auction in the donation of a Town of Bon Accord promotional item for less than \$100.

**CARRIED UNANIMOUSLY RESOLUTION 22-188**

***Nature Canada***

COUNCILLOR MAY MOVED THAT the Town of Bon Accord recognizes the 30th anniversary of World Oceans Day on June 8, 2022 and supports national and international efforts to protect 30% of the ocean by 2030.

MAYOR HOLDEN MADE A FRIENDLY AMENDMENT THAT Council direct administration to add World Oceans Day to the Proclamation for Special Days, Weeks, and Months Policy.

**CARRIED UNANIMOUSLY RESOLUTION 22-189**

***Sturgeon Victims Services***

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

**CARRIED UNANIMOUSLY RESOLUTION 22-190**

**Town of Bon Accord  
Regular Meeting of Council Minutes  
April 19, 2022 8:30 a.m.  
Live streamed on Bon Accord YouTube Channel**

**NOTICE OF MOTION**

***Off Highway Vehicles***

COUNCILLOR MAY MOVED THAT Council table the Notice of Motion item 13.1 Off Highway Vehicles pending more information.

**CARRIED UNANIMOUSLY RESOLUTION 22-191**

**CLOSED SESSION**

***Regional Services – FOIP Act 21(1)(b) Disclosure harmful to intergovernmental relations***

DEPUTY MAYOR LAING MOVED THAT Council enter into closed session to discuss Regional Services – FOIP Act 21(1)(b) Disclosure harmful to intergovernmental relations at 11:55 a.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-192**

Councillor Roemer left the meeting at 11:55 a.m.

COUNCILLOR BIDNEY MOVED THAT Council come out of closed session at 12:25 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-193**

**ADJOURNMENT**

The April 19, 2022 Regular Meeting of Council adjourned at 12:25 p.m.

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Mayor Brian Holden

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Jodi Brown, CAO

**Town of Bon Accord  
Special Meeting of Council Minutes  
April 21, 2022 3:00 p.m.  
Live streamed on Bon Accord YouTube Channel**

**COUNCIL  
PRESENT**

Mayor Brian Holden  
Councillor Lynn Bidney  
Councillor Cory Roemer – Arrived 3:26 p.m.  
Councillor Tanya May

**REGRETS**

Deputy Mayor Lacey Laing

**ADMINISTRATION**

Jodi Brown – Chief Administrative Officer  
Falon Fayant – Corporate Services Manager  
Dianne Allen – Planning and Economic Development Manager  
Lila Quinn – Recreation and Community Services Manager  
Mark Prutchick – Operations Manager  
Jessica Caines – Legislative Services and Communications Coordinator

**CALL TO ORDER**

Mayor Holden called the meeting to order at 3:08 p.m.

**ADOPTION OF AGENDA**

COUNCILLOR MAY MOVED THAT Council adopt the April 21, 2022 agenda, as presented.

**CARRIED UNANIMOUSLY RESOLUTION 22-194**

**CLOSED SESSION**

***Strategic Plan DRAFT – FOIP Act 24(1)(a) – Advice from officials***

COUNCILLOR BIDNEY MOVED THAT Council enter into closed session for Strategic Plan DRAFT – FOIP Act 24(1)(a) – Advice from officials at 3:11 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-195**

Councillor Roemer joined the meeting at 3:26 p.m.

COUNCILLOR BIDNEY MOVED THAT Council come out of closed session at 6:01 p.m.

**CARRIED UNANIMOUSLY RESOLUTION 22-196**

COUNCILLOR MAY MOVED THAT Council direct administration to update the Strategic Plan as directed.

**CARRIED UNANIMOUSLY RESOLUTION 22-197**

**Town of Bon Accord  
Special Meeting of Council Minutes  
April 21, 2022 3:00 p.m.  
Live streamed on Bon Accord YouTube Channel**

**ADJOURNMENT**

The April 21, 2022 Special Meeting of Council was adjourned at 6:02 p.m.

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Mayor Brian Holden

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Jodi Brown, CAO

Unapproved



**Town of Bon Accord  
Special Meeting of Council Minutes  
April 25, 2022 6:00 p.m.  
Live streamed on Bon Accord YouTube Channel**

**COUNCIL  
PRESENT**

Mayor Brian Holden  
Councillor Lynn Bidney  
Councillor Cory Roemer  
Councillor Tanya May – Virtual  
Deputy Mayor Lacey Laing

**ADMINISTRATION**

Jodi Brown – Chief Administrative Officer  
Jessica Caines – Legislative Services and Communications Coordinator

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

DEPUTY MAYOR LAING MOVED THAT Council adopt Council adopt the agenda for April 25, 2022.

**CARRIED UNANIMOUSLY RESOLUTION 22-198**

**BYLAWS**

***2022 Rates of Taxation Bylaw 2022-08***

COUNCILLOR MAY MOVED THAT Council directs administration to bring back the 2022 Rates of Taxation Bylaw 2022-08 with a 0% increase (Scenario A rates) for all three readings at the next regular meeting of Council.

In Favour: Deputy Mayor Laing, Councillor May, Councillor Roemer

Opposed: Mayor Holden, Councillor Bidney

**CARRIED RESOLUTION 22-199**

**ADJOURNMENT**

The April 25, 2022 Special Meeting of Council was adjourned at 6:25 p.m.

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Mayor Brian Holden

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Jodi Brown, CAO

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

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	May 03 <sup>rd</sup> , 2022
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	Strategic Plan Special Meeting
<b>Agenda Item No.</b>	5.1

**BACKGROUND/PROPOSAL**

Council has held two Special Meetings to finalize the updated Strategic Plan (2022-2026).

A third and final meeting is required to review the final draft.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The potential dates and time to hold the Special Meeting to finalize the Strategic Plan (2022-2026) draft are below:

- Monday, May 30th (6-8 pm)
- Wednesday, June 01<sup>st</sup> (6-8 pm)
- Thursday, June 02<sup>nd</sup> (6-8 pm)

**STRATEGIC ALIGNMENT**

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

**COSTS/SOURCES OF FUNDING**

Annual Budget

**RECOMMENDED ACTION (by originator)**

Choose one of the following options:

1. THAT Council direct administration to plan and advertise a Special Meeting for the purpose of reviewing the final draft of the Strategic Plan (2022-2026) 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>	May 3, 2022
<b>Presented by:</b>	Jodi Brown, Town Manager
<b>Title:</b>	Alberta Utilities Commission Letter
<b>Agenda Item No.</b>	5.2

**BACKGROUND/PROPOSAL**

The Town of Fox Creek letter to Alberta Utilities Commission was brought forward at the April 5, 2022, regular meeting of Council with the following resolution:

*COUNCILLOR MAY MOVED THAT Council direct administration to contact the Town of Fox Creek advising of our intention to write a letter of support and request clarification on specific areas of focus.*

*MAYOR HOLDEN MADE A FRIENDLY AMENDMENT THAT administration draft a letter on behalf of Council to be signed by Mayor Holden. **Carried resolution #22-161***

Administration has attempted to contact the Town of Fox Creek on three occasions with no response.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The Town of Taber has written a letter to the Alberta Utilities Commission (attached) in support of the Town of Fox Creek's request. This letter was also sent to various Alberta municipalities.

Given that we have not received any further clarification from the Town of Fox Creek regarding the areas of focus needed for this letter, administration may proceed with drafting a letter of support to the Alberta Utilities Commission similar to the Town of Fox Creek and the Town of Taber letters. The Town of Bon Accord letter may then be sent to the Utilities Commission and further copied to other municipalities in Alberta including the Town of Fox Creek.

**STRATEGIC ALIGNMENT**

Town of Bon Accord Vision, Mission, Values 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 draft a letter to the Alberta Utilities Commission in support of the Town of Fox Creek's letter and further that Mayor Holden sign this letter on behalf of Council.
2. THAT Council direct administration to...



## OFFICE OF THE MAYOR

A - 4900 50 ST TABER, AB CANADA T1G 1T1  
TELEPHONE: (403) 223-5500 FAX: (403) 223-5530

April 20, 2022

File: 100-G03

Alberta Utilities Commission  
106 Street Building  
10<sup>th</sup> Floor, 10055 106 Street  
Edmonton, Alberta T5J 2Y2

Dear Utilities Commission,

**RE: Increasing Utility Fees**

Please accept this correspondence as a letter of support in addition to the correspondence you have already received from the Town of Fox Creek, dated March 23, 2022.

The Town of Taber joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private spheres, and we are urging the Commission to take serious note of the concerns herein.

Over the past two years, residents of both Taber and the province have felt the ever-increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines.

It is important to note that the rising costs are not just impacting residents, but non-profits, small businesses, and commercial industries. Many of the aforementioned are in jeopardy of closing or forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased private profits as has been noted in the media lately. In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless the Commission takes swift action. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside the Town of Fox Creek, the Town of Taber is urging the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making off of our residents and Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Sincerely,

Mayor Andrew Prokop

Cc: Town of Taber Council  
Mr. Grant Hunter, MLA  
Alberta Municipalities  
Town of Fox Creek

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

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	May 3, 2022
<b>Presented by:</b>	Dianne Allen, Manager Planning & Development
<b>Title:</b>	Arena Baseball Diamond – Change of Activity
<b>Agenda Item No.</b>	5.3

**BACKGROUND/PROPOSAL**

At the regular meeting of Council on May 3/22, Councilor May moved that Council direct administration to investigate the land at the area where the old baseball diamond is located as a potential new location for the skateboard park – Resolution #22-162. Aerial view of proposed location enclosed - Plan 7921730; Blk 10; Lot 28 MR.

The landuse is currently zoned as Park, therefore allowing for a skateboard park with no redesignation of use. The activity changes from being a ball diamond to a skateboard park.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

A development permit would be required at time of construction to ensure the usage of property is appropriate to the landuse bylaw. This is a straightforward process.

Additionally, the Bon Accord Minor Ball contact person has confirmed that there are no plans to use this ball diamond in the future. Therefore, re-designated the activity as skateboard park will not pose any issues for the development of a minor ball program in Bon Accord.

**STRATEGIC ALIGNMENT (Councils Strategic Plan 2018-2021)**

Priority 5

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

Goal – Excite residents and empower them to participate

**COSTS/SOURCES OF FUNDING**

N / A

**RECOMMENDED ACTION (by originator)**

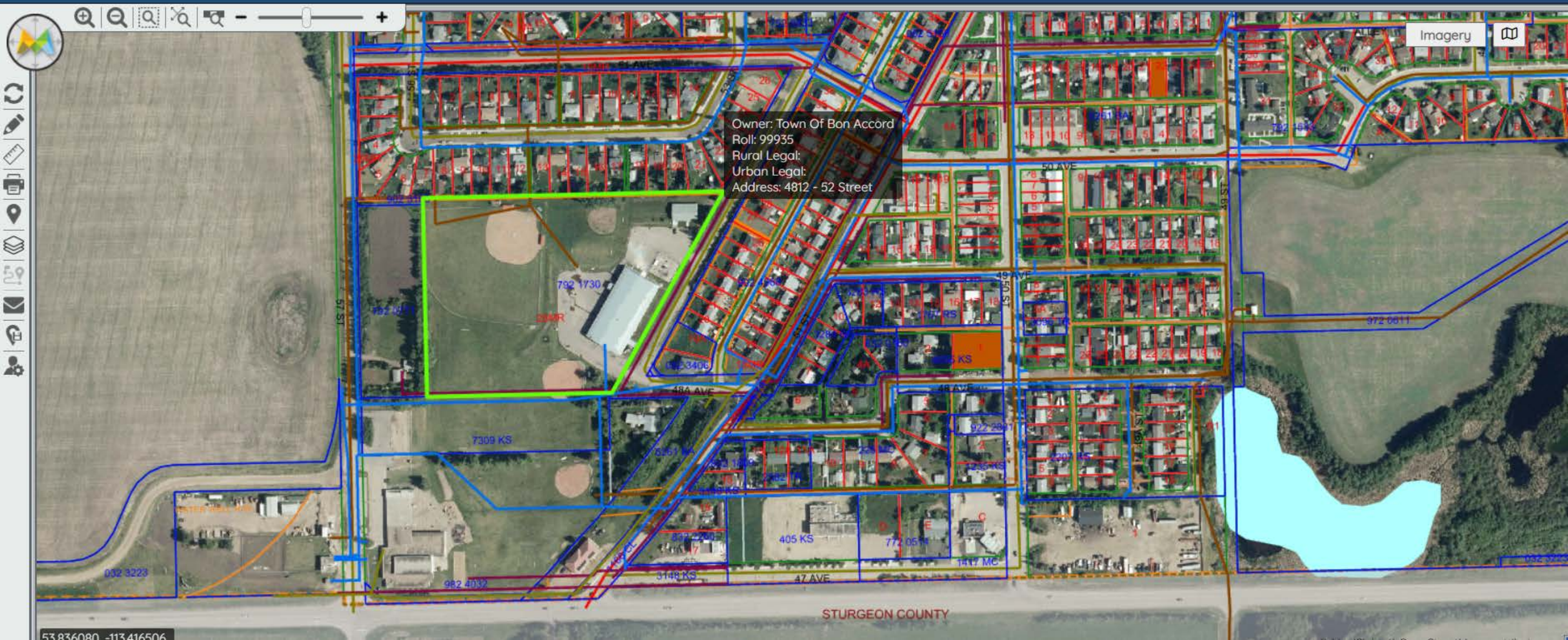
**Options:**

1. THAT ... Council accepts this report as information.

2. THAT ... Council approves the location (as per enclosed aerial view) for a proposed skateboard park and directs administration to incorporate the skateboard park location into a future recreation master plan.

3. THAT ... Council directs administration to ...







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

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	May 3, 2022
<b>Presented by:</b>	Falon Fayant, Corporate Services Manager
<b>Title:</b>	2022 Rates of Taxation Bylaw 2022-08
<b>Agenda Item No.</b>	7.1

**BACKGROUND/PROPOSAL**

Administration presented Council with three different scenarios for the Rates of Taxation Bylaw 2022-08.

*In Review*

April 25, 2022 Special Meeting of Council → Administration presented Council with an RFD to determine which rates to present in the Bylaw.

COUNCILLOR MAY MOVED THAT Council directs administration to bring back the 2022 Rates of Taxation Bylaw 2022-08 with a 0% increase (Scenario A rates) for all three readings at the next regular meeting of Council. In Favour: Deputy Mayor Laing, Councillor May, Councillor Roemer. Opposed: Mayor Holden, Councillor Bidney. Resolution #22-199

April 19, 2022 Regular Meeting of Council (RMC) → Bylaw 2022-08 presented with 0% increase in rates (Scenario A).

COUNCILLOR MAY MOVED THAT Council gives first reading to the 2022 Rates of Taxation Bylaw 2022-08, with Scenario A, as presented. In Favour: Deputy Mayor Laing, Councillor May; Opposed: Mayor Holden, Councillor Bidney. *Defeated* Resolution #22-176.

April 5, 2022 RMC → Bylaw 2022-08 presented for 2nd and 3rd reading with Scenario C rates at the budgeted 1.27% increase.

COUNCILLOR BIDNEY MOVED THAT Council gives second reading to the 2022 Rates of Taxation Bylaw 2022-08 as presented. In Favour: Mayor Holden, Councillor Bidney. Opposed: Deputy Mayor Laing, Councillor May, Councillor Roemer. *Defeated*, Resolution #22-150.

COUNCILLOR MAY MOVED THAT Council direct administration to revisit the Taxation Bylaw, changing from Scenario C to Scenario A, and arrange a Special Meeting of Council with proper advertising, where Council can restart the bylaw at first reading. Resolution #22-151. Due to scheduling conflicts, Council and administration were unable to schedule a special meeting and Bylaw 2022-08 was moved to the April 19 Regular Meeting of Council. This motion was rescinded at the April 19 RMC by Resolution #22-175.

March 15, 2022 RMC → Bylaw 2022-08 presented for first reading, and three different tax rate scenarios for Council consideration.

COUNCILLOR BIDNEY MOVED THAT Council give first reading to the Rates of Taxation Bylaw 2022-08, as amended, with scenario C rates. In favour: Mayor Holden, Councillor Bidney, and Councillor Roemer. Opposed: Deputy Mayor Laing, Councillor May. Resolution #22-119.

The annexed properties are shown with a 1.8% increase per Sturgeon County's taxation bylaw. The Town of Bon Accord's annexed lands are to be taxed as though they remained in Sturgeon County per Section 5(2) of Order in Council 032/2018 until the year 2069. To follow the recommended procedure from Municipal Affairs regarding the annexed properties, the Town should wait until Sturgeon County passes their taxation bylaw before passing our taxation bylaw. As such, the Town will align with Sturgeon County's timeline. Sturgeon County's timeline per their website is to pass their taxation bylaw by the end of April and then send tax notices out by May 21<sup>st</sup>. This does not affect the June 30<sup>th</sup> deadline.

Overall assessments for the Town of Bon Accord for 2022 have increased by 3% from 2021. 2021 assessment totals were \$141,475,070 and 2022 assessment totals are \$146,248,510. Historically, assessments have been decreasing by an average of 2% every year since 2019.

At the Special Meeting of Council December 14, 2021, Council approved the budget where \$1,536,839 was to be raised by general municipal taxation.

The 2022 Alberta School Foundation Requisitions (ASFF) are \$364,710 for residential/farmland and \$25,631 for non-residential for a total of \$392,268 to be remitted, plus an additional under-levy of \$20,915 from the previous year. The ASFF values are based on the equalized assessment released by the Alberta Government, and the Town has no control over these values.

The 2022 Homeland Housing requisition is \$12,616 and is also based upon the equalized assessment values, and the Town has no control over these values.

The designated industrial property requisition levy rate (from the Government of Alberta) has not increased from 2021. The rate is 0.0000766. Values under \$1,000 are not expected to be remitted back to the government but are to be collected by the municipality.

Per Section 353 of the MGA

- (1) Each Council must pass a property tax bylaw annually.
- (2) The property tax bylaw authorizes the Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of
  - (a) the expenditures and transfers set out in the budget of the municipality, and
  - (b) the requisition

## DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2022 Rates of Taxation Bylaw 2022-08 is presented with a 0% increase (Scenario A rates), expecting to raise \$32,778 more than the expected value.

The impact of the rates of Scenario A on the average residential, commercial, and farmland properties is shown in the following table:

	2021 Assessment	2021 Municipal Levy	2022 Assessment	2022 Municipal Levy	Variance
Average Residential	250,664	\$ 2,588.74	257,593	\$ 2,660.30	\$ 71.56
Average Commercial	352,041	\$ 6,703.38	375,164	\$ 7,143.67	\$ 440.30
Average Farmland	10,533	\$ 521.24	10,533	\$ 521.24	\$ -

*\*\* These values are the average values from the Town's assessor taken from the Town as a whole and are not representative of a specific property or person.*

The monthly affect for the average residential property is a cost increase of \$5.97 per month, an increase of \$36.70 for the average commercial property, and no change for the average farmland property.

## STRATEGIC ALIGNMENT

Priority #3 Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

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**

Tax revenue to be raised is a major source of budget revenue.

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

### **Resolution #1**

THAT...Council gives 1<sup>st</sup> reading to the 2022 Rates of Taxation Bylaw 2022-08, as presented.

### **Resolution #2**

THAT...Council gives 2<sup>nd</sup> reading to the 2022 Rates of Taxation Bylaw 2022-08, as presented.

### **Resolution #3**

THAT...Council gives unanimous consent to hear all three readings of the 2022 Rates of Taxation Bylaw 2022-08 in one meeting.

### **Resolution #4**

THAT...Council gives 3<sup>rd</sup> and final reading to the 2022 Rates of Taxation Bylaw 2022-08, as presented.

**TOWN OF BON ACCORD  
2022 RATES OF TAXATION BYLAW  
BYLAW 2022-08**

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**A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF BON ACCORD FOR THE 2022 TAXATION YEAR.**

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**WHEREAS**, the Town of Bon Accord has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the council meeting held December 14, 2021; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for the Town of Bon Accord for 2022 total \$6,984,510 and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$5,563,697 and \$1,569,617 is to be raised by general municipal taxation; and

**WHEREAS**, the requisitions are:

Alberta School Foundation Fund (ASFF)

Residential/Farmland	\$385,138
Non-residential	\$26,117

Homeland Housing	\$12,616
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Designated Industrial Property (Including M&E)	\$136.73
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**WHEREAS**, the Council of the Town of Bon Accord is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and requisitions; and

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

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

	<u>Assessment</u>
Residential	\$138,024,000
Farmland	\$63,200
Non-residential vacant	\$459,700
Machinery & Equipment	\$45,080
Non-residential	\$6,197,240
Residential – Annexed	\$1,318,110
Farmland – Annexed	\$99,100
Machinery & Equipment - Annexed	\$42,080
	<u>\$146,248,510</u>

**TOWN OF BON ACCORD**  
**2022 RATES OF TAXATION BYLAW**  
**BYLAW 2022-08**

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

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

	TAX LEVY	ASSESSMENT	TAX RATE
<u>General Municipal</u>			
Non-Residential (including M&E)	\$118,863	\$6,242,320	.01904147
Residential	\$1,425,446	\$138,024,000	.01032752
Farmland	\$3,128	\$63,200	.04948654
Non-Residential Vacant	\$15,894	\$459,700	.03457485
Annexed Non-Residential/M&E	\$440	\$42,080	.01046590
Annexed Residential	\$4,891	\$1,318,110	.00371050
Annexed Farmland	\$955	\$99,100	.00964050
	\$1,569,617	\$146,248,150	
<u>Education</u>			
Residential/Farmland	\$385,138	\$139,504,410	.00276076
Non-residential	\$26,117	\$6,699,020	.00389856
	\$411,254	\$146,203,430	
<u>Homeland Housing</u>	\$12,616	\$146,248,510	.000086261
<u>Designated Industrial Property (Including M&amp;E)</u>	\$136.73	\$1,785,000	.00007660

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

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

**TOWN OF BON ACCORD  
2022 RATES OF TAXATION BYLAW  
BYLAW 2022-08**

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

READ A FIRST TIME THIS 3<sup>rd</sup> DAY OF May 2022.

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

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

READ A SECOND TIME THIS 3<sup>rd</sup> DAY OF May 2022.

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

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

READ A THIRD TIME THIS 3<sup>rd</sup> DAY OF May 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>	May 3, 2022
<b>Presented by:</b>	Falon Fayant, Corporate Services Manager
<b>Title:</b>	Tax Installment Payment Plan (TIPP) Bylaw 2022-14
<b>Agenda Item No.</b>	7.2

**BACKGROUND/PROPOSAL**

Bylaw 2022-14 proposes amendments to the Tax Installment Payment Plan (TIPP) Bylaw 2020-03, and upon third and final reading of Bylaw 2022-14, Bylaw 2020-03 will be repealed.

It is necessary to amend the TIPP Bylaw to follow the permanent update to the timing of mailing out the Combined Assessment and Tax Notices. Because our annexed properties must be assessed and levied as if they have remained in Sturgeon County pursuant to Order 032/2018 S. 5(2), it is recommended by Municipal Affairs that the Town not pass our taxation bylaw prior to Sturgeon County passing their taxation bylaw. As such, the Town will follow Sturgeon County's taxation bylaw timeline (mailing out in the month of May), requiring a necessary change to the dates within the TIPP Bylaw.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Amendments to the TIPP Bylaw include the following:

1. Grammar and technical updates.
2. Section 2 General Provisions, Section 2.1 Calculation of TIPP
  - a. Section 2.1.1 Amending the calculation to reflect five installments versus four from January to May versus from January to April.
  - b. Section 2.1.2 Amending the dates of the remaining payments in the year to June to the following May, versus May to the following April and dividing the account balance by seven (7) months versus eight (8) months.

Amendments to the dates in the Calculation of TIPP Section 2.1 will adjust the calculation to more accurately follow the new timeline described above. As such, residents signed up for the installment plan will receive a new payment schedule based on the new Combined Assessment and Tax Notice mailed out in May, and be notified of such within that notice, with the updated payment withdrawn on June 15<sup>th</sup>.



## **STRATEGIC ALIGNMENT**

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**

Tax revenue is a major source of budgeted revenue.

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

### **Resolution #1**

THAT ...Council gives 1<sup>st</sup> reading to Bylaw 2022-14 Tax Installment Payment Plan (TIPP) Bylaw as presented.

### **Resolution #2**

THAT ...Council gives 2<sup>nd</sup> reading to Bylaw 2022-14 Tax Installment Payment Plan (TIPP) Bylaw as presented.

### **Resolution #3**

THAT ...Council gives unanimous consent to hear all three readings of Bylaw 2022-14 Tax Installment Payment Plan (TIPP) Bylaw in one meeting.

### **Resolution #4**

THAT ...Council gives 3<sup>rd</sup> and final reading to Bylaw 2022-14 Tax Installment Payment Plan (TIPP) Bylaw as presented.

**TOWN OF BON ACCORD**  
**TAX INSTALLMENT PAYMENT PLAN (TIPP) BYLAW**  
**BYLAW ~~2020-03~~2022-14**

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**A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE REGULATION AND COLLECTION OF A MONTHLY TAX INSTALLMENT PAYMENT PLAN (TIPP).**

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**WHEREAS**, pursuant to section 340 of the Municipal Government Act, Chapter M-26.1, R.S.A., 2000, ~~as amended and amendments thereto~~, a Council may establish installment plans for the payment of property taxes and;

WHEREAS, the Council of the Town of Bon Accord has deemed it necessary and desirable for the establishment of a Property Tax Installment Payment Plan;

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

This Bylaw shall be cited as the "Tax Installment Payment Plan (TIPP) Bylaw" of the Town of Bon Accord.

**1 ELIGIBILITY**

- 1.1 Taxpayers of the Town of Bon Accord shall have the right to submit an application to participate in TIPP to provide for the payment of property taxes and local improvement taxes in equal monthly installments from January to December in any year.
- 1.2 Taxes may be paid over a twelve (12) month period beginning in January each year, provided the following requirements are met:
  - 1.2.1 The tax account is paid in full and is in good standing with the Town;
  - 1.2.2 The applicant must have chequing privileges at a financial institution;
  - 1.2.3 Taxes are not being paid through a mortgage company;
  - 1.2.4 An application, along with a void cheque or pre-authorized debit form, is submitted to the Town and approved no later than January 8th of the tax year.

**2 GENERAL PROVISIONS**

- 2.1 CALCULATION OF TIPP
  - 2.1.1 Each of the first ~~four~~ five installments (January to ~~April~~ May) shall be equal to 1/12 of the previous years' tax levy.
  - 2.1.2 The next twelve (12) payments (~~June~~ May to the following ~~May~~ April) shall be equal to the remaining balance on the tax account divided by ~~eight~~ seven (~~78~~ months remaining in the year to bring account balance to zero (\$0)).
  - 2.1.3 Each May thereafter TIPP will be calculated based on the new tax levy.
- 2.2 PAYMENT METHOD & DATE
  - 2.2.1 Pre-authorized payment with VOID cheque or pre-authorized debit form
  - 2.2.2 Post-dated cheques will not be accepted for TIPP.
  - 2.2.3 Payments are to be made beginning January 15<sup>th</sup> each year, and on the 15<sup>th</sup> of each month thereafter.
- 2.3 WITHDRAWAL OF TIPP
  - 2.3.1 In order to withdraw from TIPP, written notice must be provided to the Town at least 10 business days prior to the next installment date.

2.4 TERMINATION OF TIPP

**TOWN OF BON ACCORD**  
**TAX INSTALLMENT PAYMENT PLAN (TIPP) BYLAW**  
**BYLAW ~~2020-03~~2022-14**

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~~2.3.22.4.1~~ If an installment fails to be honoured, a service charge (according to the Fees for Service Delivery Policy) will be added to the tax account. Failure to remit the dishonored payment and the service charge prior to the next installment date will result in termination of TIPP.

~~2.3.32.4.2~~ If TIPP is terminated, the taxpayer may submit a new application for the following taxation year, subject to Eligibility requirements in section 1.

**3 PENALTIES**

3.1 All unpaid taxes pursuant to sections 2.3 and 2.4 will become due and payable immediately and will be subject to penalties as provided in the current Taxation Bylaw.

**4 INTERPRETATION**

4.1 References to provisions of statutes, rules or regulations shall be deemed to include references to such provisions as amended, modified or re-enacted from time to time.

4.2 Nothing in this Bylaw relieves any person from compliance with any other bylaw or applicable federal or provincial law, regulation or enactment.

**5 SEVERABILITY**

5.1 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.

**6 EFFECTIVE DATE**

6.1 This Bylaw becomes effective upon third and final reading.

**7 REPEAL OF POLICIES**

7.1 Upon third and final reading of Bylaw ~~2020-03~~, ~~Policy 16-186 is hereby repealed.~~ ~~2022-14~~, Bylaw 2020-03 is hereby repealed.

READ A FIRST TIME THIS ~~7<sup>th</sup>~~ 3<sup>rd</sup> DAY OF ~~January 2020~~ May 2022.

Mayor ~~David Hutton~~ Brian Holden  
Brown

Chief Administrative Officer ~~Joyce Pierce~~ Jodi

READ A SECOND TIME THIS ~~21<sup>st</sup>~~ 3<sup>rd</sup> DAY OF ~~January 2020~~ May 2022.

Mayor ~~David Hutton~~ Brian Holden  
Brown

Chief Administrative Officer ~~Joyce Pierce~~ Jodi

TOWN OF BON ACCORD  
TAX INSTALLMENT PAYMENT PLAN (TIPP) BYLAW  
BYLAW ~~2020-03~~2022-14

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READ A THIRD TIME THIS ~~21<sup>st</sup>~~ 3rd DAY OF ~~January 2020~~May 2022.

Mayor ~~David Hutton~~Brian Holden  
Brown

Chief Administrative Officer ~~Joyce Pierce~~Jodi

DRAFT

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

<b>Meeting:</b>	Regular Meeting of Council
<b>Meeting Date:</b>	May 3, 2022
<b>Presented by:</b>	Dianne Allen, Manager Planning & Development
<b>Title:</b>	Community Standards Bylaw 2022-13
<b>Agenda Item No.</b>	7.3

**BACKGROUND/PROPOSAL**

The Community Standards Bylaw 2021-05 was created for the purpose of regulating community standards and controlling and reducing nuisances and unsightly conditions within the Town of Bon Accord.

Recently, the Town of Bon Accords Fire Services Bylaw 2022-11 was created to accommodate up to date information. In review of the Community Standards Bylaw, it is unnecessary to have fire related information included as this is incorporated in Fire Services Bylaw 2022-11 eliminating conflicting information.

The fire information included in the Community Standards Bylaw - outdoor fires, fire pit standards and fire ban can be referenced through the Fire Services Bylaw 2022-11.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

In an effort to maintain the Town's legislation is up-to-date and consistent, the repeal outlined above streamlines this requirement.

**STRATEGIC ALIGNMENT (Councils Strategic Plan 2018-2021)**

Priority 2

The Residents of Bon Accord Live in a Safe and Attractive Community

Goal – Update Bylaws to make them more enforceable

Goal – Continue support of the fire services

Actions – Review services agreement to be sure it aligns with the Fire Bylaw update

**COSTS/SOURCES OF FUNDING**

N / A

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

- Resolution #1:  
THAT ... Council gives 1<sup>st</sup> reading to the Community Standards Bylaw 2022-13 to repeal and replace Community Standards Bylaw 2021-05.
- Resolution #2:  
THAT .... Council gives 2<sup>nd</sup> reading to the Community Standards Bylaw 2022-13 to repeal and replace Community Standards Bylaw 2021-05.
- Resolution #3:  
THAT .... Council gives unanimous consent to hear three readings of Community Standards Bylaw 2022-13 to repeal and replace Community Standards Bylaw 2021-05 in one meeting.
- Resolution #4:  
THAT ... Council gives 3<sup>rd</sup> and final reading to the Community Standards Bylaw 2022-13 to repeal and replace Community Standards Bylaw 2021-05.

**Bylaw 2021-05**

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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**A BYLAW OF THE TOWN OF BON ACCORD IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING COMMUNITY STANDARDS AND CONTROLLING AND REDUCING NUISANCES AND UNSIGHTLY CONDITIONS WITHIN THE TOWN OF BON ACCORD.**

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WHEREAS, under the authority of the Municipal Government Act, being Chapter M-26 the Revised Statutes of Alberta and amendments thereto, a Council may pass bylaws respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property.
- b) nuisances, including unsightly properties; and
- c) clearing of all snow, ice, soil, and other obstructions from the sidewalks situated on land adjoining the property owned or occupied by them.

AND WHEREAS, under the authority of the Safety Codes Act, being Chapter S-1 of the Revised Statutes of Alberta and amendments thereto, a Council may pass bylaws regarding maintenance standards for buildings and other structures.

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

**1. NAME**

- 1.1 This Bylaw shall be cited as the "Community Standards Bylaw".

**2. ENFORCEMENT**

- 2.1 The Town of Bon Accord is not required to enforce this Bylaw or parts of this Bylaw. In deciding whether to enforce this Bylaw or parts of this Bylaw the Town may take into account any practical concerns, including available municipal budget and personnel resources.

**3. DEFINITIONS**

- 3.1 "*Appeal Notice*" a notice under Section 20 in the form attached as Schedule "A"
- 3.2 "*Appellant*" persons appealing a directive given under Section 20.
- 3.3 "*Boulevard*" means that part of a Highway that:
- 3.3.1 is not a roadway, and
  - 3.3.2 is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
- 3.4 "*Building*" means anything constructed or placed on, in, over or under land but does not include a Highway.
- 3.5 "*Chief Administrative Officer*" means the individual appointed as such under the Municipal Government Act R.S.A. 2000, c. M-26 as amended or repealed and replaced from time to time and regulation there under, by Council, also known as the Town Manager.
- 3.6 "*Committee*" the committee of Council dealing with appeals filed under Section 20.
- 3.7 "*Council*" means the Council of the Town of Bon Accord.
- 3.8 "*Directive*" means an official or authoritative instruction, command or order.



**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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- 3.9 *"Fire"* means any combustible material in a state of combustion.
- 3.10 *"Fire Chief or District Chief"* means a Manager of Bon Accord Fire Department who performs the duties and responsibilities as outlined in this or the Fire Bylaw.
- 3.11 *"Fire Department"* means the Town department duly appointed as the Fire Department by Council.
- 3.12 *"Highway"* means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of them, whether public or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
- 3.12.1. a sidewalk including a boulevard adjacent to the sidewalk.
- 3.12.2. if a ditch lies adjacent to and parallel with the roadway, the ditch; and
- 3.12.3. if a Highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the roadway, as the case may be but does not include a place by regulation not to be a Highway.
- 3.13 *"Inspector"* anyone who is authorized by the Chief Administrative Officer, By-law Enforcement Officer, Assessor, Police, Fire Chief, or Operations Manager to enter and inspect property.
- 3.14 *"Land Use Bylaw"* means the Town's Land Use Bylaw, as amended.
- 3.15 *"Motor Vehicle"* means a vehicle propelled by any power other than muscular power.
- 3.16 *"Occupier"* means a Person occupying Property, including a lessee or licensee, who has actual use possession, or control of the Property.
- 3.17 *"Owner"* means the registered Owner of Property shown as the Owner of a parcel of land on the Town assessment roll prepared by the Town pursuant to the Municipal Government Act.
- 3.18 *"Enforcement Officer"* means:
- 3.18.1. a member of the Royal Canadian Mounted Police
- 3.18.2. a member of a municipal police service
- 3.18.3. a Community Peace Officer where under that person's appointment by Council of the Town of Bon Accord is empowered to carry out the duties of a Community Peace Officer
- 3.18.4 a Bylaw Enforcement Officer where under that person's appointment by Council of the Town of Bon Accord is empowered to carry out the duties of a Bylaw Enforcement Officer.
- 3.19 *"Person"* means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative.
- 3.20 *"Property"* means real Property and any Building and improvements thereon.
- 3.21 *"Public Place"* means a property, whether publicly or privately owned, to which members of the public have access as a right or by express implied invitation, whether on payment of any fee or not.

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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- 3.22 *"Sidewalk"* means that part of a highway especially adapted to the user or ordinarily used by pedestrians and includes that part of a highway between the curb line, or where there is no curb line, the edge of the highway and the adjacent property line whether or not it is paved or improved.
- 3.23 *"Town"* means the Municipal Corporation of the Town of Bon Accord.
- 3.24 *"Violation Tag"* means a tag or similar document issued by the Town pursuant to the Municipal Government Act R.S.A. 2000, c. M-26 as amended or repealed and replaced from time to time and regulation there under.
- 3.25 *"Violation Ticket"* means a ticket issued pursuant to the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time and regulations there under.
- 3.26 *"Weed"* means any plant designated as either a noxious weed or prohibited noxious weed in accordance with the Weed Control Act, R.S.A. c. W-5.1 as amended or repealed and replaced from time to time and regulations there under.

**4. INTERPRETATIONS**

- 4.1. An Owner is ultimately responsible for all activities on their property which may constitute an infraction of this bylaw.
- 4.2. Nothing in this bylaw relieves a Person from complying with any Federal or Provincial statute or regulation.

**5. PROPERTY MAINTENANCE/LAND AND BUILDINGS**

- 5.1. A person who is the Owner or Occupier shall be considered to occupy the boulevard and sidewalks immediately adjacent to their property.
- 5.2. A person shall not cause or permit a nuisance or unsightly condition to exist on property they own or occupy.
- 5.3. A nuisance or unsightly condition in respect of property means property that shows serious disregard for general maintenance and upkeep, whether it is detrimental to the surrounding area or not, including but not limited to:
- 5.3.1. excessive accumulation of material including building materials, appliances, household goods, boxes, tires and vehicle parts whether of apparent value or not
- 5.3.2. loose litter, garbage, refuse or animal feces, whether located in a storage area, collection area or elsewhere on the property.
- 5.3.3. unkept grass longer than 10 cm, and weeds
- 5.3.4. any excavation, depression, drain or ditch, watercourse, pond, surface water or other matter or thing that may be dangerous to the public safety or health
- 5.3.5. production of any generally offensive odor originating from the Property
- 5.3.6. dense or opaque dust emitted into the atmosphere,
- 5.3.7. any tree, shrub, other type of vegetation or any structure that:

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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- 5.3.7.1. Interferes or could interfere with any public work or utility
- 5.3.7.2. Obstructs any sidewalk or highway adjacent to the property; or
- 5.3.7.3 Impairs visibility required for safe traffic flow at any intersection adjacent to the property
- 5.3.8. the failure to keep property in a reasonable state of repair and shows significant deterioration of buildings, structures, fences or improvements or portions of buildings, structures, or improvements.
- 5.4. In the case of salvage yards, auto wreckers or other businesses which by their nature appear to be untidy or unsightly, the property shall be obscured from view by approved screening from surrounding properties.
- 5.5. In the case of private or general contractors during the construction, renovation or demolition of a building, the property shall be kept in a reasonable condition so as not to constitute a nuisance and shall secure all manner of debris so as to prevent it from blowing onto any other private or public property.
- 5.6. Two (2) inoperable motor vehicles, either insured and registered or uninsured and nonregistered, may be allowed on any property and including Owner or Occupier's properties. Such motor vehicles shall be covered by a tarpaulin or placed in an approved structure in accordance with the Land Use Bylaw.
- 5.7. Notwithstanding Section 5.6, motor vehicles that may be considered dilapidated or derelict due to an incident or accident, may be stored on a property but for no more than 14 days.
- 5.8. At no time shall motor vehicles referred to in Sections 5.6 and 5.7 be stored in any front yard other than in a parking area where motor vehicles are intended to be parked.

**6. UNOCCUPIED, ABANDONED STRUCTURES**

- 6.1. Unoccupied and abandoned structures may be detrimental to the surrounding area causing the decline of the market value of property, and notwithstanding Section 5.3, a nuisance and unsightly condition.
- 6.2. Unoccupied and abandoned structures may include a structure whose exterior shows signs of significant physical deterioration and in respect of land, includes land that shows signs of a serious disregard for general maintenance or upkeep, to which is ultimately the responsibility of the owner to keep structures and property in a reasonable state of repair.
- 6.3. If a structure is normally intended for human habitation is unoccupied and/or abandoned, any and all doors and window openings in the structure shall be secured in a manner sufficient to prevent unauthorized entry into the structure while at the same time not detracting from the appearance of the structure.
- 6.4. A structure that is dangerous to the public safety or property, because of its unsightly condition, is detrimental to the surrounding area, an order may be written to require the owner of the structure to:
  - 6.4.1 eliminate the danger to public safety in the manner specified, or remove or demolish the structure and level the site, or
  - 6.4.2 require the owner of the property that is in an unsightly condition to improve the appearance of the property in the manner specified, or

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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6.4.3 if the property is a structure, remove or demolish the structure and level the site

**7. WATER, EAVESTROUGHS, DOWNSPOUTS**

7.1. No Owner or Occupier of a property shall allow a flow of water from a hose or similar device on the property to be directed toward an adjacent property

7.2. An Owner or Occupier of a property shall direct any rainwater, downspout or eavestrough on the property towards the:

7.2.1. Front of the property

7.2.2. Rear of the property

7.2.3. Side yard which does not abut another property; or

7.2.4. A side yard which abuts another property only if there is a minimum of 6 (six) meters of permeable ground between the outfall of the downspout or eavestrough and the adjacent property.

**8. SNOW, ICE, DEBRIS OR OBSTRUCTION**

8.1. All persons within the town owning, controlling or occupying property that adjoins any sidewalks shall remove or cause to be removed and cleared away, all snow, ice, dirt, debris or other material from that part of the sidewalk adapted to the use of pedestrians. Such removal shall be completed within ninety-six (96) hours of the time when the snow, ice, dirt, debris or other material was formed or deposited thereon. Where an Owner or Occupier anticipates being absent, the Owner or Occupier must ensure the sidewalks are maintained in accordance with this bylaw.

8.2. No Person shall remove snow, ice, dirt, debris or other materials from any sidewalk or property and place such items:

8.2.1. onto any portion of a highway other than an adjacent boulevard

8.2.2. onto any other public place adjacent to such property; or

8.2.3. onto any property other than their own unless permission is obtained.

8.3. An Owner or Occupier of a building abutting or within three (3) meters of any highway or public place, shall remove snow or ice that has accumulated on the roof, eaves or awning to the extent that a danger or risk is created to the public passing or the property of others. The corrective action shall be undertaken immediately with due care for the warning and safety of public passing or the property of others.

8.4. If water drips from a building or awning upon a sidewalk or highway, the Owner or Occupier of the property shall clean the sidewalk or highway portion thereof to prevent ice from forming thereon.

8.5. No person shall place any goods, wares, merchandise or any other article upon a sidewalk or highway outside any shop, warehouse or other building so as to obstruct or cause a hazard to pedestrian or vehicular traffic.

8.6. Any sign, notice or other object placed on or beside a highway or other public lands, shall be removed without notice or warning to the person or persons erecting it unless placement of the object is authorized pursuant to the Land Use Bylaw.

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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**9. OUTDOOR FIRES**

- 9.1. In this part a fire hazard means a possible source of danger or risk of injury or harm by fire to a person or property.
- 9.2. Where the Fire Chief or a Peace Officer determines a fire hazard to exist, they may order the Owner or Occupier to reduce or remove the hazard within a fixed time.

**10. FIRE PIT STANDARDS**

- 10.1. In this part, a fire pit means an outdoor receptacle used for recreational fire that meets the following specifications:
  - 10.1.1. Measured from the nearest edge, must be a minimum of 4 meters (13.1 feet) from any part of the residence including overhang;
  - 10.1.2. Measured from the nearest edge, must be a minimum of three meters (9.84 feet) from any property line, out buildings, overhead power lines, or combustible materials such as fences, trees etc;
  - 10.1.3. The opening shall be no greater than .8 meters (32 inches) in width as measured across its widest part;
  - 10.1.4. Shall have a depth of no less than .3 meters (12 inches);
  - 10.1.5. In operation, shall have a spark arrester screen on it with maximum openings of 1.27 centimeters (1/2 inch);
  - 10.1.6. If there is no place on the property where a fire pit may be located using the above distances, a variance of the above clearances may be applied for. If, in the opinion of the Fire Chief or his designate, such safeguards and precautions are in place, and the fire pit will be used safely, a variance may be granted with the person or persons obtaining the variance assuming all liability regarding the use of the fire pit.
- 10.2. When using a fire pit there shall be no burning of grass, weeds, tree limbs, garden refuse, garbage, or other material and not anything in contrary of federal, provincial, or municipal legislation or regulations.
- 10.3. Every Owner or Occupier, who builds, ignites, or allows a fire in an approved fire pit must ensure that:
  - 10.3.1. Only dry or seasoned wood intended for recreational purposes is used
  - 10.3.2. A means of extinguishing the fire is available while the fire is burning
  - 10.3.3. The flames from the fire do not exceed 1meter in height at any time
  - 10.3.4. The fire is supervised by a responsible person
  - 10.3.5. Prior to leaving the fire, the fire is extinguished completely, leaving only cold ashes.

**11. FIRE BAN**

- 11.1. Notwithstanding any provision of this or any other bylaw the Fire Chief or their designate may declare a partial or complete ban on burning of any kind within the Town limits.

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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- 11.2. No Person shall build, ignite, or allow any kind of fire contrary to a fire ban declared by the Fire Chief or their designate.

**12. NOISE**

- 12.1. Except to the extent it is allowed by this bylaw, no person shall make, continue, cause or allow to be made or continued any loud, unnecessary or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of other Persons within the limits of the Town.
- 12.2. Domestic Noise: No person shall operate a power or hand mower or chainsaw in a residential area unless:
- 12.2.1. It is between the hours of 8:00a.m. and 10:00 p.m., Monday to Friday; or
- 12.2.2. It is between the hours of 9:00a.m. and 9:00p.m., Saturday, Sunday and statutory holidays.
- 12.3. Powered Toys: no person shall operate a powered toy powered by an engine of any type in a residential area except during the hours described in Section 12.2.1. and 12.2.2.
- 12.4. Snow clearing device: no person shall operate a snow clearing device powered by an engine of any type in a residential area except during the hours as described in Section 12.2.1 or 12.2.2.
- 12.5. Seasonal Construction Noise
- 12.5.1. No Person shall carry on construction activities of any type which involves hammering, sawing or the use of any mechanical tools or equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried on in any district other than one designated in the Land Use Bylaw as an Agricultural District or an Industrial District unless it is between the hours of 7:00a.m. and 10:00p.m. Monday to Friday or 9:00a.m. and 9:00p.m., Saturday, Sunday and statutory holidays.
- 12.5.2. The provision of the section does not apply to any work of an emergency nature.

**13. STANDARDS FOR PUBLIC ACTIVITIES**

- 13.1. A person shall not urinate or defecate in a public place, except in a facility designed and intended for such use.
- 13.2. A person shall not leave any litter, garbage, or other refuse in a public place, except in a receptacle designed and intended for such use.

**14. MISCELLANEOUS RESTRICTIONS AND PROHIBITIONS**

- 14.1. The Owner or Occupier is responsible for any object or good disposed of or from the property onto any portion of a highway.
- 14.2. A motor vehicle found to be leaking engine, transmission or brake fluid, antifreeze or any other environmentally harmful fluids of any type shall be deemed to constitute a danger to public safety and may be towed away and the fluids removed from the street at the expense of the registered Owner of the motor vehicle.
- 14.3. No person shall dispose of anything into a sewer, manhole, or catch basin except those persons authorized by issuance of a permit by the Town Manager and at those sites so designated by the Town Manager or as outlined in the utilities bylaw for the town.

**TOWN OF BON ACCORD COMMUNITY STANDARDS**  
**BYLAW #2021-05**

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14.4. No person shall tamper with or remove a manhole cover or valve cover from its seat base without authorization from the Town Manager.

**15. ADDRESSING**

15.1. The Owner of a property on which a building has been erected shall display the civic address number assigned to the property at a location plainly visible from the highway in front of property.

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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**16. ENFORCEMENT**

16.1. A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

**17. ORDER TO REMEDY**

17.1. Pursuant to the Municipal Government Act, if a designated officer believes, on reasonable grounds, that a person is contravening this bylaw, the designated officer may, by written order require any person responsible for the contravention to remedy it.

17.2. The order may:

17.2.1. Direct a person to stop doing something, or to change the way in which the person is doing it

17.2.2. Direct a person to take any action or measures necessary to remedy the contravention of this bylaw and to prevent a re-occurrence of the contravention

17.2.3. State a time within which the person must comply with the directives.

17.2.4. State that if the person does not comply with the directives within a specified time, the Town will take the necessary actions or measures required to remedy the contravention, at the expense of the person.

17.3. Pursuant to the Municipal Government Act the expenses and cost of an action or measure taken by the Town under this section are an amount owing to the Town by the person who contravened the bylaw.

17.4. Pursuant to the Municipal Government Act, a Council may add the following amount to the tax roll of a parcel of land:

17.4.1. Unpaid expenses and costs referred to in the Municipal Government Act if the Owner of the property contravened the bylaw and the contravention occurred on all or part of the property.

17.4.2. Any administrative charges as set in policy by Council resolution as amended from time to time.

17.5. A person named in and served with an order issued pursuant to this section shall comply with any action or measure required to be taken within the time specified.

17.6. An order issued pursuant to this section may be served:

17.6.1. in the case of an individual:

17.6.1.1. by delivering it personally to the individual,

17.6.1.2. by leaving it for the individual at their apparent place of residence with someone who appears to be at least 18 years of age, or

17.6.1.3. by registered mail addressed to the individual at their apparent place of residence or to any address for the individual on the tax roll of the Town; and

17.6.2. in the case of a corporation:

17.6.2.1. by delivering personally to any director or officer of the corporation,



**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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17.6.2.2. by delivering it personally to a Person apparently in charge of an office of the corporation at an address held out by the corporation to be its address, or

17.6.2.3. by registered mail addressed to the registered office of the corporation.

**18. OBSTRUCTION**

18.1. A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this bylaw.

**19. GENERAL**

19.1. Without restricting any other power, duty or function granted by this bylaw, the Chief Administrative Officer or any Peace Officer may:

19.1.1. Carry out any inspection to determine compliance with this bylaw, or take any steps or carry out any action required to enforce this bylaw, or

19.1.2. Take any steps or carry out any actions required to remedy a contravention of this bylaw, or

19.1.3. Establish investigation and enforcement procedures with respect to property and such procedures may differ depending on the type of property in question.

**20. APPEAL PROCEDURE**

20.1 Appeal of a Directive

20.1.1 Any persons who believe that a directive unfairly affects them, may appeal to the Committee by delivering an Appeal Notice in person, or sending it by mail, to:

Chief Administrative Officer  
Town of Bon Accord  
5025 – 50 Avenue, Box 779  
Bon Accord, Alberta T0A 0K0

within 14 days after service of the directive.

20.2 Date of Appeal

20.2.1 If the Chief Administrative Officer receives an Appeal Notice within 14 days after service of the directive, the Chief Administrative Officer must place the Appeal Notice on the Committee's agenda.

20.2.2 When the matter has been placed on an agenda, the Chief Administrative Officer must send written notice of the date and location of the hearing to the Appellant at the address given in the Appeal Notice and, if the Appellant is not the Owner registered under the Land Titles Act, the Chief Administrative Officer must also send this written notice to that Owner.

20.2.3 If the Chief Administrative Officer receives the Appeal Notice after the 14 day period referred to in Section 20.2.1, the Chief Administrative Officer will not place the Appeal Notice on the Committee's agenda. The Chief Administrative Officer will notify the Appellant at the address given in the Appeal Notice that the appeal will not be heard.

20.3 After hearing the appeal, the Committee may confirm, vary, substitute, or cancel the directive.

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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20.4 Service of Directive

- 20.4.1 The Town must serve written notice of the Committee's directive by delivering it or sending it by registered mail to the Appellant, and the Owner registered under the Land Titles Act.

20.5 Appeal to Court

- 20.5.1 Any persons who are affected by the Committee's directive may appeal to the Court of Queen's Bench as allowed under the Municipal Government Act. The appeal must be filed with the Court of Queen's Bench and served on the Town within 30 days after service of the Committee's directive.

**21. OFFENCE**

- 21.1. A person who contravenes any provision of this bylaw is guilty of an offence.

**22. ENFORCEMENT**

- 22.1. A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

**23. OFFENCES & PENALTIES**

- 23.1. A Person who is guilty of an offence is liable, upon summary conviction, to a specified penalty for that offence.
- 23.2. Notwithstanding section 22.1 of this bylaw, any person who commits a second or subsequent offence under this bylaw within ONE (1) year of committing a first offence under this Bylaw, is liable upon summary conviction to the fine as set out in this Bylaw, for that offence.
- 23.3. Under no circumstances shall a person contravening any provision of this Bylaw be subject to the penalty of imprisonment.

**24. VIOLATION TAGS**

- 24.1. A Peace Officer is hereby authorized and empowered to issue a violation tag to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.
- 24.2. A violation tag may be served:
- 24.2.1. in the case of an individual:
- 24.2.1.1. by delivering it personally to the individual
- 24.2.1.2. by leaving it for the individual at the apparent place of residence with someone who appears to be at least 18 years of age; or
- 24.2.1.3. by mail addressed to the individual at the apparent place of residence or to any address for the individual on the tax roll of the Town; and
- 24.2.2. in the case of a corporation:
- 24.2.2.1. by delivering personally to any director or officer of the corporation
- 24.2.2.2. by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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24.2.2.3. by mail addressed to the registered office of the corporation.

24.3. A violation tag issued pursuant to this Bylaw shall be in a form approved by the Chief Administrative Officer and shall state:

24.3.1. The name of the person to whom the violation tag is issued

24.3.2. A description of the property upon which the offence has been committed, if applicable

24.3.3 A description of the offence and the applicable bylaw section

24.3.4. The appropriate penalty for the offence as specified in this Bylaw

24.3.5. The time in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and

24.3.6. Any other information as may be required by the Chief Administrative Officer.

24.4. Where a violation tag has been issued pursuant to this Bylaw, the person to whom the violation tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town, the penalty specified on the violation tag.

24.5 Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a violation ticket.

**25. VIOLATION TICKETS**

25.1 In those cases where a violation tag has been issued, and if the penalty is not paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

25.2 Notwithstanding the foregoing provision of this bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

25.3 A violation ticket issued with respect to a contravention of this bylaw shall be served on the person responsible for the contravention in accordance with the Provincial Offences Procedure Act.

25.4 The Person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided for in this bylaw.

25.5 When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to section 24.4 and the Provincial Offences Procedure Act, the act of recording constitutes acceptance of a fine in the amount of the specified penalty.

**26. SEVERABILITY**

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

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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**27. COMING INTO FORCE**

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

27.2. This Bylaw will repeal bylaw 2020-19.

Read a first time this 4<sup>th</sup> day of May 2021.

  
\_\_\_\_\_  
Mayor Greg Mosychuk

  
\_\_\_\_\_  
Chief Administrative Officer Joyce Pierce

Read a second time this 4<sup>th</sup> day of May 2021.

  
\_\_\_\_\_  
Mayor Greg Mosychuk

  
\_\_\_\_\_  
Chief Administrative Officer Joyce Pierce

Read a third and final time this 4<sup>th</sup> day of May 2021.

  
\_\_\_\_\_  
Mayor Greg Mosychuk

  
\_\_\_\_\_  
Chief Administrative Officer Joyce Pierce

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

<b>Section No.</b>	<b>Offence</b>	<b>Penalty 1st Offence</b>	<b>Penalty 2nd Offence</b>	<b>Violation Ticket 1st Offence</b>	<b>Violation Ticket 2nd Offence</b>
5.2	Unsightly premise	\$100.00	\$150.00	\$200.00	\$250.00
5.3.1	Excessive accumulation of materials	\$100.00	\$150.00	\$200.00	\$250.00
5.3.2	Loose litter garbage not properly stored	\$100.00	\$150.00	\$200.00	\$250.00
5.3.3	Unkept grass	\$100.00	\$150.00	\$200.00	\$250.00
5.3.5	Creating odor	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.1	Tree interferes with public works	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.2	Tree obstructing sidewalk or highway	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.3	Tree impairing visibility	\$100.00	\$150.00	\$200.00	\$250.00
5.3.7	Property showing significant deterioration	\$100.00	\$150.00	\$200.00	\$250.00
5.5	Debris during construction or demolition	\$100.00	\$150.00	\$200.00	\$250.00
5.6	More than 2 derelict vehicles	\$100.00	\$150.00	\$200.00	\$250.00
5.7	Derelict vehicle longer than 14 days untarped	\$100.00	\$150.00	\$200.00	\$250.00
5.8	Vehicle in front yard	\$100.00	\$150.00	\$200.00	\$250.00
6.1	No securing unoccupied building	\$100.00	\$150.00	\$200.00	\$250.00
7.1	Water flowing onto adjacent property	\$100.00	\$150.00	\$200.00	\$250.00
8.2.1,8.2.2,8.2.3	Placing snow off property	\$50.00	\$100.00	\$100.00	\$150.00
8.5	Removal of snow from eaves	\$50.00	\$100.00	\$100.00	\$150.00
8.6	Objects on sidewalk to cause obstruction	\$50.00	\$100.00	\$100.00	\$150.00
9.2	Fire hazard	\$50.00	\$100.00	\$100.00	\$150.00

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

10.1.1	Fire pit not meeting guidelines	\$50.00	\$100.00	\$100.00	\$150.00
10.1.2	Fire pit opening to large	\$50.00	\$100.00	\$100.00	\$150.00
10.1.3	Non-combustible material	\$50.00	\$100.00	\$100.00	\$150.00
10.1.4	Fire pit with no spark arrester	\$50.00	\$100.00	\$100.00	\$150.00
10.1.5	Fire pit placed over or under utility lines	\$50.00	\$100.00	\$100.00	\$150.00
10.2	Burning of non-seasoned wood	\$100.00	\$150.00	\$150.00	\$200.00
10.3.2	No extinguisher available	\$50.00	\$100.00	\$150.00	\$200.00
10.3.4	No supervisor	\$50.00	\$100.00	\$150.00	\$200.00
10.3.5	No means of extinguishing	\$50.00	\$100.00	\$150.00	\$200.00
11.2	Burning while there is a fire ban	\$100.00	\$200.00	\$200.00	\$250.00
12.1	Noise	\$100.00	\$200.00	\$200.00	\$250.00
1.2.1,12.2.2	Operation of power or hand mower	\$50.00	\$100.00	\$100.00	\$200.00
12.3	Operation of model aircraft	\$50.00	\$100.00	\$100.00	\$200.00
12.4	Operation of snow clearing device	\$50.00	\$100.00	\$100.00	\$200.00
12.5.1	Construction off time limit	\$50.00	\$100.00	\$100.00	\$200.00
14.2	Leaking vehicle	\$100.00	\$150.00	\$100.00	\$150.00
15.1	Address in front	letter	\$50.00	\$100.00	\$150.00
14.3	Disposing into sewer	\$100.00	\$150.00	\$100.00	\$150.00
14.4	Tampering with manhole cover	\$100.00	\$150.00	\$100.00	\$150.00

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2021-05**

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SCHEDULE "A"

APPEAL NOTICE – BYLAW #2021-05

(If you want to appeal the Directive, you must serve this Appeal Notice by mailing or delivering it to the Chief Administrative Officer within 14 days after the Directive was served on you).

Dated: \_\_\_\_\_

To:       The Chief Administrative Officer  
          Town of Bon Accord  
          5025 – 50 Avenue, Box 779  
          Bon Accord, Alberta   T0A 0K0

I am appealing the Directive dated: \_\_\_\_\_ No.: \_\_\_\_\_

Property Address: \_\_\_\_\_

You may give reasons for your appeal:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

\_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Numbers: Home - \_\_\_\_\_ Work - \_\_\_\_\_

Note: Only appeals filed within the 14-day period will be heard by Town Council's Committee. You will be notified by mail of the date and location of the hearing.

**Bylaw 2022-13**



**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2022-13**

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**A BYLAW OF THE TOWN OF BON ACCORD IN THE PROVINCE OF ALBERTA FOR THE PURPOSE  
OF REGULATING COMMUNITY STANDARDS AND CONTROLLING AND REDUCING NUISANCES  
AND UNSIGHTLY CONDITIONS WITHIN THE TOWN OF BON ACCORD.**

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WHEREAS, under the authority of the Municipal Government Act, being Chapter M-26 the Revised Statutes of Alberta and amendments thereto, a Council may pass bylaws respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property,
- b) nuisances, including unsightly properties; and
- c) clearing of all snow, ice, soil, and other obstructions from the sidewalks situated on land adjoining the property owned or occupied by them.

AND WHEREAS, under the authority of the Safety Codes Act, being Chapter S-1 of the Revised Statutes of Alberta and amendments thereto, a Council may pass bylaws regarding maintenance standards for buildings and other structures.

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

**1. NAME**

1.1. This Bylaw shall be cited as the "Community Standards Bylaw".

**2. ENFORCEMENT**

2.1. The Town of Bon Accord is not required to enforce this Bylaw or parts of this Bylaw. In deciding whether to enforce this Bylaw or parts of this Bylaw the Town may take into account any practical concerns, including available municipal budget and personnel resources.

**3. DEFINITIONS**

3.1. "*Appeal Notice*" a notice under Section 20 in the form attached as Schedule "A"

3.2. "*Appellant*" persons appealing a directive given under Section 20.

3.3. "*Boulevard*" means that part of a Highway that:

3.3.1. is not a roadway, and

3.3.2. is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.

3.4. "*Building*" means anything constructed or placed on, in, over or under land but does not include a Highway.

3.5. "*Chief Administrative Officer*" means the individual appointed as such under the Municipal Government Act R.S.A. 2000,c. M-26 as amended or repealed and replaced from time to time and regulation there under, by Council, also known as the Town Manager.

3.6. "*Committee*" the committee of Council dealing with appeals filed under Section 20.

3.7. "*Council*" means the Council of the Town of Bon Accord.

**TOWN OF BON ACCORD COMMUNITY STANDARDS**  
**BYLAW #2022-13**

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- 3.8. "*Directive*" means an official or authoritative instruction, command or order.
- 3.9. "*Fire*" means any combustible material in a state of combustion.
- 3.10. "*Fire Chief or District Chief*" means a Manager of Bon Accord Fire Department who performs the duties and responsibilities as outlined in this or the Fire Bylaw.
- 3.11. "*Fire Department*" means the Town department duly appointed as the Fire Department by Council.
- 3.12. "*Highway*" means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of them, whether public or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
- 3.12.1. a sidewalk including a boulevard adjacent to the sidewalk.
  - 3.12.2. if a ditch lies adjacent to and parallel with the roadway, the ditch; and
  - 3.12.3. if a Highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the roadway, as the case may be but does not include a place by regulation not to be a Highway.
- 3.13. "*Inspector*" anyone who is authorized by the Chief Administrative Officer, By-law Enforcement Officer, Assessor, Police, Fire Chief, or Operations Manager to enter and inspect property.
- 3.14. "*Land Use Bylaw*" means the Town's Land Use Bylaw, as amended.
- 3.15. "*Motor Vehicle*" means a vehicle propelled by any power other than muscular power.
- 3.16. "*Occupier*" means a Person occupying Property, including a lessee or licensee, who has actual use possession, or control of the Property.
- 3.17. "*Owner*" means the registered Owner of Property shown as the Owner of a parcel of land on the Town assessment roll prepared by the Town pursuant to the Municipal Government Act.
- 3.18. "Enforcement Officer" means:
- 3.18.1. a member of the Royal Canadian Mounted Police
  - 3.18.2. a member of a municipal police service
  - 3.18.3. a Community Peace Officer where under that person's appointment by Council of the Town of Bon Accord is empowered to carry out the duties of a Community Peace Officer
  - 3.18.4. a Bylaw Enforcement Officer where under that person's appointment by Council of the Town of Bon Accord is empowered to carry out the duties of a Bylaw Enforcement Officer.
- 3.19. "*Person*" means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative.
- 3.20. "*Property*" means real Property and any Building and improvements thereon.
- 3.21. "*Public Place*" means a property, whether publicly or privately owned, to which members of the public have access as a right or by express implied invitation, whether on payment of any fee or not.

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
BYLAW #2022-13**

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- 3.22. "*Sidewalk*" means that part of a highway especially adapted to the user or ordinarily used by pedestrians and includes that part of a highway between the curb line, or where there is no curb line, the edge of the highway and the adjacent property line whether or not it is paved or improved.
- 3.23. "*Town*" means the Municipal Corporation of the Town of Bon Accord.
- 3.24. "*Violation Tag*" means a tag or similar document issued by the Town pursuant to the Municipal Government Act R.S.A. 2000, c. M-26 as amended or repealed and replaced from time to time and regulation there under.
- 3.25. "*Violation Ticket*" means a ticket issued pursuant to the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time and regulations there under.
- 3.26. "*Weed*" means any plant designated as either a noxious weed or prohibited noxious weed in accordance with the Weed Control Act, R.S.A, c. W-5.1as amended or repealed and replaced from time to time and regulations there under.

#### **4. INTERPRETATIONS**

- 4.1. An Owner is ultimately responsible for all activities on their property which may constitute an infraction of this bylaw.
- 4.2. Nothing in this bylaw relieves a Person from complying with any Federal or Provincial statute or regulation.

#### **5. PROPERTY MAINTENANCE/LAND AND BUILDINGS**

- 5.1. A person who is the Owner or Occupier shall be considered to occupy the boulevard and sidewalks immediately adjacent to their property.
- 5.2. A person shall not cause or permit a nuisance or unsightly condition to exist on property they own or occupy.
- 5.3. A nuisance or unsightly condition in respect of property means property that shows serious disregard for general maintenance and upkeep, whether it is detrimental to the surrounding area or not, including but not limited to:
- 5.3.1. excessive accumulation of material including building materials, appliances, household goods, boxes, tires and vehicle parts whether of apparent value or not
  - 5.3.2. loose litter, garbage, refuse or animal feces, whether located in a storage area, collection area or elsewhere on the property.
  - 5.3.3. unkept grass longer than 10 cm, and weeds
  - 5.3.4. any excavation, depression, drain or ditch, watercourse, pond, surface water or other matter or thing that may be dangerous to the public safety or health
  - 5.3.5. production of any generally offensive odor originating from the Property
  - 5.3.6. dense or opaque dust emitted into the atmosphere,
  - 5.3.7. any tree, shrub, other type of vegetation or any structure that:
    - 5.3.7.1. Interferes or could interfere with any public work or utility
    - 5.3.7.2. Obstructs any sidewalk or highway adjacent to the property; or
    - 5.3.7.3. Impairs visibility required for safe traffic flow at any intersection adjacent to the property

**TOWN OF BON ACCORD COMMUNITY STANDARDS**  
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- 5.3.8. the failure to keep property in a reasonable state of repair and shows significant deterioration of buildings, structures, fences or improvements or portions of buildings, structures, or improvements.
- 5.4. In the case of salvage yards, auto wreckers or other businesses which by their nature appear to be untidy or unsightly, the property shall be obscured from view by approved screening from surrounding properties.
- 5.5. In the case of private or general contractors during the construction, renovation or demolition of a building, the property shall be kept in a reasonable condition so as not to constitute a nuisance and shall secure all manner of debris so as to prevent it from blowing onto any other private or public property.
- 5.6. Two (2) inoperable motor vehicles, either insured and registered or uninsured and nonregistered, may be allowed on any property and including Owner or Occupier's properties. Such motor vehicles shall be covered by a tarpaulin or placed in an approved structure in accordance with the Land Use Bylaw.
- 5.7. Notwithstanding Section 5.6, motor vehicles that may be considered dilapidated or derelict due to an incident or accident, may be stored on a property but for no more than 14 days.
- 5.8. At no time shall motor vehicles referred to in Sections 5.6 and 5.7 be stored in any front yard other than in a parking area where motor vehicles are intended to be parked.

**6. UNOCCUPIED, ABANDONED STRUCTURES**

- 6.1. Unoccupied and abandoned structures may be detrimental to the surrounding area causing the decline of the market value of property, and notwithstanding Section 5.3, a nuisance and unsightly condition.
- 6.2. Unoccupied and abandoned structures may include a structure whose exterior shows signs of significant physical deterioration and in respect of land, includes land that shows signs of a serious disregard for general maintenance or upkeep, to which is ultimately the responsibility of the owner to keep structures and property in a reasonable state of repair.
- 6.3. If a structure is normally intended for human habitation is unoccupied and/or abandoned, any and all doors and window openings in the structure shall be secured in a manner sufficient to prevent unauthorized entry into the structure while at the same time not detracting from the appearance of the structure.
- 6.4. A structure that is dangerous to the public safety or property, because of its unsightly condition, is detrimental to the surrounding area, an order may be written to require the owner of the structure to:
- 6.4.1. eliminate the danger to public safety in the manner specified, or remove or demolish the structure and level the site, or
  - 6.4.2. require the owner of the property that is in an unsightly condition to improve the appearance of the property in the manner specified, or
  - 6.4.3. if the property is a structure, remove or demolish the structure and level the site

**7. WATER, EAVESTROUGHS, DOWNSPOUTS**

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- 7.1. No Owner or Occupier of a property shall allow a flow of water from a hose or similar device on the property to be directed toward an adjacent property
- 7.2. An Owner or Occupier of a property shall direct any rainwater, downspout or eavestrough on the property towards the:
- 7.2.1. Front of the property
  - 7.2.2. Rear of the property
  - 7.2.3. Side yard which does not abut another property; or
  - 7.2.4. A side yard which abuts another property only if there is a minimum of 6 (six) meters of permeable ground between the outfall of the downspout or eavestrough and the adjacent property.

**8. SNOW, ICE, DEBRIS OR OBSTRUCTION**

- 8.1. All persons within the town owning, controlling or occupying property that adjoins any sidewalks shall remove or cause to be removed and cleared away, all snow, ice, dirt, debris or other material from that part of the sidewalk adapted to the use of pedestrians. Such removal shall be completed within ninety-six (96) hours of the time when the snow, ice, dirt, debris or other material was formed or deposited thereon. Where an Owner or Occupier anticipates being absent, the Owner or Occupier must ensure the sidewalks are maintained in accordance with this bylaw.
- 8.2. No Person shall remove snow, ice, dirt, debris or other materials from any sidewalk or property and place such items:
- 8.2.1. onto any portion of a highway other than an adjacent boulevard
  - 8.2.2. onto any other public place adjacent to such property; or
  - 8.2.3. onto any property other than their own unless permission is obtained.
- 8.3. An Owner or Occupier of a building abutting or within three (3) meters of any highway or public place, shall remove snow or ice that has accumulated on the roof, eaves or awning to the extent that a danger or risk is created to the public passing or the property of others. The corrective action shall be undertaken immediately with due care for the warning and safety of public passing or the property of others.
- 8.4. If water drips from a building or awning upon a sidewalk or highway, the Owner or Occupier of the property shall clean the sidewalk or highway portion thereof to prevent ice from forming thereon.
- 8.5. No person shall place any goods, wares, merchandise or any other article upon a sidewalk or highway outside any shop, warehouse or other building so as to obstruct or cause a hazard to pedestrian or vehicular traffic.
- 8.6. Any sign, notice or other object placed on or beside a highway or other public lands, shall be removed without notice or warning to the person or persons erecting it unless placement of the object is authorized pursuant to the Land Use Bylaw.

**9. FIRES, FIRE PIT STANDARDS AND FIRE BANS**

- 9.1. **Reference Fire Services Bylaw**

**9. OUTDOOR FIRES**

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~~9.1. In this part a fire hazard means a possible source of danger or risk of injury or harm by fire to a person or property.~~

~~9.2. Where the Fire Chief or a Peace Officer determines a fire hazard to exist, they may order the Owner or Occupier to reduce or remove the hazard within a fixed time.~~

**10. FIRE PIT STANDARDS**

~~10.1. In this part, a fire pit means an outdoor receptacle used for recreational fire that meets the following specifications:~~

~~10.1.1. Measured from the nearest edge, must be a minimum of 4 meters (13.1 feet) from any part of the residence including overhang;~~

~~10.1.2. Measured from the nearest edge, must be a minimum of three meters (9.84 feet) from any property line, out buildings, overhead power lines, or combustible materials such as fences, trees etc;~~

~~10.1.3. The opening shall be no greater than .8 meters (32 inches) in width as measured across its widest part;~~

~~10.1.4. Shall have a depth of no less than .3 meters (12 inches);~~

~~10.1.5. In operation, shall have a spark arrester screen on it with maximum openings of 1.27 centimeters (1/2 inch);~~

~~10.1.6. If there is no place on the property where a fire pit may be located using the above distances, a variance of the above clearances may be applied for. If, in the opinion of the Fire Chief or his designate, such safeguards and precautions are in place, and the fire pit will be used safely, a variance may be granted with the person or persons obtaining the variance assuming all liability regarding the use of the fire pit.~~

~~10.2. When using a fire pit there shall be no burning of grass, weeds, tree limbs, garden refuse, garbage, or other material and not anything in contrary of federal, provincial, or municipal legislation or regulations.~~

~~10.3. Every Owner or Occupier, who builds, ignites, or allows a fire in an approved fire pit must ensure that:~~

~~10.3.1. Only dry or seasoned wood intended for recreational purposes is used~~

~~10.3.2. A means of extinguishing the fire is available while the fire is burning~~

~~10.3.3. The flames from the fire do not exceed 1 meter in height at any time~~

~~10.3.4. The fire is supervised by a responsible person~~

~~10.3.5. Prior to leaving the fire, the fire is extinguished completely, leaving only cold ashes.~~

**11. FIRE BAN**

~~11.1. Notwithstanding any provision of this or any other bylaw the Fire Chief or their designate may declare a partial or complete ban on burning of any kind within the Town limits.~~

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~~11.2. No Person shall build, ignite, or allow any kind of fire contrary to a fire ban declared by the Fire Chief or their designate.~~

**10. NOISE**

- 10.1. Except to the extent it is allowed by this bylaw, no person shall make, continue, cause or allow to be made or continued any loud, unnecessary or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of other Persons within the limits of the Town.
- 10.2. Domestic Noise: No person shall operate a power or hand mower or chainsaw in a residential area unless:
  - 10.2.1. It is between the hours of 8:00a.m. and 10:00 p.m., Monday to Friday; or
  - 10.2.2. It is between the hours of 9:00a.m. and 9:00p.m., Saturday, Sunday and statutory holidays.
- 10.3. Powered Toys: no person shall operate a powered toy powered by an engine of any type in a residential area except during the hours described in Section 10.2.1. and 10.2.2.
- 10.4. Snow clearing device: no person shall operate a snow clearing device powered by an engine of any type in a residential area except during the hours as described in Section 10.2.1 or 10.2.2.
- 10.5. Seasonal Construction Noise
  - 10.5.1. No Person shall carry on construction activities of any type which involves hammering, sawing or the use of any mechanical tools or equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried on in any district other than one designated in the Land Use Bylaw as an Agricultural District or an Industrial District unless it is between the hours of 7:00a.m. and 10:00p.m. Monday to Friday or 9:00a.m. and 9:00p.m., Saturday, Sunday and statutory holidays.
  - 10.5.2. The provision of the section does not apply to any work of an emergency nature.

**11. STANDARDS FOR PUBLIC ACTIVITIES**

- 11.1. A person shall not urinate or defecate in a public place, except in a facility designed and intended for such use.
- 11.2. A person shall not leave any litter, garbage, or other refuse in a public place, except in a receptacle designed and intended for such use.

**12. MISCELLANEOUS RESTRICTIONS AND PROHIBITIONS**

- 12.1. The Owner or Occupier is responsible for any object or good disposed of or from the property onto any portion of a highway.
- 12.2. A motor vehicle found to be leaking engine, transmission or brake fluid, antifreeze or any other environmentally harmful fluids of any type shall be deemed to constitute a danger to public safety and may be towed away and the fluids removed from the street at the expense of the registered Owner of the motor vehicle.

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12.3. No person shall dispose of anything into a sewer, manhole, or catch basin except those persons authorized by issuance of a permit by the Town Manager and at those sites so designated by the Town Manager or as outlined in the utilities bylaw for the town.

12.4. No person shall tamper with or remove a manhole cover or valve cover from its seat base without authorization from the Town Manager.

**13. ADDRESSING**

13.1. The Owner of a property on which a building has been erected shall display the civic address number assigned to the property at a location plainly visible from the highway in front of property.

**14. ENFORCEMENT**

14.1. A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

**15. ORDER TO REMEDY**

15.1. Pursuant to the Municipal Government Act, if a designated officer believes, on reasonable grounds, that a person is contravening this bylaw, the designated officer may, by written order require any person responsible for the contravention to remedy it.

15.2. The order may:

15.2.1. Direct a person to stop doing something, or to change the way in which the person is doing it

15.2.2. Direct a person to take any action or measures necessary to remedy the contravention of this bylaw and to prevent a re-occurrence of the contravention

15.2.3. State a time within which the person must comply with the directives.

15.2.4. State that if the person does not comply with the directives within a specified time, the Town will take the necessary actions or measures required to remedy the contravention, at the expense of the person.

15.3. Pursuant to the Municipal Government Act the expenses and cost of an action or measure taken by the Town under this section are an amount owing to the Town by the person who contravened the bylaw.

15.4. Pursuant to the Municipal Government Act, a Council may add the following amount to the tax roll of a parcel of land:

15.4.1. Unpaid expenses and costs referred to in the Municipal Government Act if the Owner of the property contravened the bylaw and the contravention occurred on all or part of the property.

15.4.2. Any administrative charges as set in policy by Council resolution as amended from time to time.

15.5. A person named in and served with an order issued pursuant to this section shall comply with any action or measure required to be taken within the time specified.

15.6. An order issued pursuant to this section may be served:

15.6.1. in the case of an individual:



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- 15.6.1.1. by delivering it personally to the individual,
- 15.6.1.2. by leaving it for the individual at their apparent place of residence with someone who appears to be at least 18 years of age, or
- 15.6.1.3. by registered mail addressed to the individual at their apparent place of residence or to any address for the individual on the tax roll of the Town; and

15.6.2. in the case of a corporation:

- 15.6.2.1. by delivering personally to any director or officer of the corporation,
- 15.6.2.2. by delivering it personally to a Person apparently in charge of an office of the corporation at an address held out by the corporation to be its address, or
- 15.6.2.3. by registered mail addressed to the registered office of the corporation.

**16. OBSTRUCTION**

- 16.1. A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this bylaw.

**17. GENERAL**

- 17.1. Without restricting any other power, duty or function granted by this bylaw, the Chief Administrative Officer or any Peace Officer may:

- 17.1.1. Carry out any inspection to determine compliance with this bylaw, or take any steps or carry out any action required to enforce this bylaw, or
- 17.1.2. Take any steps or carry out any actions required to remedy a contravention of this bylaw, or
- 17.1.3. Establish investigation and enforcement procedures with respect to property and such procedures may differ depending on the type of property in question.

**18. APPEAL PROCEDURE**

18.1. Appeal of a Directive

- 18.1.1. Any persons who believe that a directive unfairly affects them, may appeal to the Committee by delivering an Appeal Notice in person, or sending it by mail, to:

Chief Administrative Officer  
Town of Bon Accord  
5025 – 50 Avenue, Box 779  
Bon Accord, Alberta T0A 0K0

within 14 days after service of the directive.

18.2. Date of Appeal

- 18.2.1. If the Chief Administrative Officer receives an Appeal Notice within 14 days after service of the directive, the Chief Administrative Officer must place the Appeal Notice on the Committee's agenda.
- 18.2.2. When the matter has been placed on an agenda, the Chief Administrative Officer must send written notice of the date and location of the hearing to the Appellant at the address given in the Appeal Notice and, if the Appellant is not the Owner registered under the Land Titles Act, the Chief Administrative Officer must also send this written notice to that Owner.

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18.2.3. If the Chief Administrative Officer receives the Appeal Notice after the 14 day period referred to in Section 20.2.1, the Chief Administrative Officer will not place the Appeal Notice on the Committee's agenda. The Chief Administrative Officer will notify the Appellant at the address given in the Appeal Notice that the appeal will not be heard.

18.3. After hearing the appeal, the Committee may confirm, vary, substitute, or cancel the directive.

18.4. Service of Directive

18.4.1. The Town must serve written notice of the Committee's directive by delivering it or sending it by registered mail to the Appellant, and the Owner registered under the Land Titles Act.

18.5. Appeal to Court

18.5.1. Any persons who are affected by the Committee's directive may appeal to the Court of Queen's Bench as allowed under the Municipal Government Act. The appeal must be filed with the Court of Queen's Bench and served on the Town within 30 days after service of the Committee's directive.

## **19. OFFENCE**

19.1. A person who contravenes any provision of this bylaw is guilty of an offence.

## **20. ENFORCEMENT**

20.1. A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

## **21. OFFENCES & PENALTIES**

21.1. A Person who is guilty of an offence is liable, upon summary conviction, to a specified penalty for that offence.

21.2. Notwithstanding section 22.1 of this bylaw, any person who commits a second or subsequent offence under this bylaw within ONE (1) year of committing a first offence under this Bylaw, is liable upon summary conviction to the fine as set out in this Bylaw, for that offence.

21.3. Under no circumstances shall a person contravening any provision of this Bylaw be subject to the penalty of imprisonment.

## **22. VIOLATION TAGS**

22.1. A Peace Officer is hereby authorized and empowered to issue a violation tag to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

22.2. A violation tag may be served:

22.2.1. in the case of an individual:

22.2.1.1. by delivering it personally to the individual

22.2.1.2. by leaving it for the individual at the apparent place of residence with someone who appears to be at least 18 years of age; or

22.2.1.3. by mail addressed to the individual at the apparent place of residence or to any address for the individual on the tax roll of the Town; and

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22.2.2. in the case of a corporation:

- 22.2.2.1. by delivering personally to any director or officer of the corporation
- 22.2.2.2. by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
- 22.2.2.3. by mail addressed to the registered office of the corporation.

22.3. A violation tag issued pursuant to this Bylaw shall be in a form approved by the Chief Administrative Officer and shall state:

- 22.3.1. The name of the person to whom the violation tag is issued
- 22.3.2. A description of the property upon which the offence has been committed, if applicable
- 22.3.3. A description of the offence and the applicable bylaw section
- 22.3.4. The appropriate penalty for the offence as specified in this Bylaw
- 22.3.5. The time in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and
- 22.3.6. Any other information as may be required by the Chief Administrative Officer.

22.4. Where a violation tag has been issued pursuant to this Bylaw, the person to whom the violation tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town, the penalty specified on the violation tag.

22.5. Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a violation ticket.

### **23. VIOLATION TICKETS**

23.1. In those cases where a violation tag has been issued, and if the penalty is not paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

23.2. Notwithstanding the foregoing provision of this bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

23.3. A violation ticket issued with respect to a contravention of this bylaw shall be served on the person responsible for the contravention in accordance with the Provincial Offences Procedure Act.

23.4. The Person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided for in this bylaw.

23.5. When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to section 24.4 and the Provincial Offences Procedure Act, the act of recording constitutes acceptance of a fine in the amount of the specified penalty.

### **24. SEVERABILITY**

24.1. It is the intention of Council that each separate provision of this bylaw shall be deemed independent of all other provisions, and it is further the intention of Council that if any provision of

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
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this bylaw be declared invalid, that provision shall be deemed to be severed and all other provisions of the bylaw shall remain in force and effect.

**25. ~~COMING INTO FORCE~~ **REPEAL****

~~27.1 This Bylaw shall come into full force and effect upon the day it receives third and final reading by Council~~

~~27.2. This Bylaw will repeal bylaw 2020-19.~~

25.1. The Community Standards Bylaw, being Bylaw #2021-05, is hereby repealed.

**Effective Date**

This Bylaw shall come into force when it has received third and final reading and has been signed.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a third time and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
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Read a first time this 4<sup>th</sup> day of May 2021.

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Mayor Greg Mosychuk  
Pierce

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Chief Administrative Officer Joyce

Read a second time this 4<sup>th</sup> day of May 2021.

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Mayor Greg Mosychuk  
Pierce

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Chief Administrative Officer Joyce

Read a third and final time this 4<sup>th</sup> day of May 2021.

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Mayor Greg Mosychuk  
Pierce

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Chief Administrative Officer Joyce

**TOWN OF BON ACCORD COMMUNITY STANDARDS  
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<b>Section No.</b>	<b>Offence</b>	<b>Penalty 1st Offence</b>	<b>Penalty 2nd Offence</b>	<b>Violation Ticket 1st Offence</b>	<b>Violation Ticket 2nd Offence</b>
5.2	Unsightly premise	\$100.00	\$150.00	\$200.00	\$250.00
5.3.1	Excessive accumulation of materials	\$100.00	\$150.00	\$200.00	\$250.00
5.3.2	Loose litter garbage not properly stored	\$100.00	\$150.00	\$200.00	\$250.00
5.3.3	Unkept grass	\$100.00	\$150.00	\$200.00	\$250.00
5.3.5	Creating odor	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.1	Tree interferes with public works	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.2	Tree obstructing sidewalk or highway	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.3	Tree impairing visibility	\$100.00	\$150.00	\$200.00	\$250.00
5.3.7	Property showing significant deterioration	\$100.00	\$150.00	\$200.00	\$250.00
5.5	Debris during construction or demolition	\$100.00	\$150.00	\$200.00	\$250.00
5.6	More than 2 derelict vehicles	\$100.00	\$150.00	\$200.00	\$250.00
5.7	Derelict vehicle longer than 14 days untarped	\$100.00	\$150.00	\$200.00	\$250.00
5.8	Vehicle in front yard	\$100.00	\$150.00	\$200.00	\$250.00
6.1	No securing unoccupied building	\$100.00	\$150.00	\$200.00	\$250.00
7.1	Water flowing onto adjacent property	\$100.00	\$150.00	\$200.00	\$250.00
8.2.1,8.2.2,8.2.3	Placing snow off property	\$50.00	\$100.00	\$100.00	\$150.00
8.5	Removal of snow from eaves	\$50.00	\$100.00	\$100.00	\$150.00
8.6	Objects on sidewalk to cause obstruction	\$50.00	\$100.00	\$100.00	\$150.00

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9.2	Fire hazard	\$50.00	\$100.00	\$100.00	\$150.00
10.1.1	Fire pit not meeting guidelines	\$50.00	\$100.00	\$100.00	\$150.00
10.1.2	Fire pit opening to large	\$50.00	\$100.00	\$100.00	\$150.00
10.1.3	Non-combustible material	\$50.00	\$100.00	\$100.00	\$150.00
10.1.4	Fire pit with no spark arrester	\$50.00	\$100.00	\$100.00	\$150.00
10.1.5	Fire pit placed over or under utility lines	\$50.00	\$100.00	\$100.00	\$150.00
10.2	Burning of non-seasoned wood	\$100.00	\$150.00	\$150.00	\$200.00
10.3.2	No extinguisher available	\$50.00	\$100.00	\$150.00	\$200.00
10.3.4	No supervisor	\$50.00	\$100.00	\$150.00	\$200.00
10.3.5	No means of extinguishing	\$50.00	\$100.00	\$150.00	\$200.00
11.2	Burning while there is a fire ban	\$100.00	\$200.00	\$200.00	\$250.00
12.1	Noise	\$100.00	\$200.00	\$200.00	\$250.00
1.2.1,12.2.2	Operation of power or hand mower	\$50.00	\$100.00	\$100.00	\$200.00
12.3	Operation of model aircraft	\$50.00	\$100.00	\$100.00	\$200.00
12.4	Operation of snow clearing device	\$50.00	\$100.00	\$100.00	\$200.00
12.5.1	Construction off time limit	\$50.00	\$100.00	\$100.00	\$200.00
14.2	Leaking vehicle	\$100.00	\$150.00	\$100.00	\$150.00
15.1	Address in front	letter	\$50.00	\$100.00	\$150.00
14.3	Disposing into sewer	\$100.00	\$150.00	\$100.00	\$150.00
14.4	Tampering with manhole cover	\$100.00	\$150.00	\$100.00	\$150.00

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SCHEDULE "A"

APPEAL NOTICE – BYLAW #2021-05

(If you want to appeal the Directive, you must serve this Appeal Notice by mailing or delivering it to the Chief Administrative Officer within 14 days after the Directive was served on you).

Dated: \_\_\_\_\_

To:       The Chief Administrative Officer  
          Town of Bon Accord  
          5025 – 50 Avenue, Box 779  
          Bon Accord, Alberta   T0A 0K0

I am appealing the Directive dated: \_\_\_\_\_ No.: \_\_\_\_\_

Property Address: \_\_\_\_\_

You may give reasons for your appeal:

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Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

\_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Numbers: Home - \_\_\_\_\_ Work - \_\_\_\_\_

Note: Only appeals filed within the 14-day period will be heard by Town Council's Committee. You will be notified by mail of the date and location of the hearing.



# Gibbons 1st Annual Golf Classic

## Sponsorship Levels

### PLATINUM SPONSOR—\$10,000

Prominent Logo Recognition in all event advertising including:

Online                                      Tournament Signage,

On Rule Cards                              Hats, Shirts & Jackets

Plus Tournament Package for 4 golfers

### GOLD SPONSOR - \$5,000

Recognition during Tournament      Tournament Package for  
Dinner                                      4 golfers

### SILVER SPONSOR

\$2500

On Course Signage

Tournament Package for 2  
golfers

### BRONZE SPONSOR

\$2200

On Course Signage

Tournament Package for 1  
golfer

### PARTY CART—\$1,000

Corporate Name and Logo on Cart

Visit each Tee throughout the day for fun games and  
Giveaways!

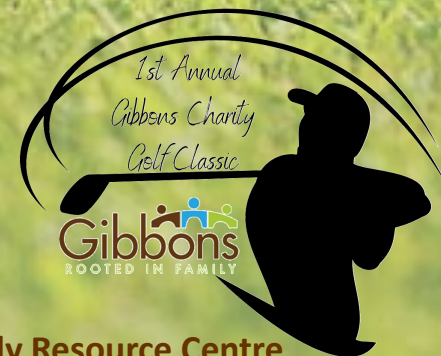
### “TEE” PARTY SPONSORSHIP

Host a “Tee” Party and network/interact with golfers!  
Includes signage at your Tee, table, 2 chairs, cart and 2  
dinner tickets

### FOR MORE INFO

Louise —780-923-3331,  
lbauder@gibbons.ca

Eric —780-923-2374,  
epaterson@gibbons.ca



Proceeds will support Bon Accord/Gibbons Food Bank, Sturgeon Victim Services and the Gibbons Family Resource Centre

# Gibbons 1st Annual Golf Classic

## June 24, 2022

### Registration

Goose Hummock Golf Course

Registration and Breakfast—7:30 am

Texas Scramble—9:00 am

**Cost \$200/Golfer—Includes 18 holes, Golf Cart and Steak Dinner**

**Registration Deadline: June 1, 2022**

Player 1

Name: \_\_\_\_\_

Organization \_\_\_\_\_

Contact # \_\_\_\_\_

Shirt Size \_\_\_\_\_ Jacket Size \_\_\_\_\_

Player 2

Name: \_\_\_\_\_

Organization \_\_\_\_\_

Contact # \_\_\_\_\_

Shirt Size \_\_\_\_\_ Jacket Size \_\_\_\_\_

Player 3

Name: \_\_\_\_\_

Organization \_\_\_\_\_

Contact # \_\_\_\_\_

Shirt Size \_\_\_\_\_ Jacket Size \_\_\_\_\_

Player 4

Name: \_\_\_\_\_

Organization \_\_\_\_\_

Contact # \_\_\_\_\_

Shirt Size \_\_\_\_\_ Jacket Size \_\_\_\_\_

**RV Sites Available!**

**(Subject to Availability, Contact Goose Hummock Golf Course  
for more info)**

**Bring the family and check out Jurassic Forest!**

