

**Town of Bon Accord**  
**Regular Meeting of Council Minutes**  
**June 18, 2019**  
**8:30am**



**PRESENT**

**Council**

Deputy Mayor Brian Holden  
Councillor Lynn Bidney  
Councillor Tanya May

**Administration**

Joyce Pierce, Chief Administrative Officer  
Falon Reed, Finance Manager  
Dianne Allen, Planning & Economic Development Manager  
Ken Reil, Operations Manager  
Jenny Larson, Community Services Coordinator

**ABSENT**

Mayor David Hutton  
Councillor Jennifer MacArthur

**CALL TO ORDER**

Deputy Mayor Holden called the meeting to order at 8:30 am.

**ADOPTION OF AGENDA**

COUNCILLOR BIDNEY MOVED THAT the agenda for the June 18, 2019 Regular Meeting of Council be adopted, as amended by adding New Business item 6.3 Sale of Equipment; Case Tractor and Closed Session item 11.1 Absenteeism, FOIP Act 17(e) - Disclosure harmful to personal privacy.

**CARRIED RESOLUTION 19-167**

**ADOPTION OF MINUTES**

***Regular Meeting of Council – June 4, 2019***

COUNCILLOR MAY MOVED THAT the minutes of the June 4, 2019 Regular Meeting of Council be accepted, as presented.

**CARRIED RESOLUTION 19-168**

**DEPARTMENT REPORTS**

***Finance*** (attached report #1)

***Community Services*** (attached report #2)

***Operations*** (attached report #3)

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***Planning & Economic Development (attached report #4)***

***Chief Administrative Officer (CAO) (attached report #5)***

COUNCILLOR BIDNEY MOVED THAT the Department Reports be accepted, as presented.

**CARRIED RESOLUTION 19-169**

**UNFINISHED BUSINESS**

***Survey Results***

COUNCILLOR BIDNEY MOVED THAT Council accept the results of the survey as information and chooses not to proceed with any further investigation or development of an Off Highway Vehicle Bylaw and *further* to proceed with continuing to acquire a medical professional to come to Bon Accord and *further* to continues to work with MARD and Homeland Housing in researching accessibility to transportation and senior housing services for the Town of Bon Accord.

**CARRIED RESOLUTION 19-170**

**NEW BUSINESS**

***Naming Municipal Office***

COUNCILLOR MAY MOVED THAT Council name Town of Bon Accord Town Office at 5025 – 50 Avenue at Bon Accord, Alberta as the municipal office as per MGA section 204.

**CARRIED RESOLUTION 19-171**

***Alberta | NWT Command – Royal Canadian Legion – Military Service Recognition Book***

COUNCILLOR BIDNEY MOVED THAT Council approve the unbudgeted expense of \$340 to purchase a Business Card size advertisement in the 2019 Alberta| NWT Command Royal Canadian Legion Military Service Recognition Book and further directs administration to include this in the 2020 budget.

**CARRIED RESOLUTION 19-172**

***Sale of Equipment; Case Tractor***

COUNCILLOR BIDNEY MOVED THAT Council give approval to sell the Case Tractor and Shulte mower for fair market value.

**CARRIED RESOLUTION 19-173**

**BYLAWS | POLICIES | AGREEMENTS**

**BYLAWS**

***Council Code of Conduct Bylaw; Bylaw #2019-06***

COUNCILLOR MAY MOVED THAT the Council Code of Conduct Bylaw; Bylaw #2019-06 be given 1<sup>st</sup> reading, as presented.

**CARRIED RESOLUTION 19-174**

**POLICIES**

***Workplace Violence and Harassment Policy***

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COUNCILLOR BIDNEY MOVED THAT Council approve the Workplace Violence and Harassment Policy be accepted, as presented.

**CARRIED RESOLUTION 19-175**

**WORKSHOPS| MEETINGS| CONFERENCES**

*None*

**COUNCIL REPORTS**

*Mayor Hutton (attached report #6)*

*Deputy Mayor Holden (attached report #7)*

*Councillor Bidney (attached report #8)*

*Councillor May (attached report #9)*

*Councillor MacArthur (attached report #10)*

COUNCILLOR BIDNEY MOVED THAT Council reports be accepted as information, as presented.

**CARRIED RESOLUTION 19-176**

**CORRESPONDENCE**

***Bon Accord Incidents and Violations***

COUNCILLOR BIDNEY MOVED THAT Bon Accord Incidents and Violations statistics, be accepted, as information.

**CARRIED RESOLUTION 19-177**

***Redwater Discovery Days Parade; August 17, 2019***

COUNCILLOR BIDNEY MOVED THAT Deputy Mayor Holden, Councillor May and Councillor Bidney attend the Redwater Discovery Days Parade on August 17, 2019 and directs administration to RSVP with the names of members attending before August 9, 2019.

**CARRIED RESOLUTION 19-178**

**CLOSED SESSION**

***Absenteeism***

DEPUTY MAYOR HOLDEN MOVED THAT Council close the meeting to the public for Agenda item 11.1 Absenteeism, as per section 17(e), Disclosure harmful to personal privacy at 10:00 am.

**CARRIED RESOLUTION 19-179**

COUNCILLOR BIDNEY MOVED THAT Council come out of a closed session at 10:23 am.

**CARRIED RESOLUTION 19-180**

COUNCILLOR BIDNEY MOVED THAT Council direct administration to bring forward an RFD to address Council's concerns regarding absenteeism of Council.

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**CARRIED RESOLUTION 19-181**

**ADJOURNMENT**

DEPUTY MAYOR HOLDEN MOVED THAT the June 18, 2019 Regular Meeting of Council adjourn at 10:25 am.

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Deputy Mayor Brian Holden

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Joyce Pierce, CAO

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REPORT #1

**FINANCE**  
**JUNE 2019**

**Town of Bon Accord**  
Year-to-Date Variance Report (*Unaudited*)  
for the month ending May 31, 2019

Department	2019 YTD Revenue		2019 YTD Revenue	2019 YTD Expense			2019 YTD Net	2019 YTD Net	2019 YTD Net	% Variance
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	
General Municipal	2,052,709	2,248,865	(196,156)	111,147	403,064	291,917	1,941,562	1,845,801	95,761	5%
	2,052,709	2,248,865	(196,156)	111,147	403,064	291,917	1,941,562	1,845,801	95,761	
Public Works - Roads	0	12,500	(12,500)	136,003	430,556	(294,553)	(136,003)	(418,056)	282,053	67%
Storm Sewer & Drain	0	0	0	7,093	17,527	(10,434)	(7,093)	(17,527)	10,434	60%
Water	162,121	497,000	(334,879)	198,242	604,606	(406,364)	(36,121)	(107,606)	71,485	66%
Sewer	95,414	324,600	(229,186)	91,581	338,306	(246,725)	3,833	(13,706)	17,539	128%
Garbage	48,857	143,566	(94,709)	63,538	163,065	(99,527)	(14,681)	(19,499)	4,818	25%
Cemetery	1,700	5,500	(3,800)	2,811	9,065	(6,254)	(1,111)	(3,565)	2,454	69%
	308,092	983,166	(675,074)	499,269	1,563,125	(1,063,856)	(191,177)	(579,959)	388,782	
Fire Department	8,752	8,752	0	5,287	47,905	(42,618)	3,466	(39,153)	42,619	109%
Emergency Services	0	0	0	10,514	17,803	(7,289)	(10,514)	(17,803)	7,289	41%
Bylaw	1,912	53,236	(51,324)	9,851	49,236	(39,385)	(7,939)	4,000	(11,939)	298%
	10,664	61,988	(51,324)	25,651	114,944	(89,293)	(14,987)	(52,956)	37,969	
Administration	759	67,500	(66,741)	155,308	528,457	(373,149)	(154,549)	(460,957)	306,408	66%
Election	0	0	0	0	1,000	(1,000)	0	(1,000)	1,000	100%
Library	11,948	10,480	1,468	10,133	56,824	(46,691)	1,815	(46,344)	48,159	104%
Lillian Schick	1,728	400	1,328	0	0	0	1,728	400	1,328	332%
Council	0	0	0	35,346	99,647	(64,301)	(35,346)	(99,647)	64,301	65%
	14,435	78,380	(63,945)	200,787	685,928	(485,141)	(186,352)	(607,548)	421,196	
Community Services	22,332	43,981	(21,649)	31,392	92,666	(61,274)	(9,060)	(48,685)	39,625	81%
Recreation Programs	6,229	27,433	(21,204)	16,596	84,116	(67,520)	(10,367)	(56,683)	46,316	82%
Parks & Recreation	19,921	18,300	1,621	41,354	114,052	(72,698)	(21,433)	(95,752)	74,319	78%
Arena	97,798	175,000	(77,202)	95,856	252,683	(156,827)	1,942	(77,683)	79,625	102%
Municipal Planning	2,995	6,600	(3,605)	29,686	198,192	(168,506)	(26,691)	(191,592)	164,901	86%
Economic Development	1,777	0	1,777	47,159	117,544	(70,385)	(45,382)	(117,544)	72,162	61%
	151,051	271,314	(120,263)	262,043	859,253	(597,210)	(110,991)	(587,939)	476,948	
TOTAL	484,243	1,394,848	(910,605)	987,751	3,223,250	(2,235,499)	(503,507)	(1,828,402)	1,324,895	
TOTAL (incl. Gen Mun.)	2,536,952	3,643,713	(1,106,761)	1,098,897	3,626,314	(1,943,582)	1,438,055	17,399	1,420,656	
CAPITAL	0	429,181	(429,181)	123,491	880,000	(756,509)	(123,491)	(450,819)	327,328	73%

**Falon Reed**  
Corporate Finance Officer  
Town of Bon Accord

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REPORT #2

**COMMUNITY SERVICES**  
**JUNE 2019**

**COMMUNITY SERVICES**

**Primary Care Network (PCN) sessions**

Osteoarthritis workshop is being held on June 20, currently there are 8 people registered for this session. Workshops are being advertised on our Facebook page, website, Newsletter, E-newsletter, posters at the office and advertised on the Community event sign when available. Discussion for Fall sessions are in the works.

**EVENTS/MEETINGS**

**MARD- Sturgeon Region Rural Seniors Transportation (May 29)**

Sturgeon Regional Senior Transportation open house took place on May 29—there was over 115 people in attendance. Very well received by the seniors and great questions from the audience including a few from Council members from other municipalities. Attached are the results from the open house survey.

**Seniors Community BBQ**

The BBQ which took place on June 5 was a great success. There was approx. 100 people in attendance. Thank you to Council and the Community Services Advisory Board members who helped with the event. We raised over \$200 for the Bon Accord Gibbons Foodbank.

**Bon Accord Art Showcase**

1<sup>st</sup> Art show in Bon Accord in many years. This July 6, event encourages residents to view and enjoy local artists and artisan's artwork. I am still accepting registrations from artists. This event will be held at the Community Hall from noon – 3pm and open to all.

**Canada Day Breakfast**

Canada Day festivities will begin at 10 am on July 1<sup>st</sup>. The MP and MLA have been invited to attend. I would like to ask Council for their help in flipping and serving breakfast that morning. This event is free to all.

**Cemetery**

Several meetings, phone calls, and burial applications this month. Community services continue to work with public works to ensure families are taken care of in their time of need.

**Summer Camp Programs**

Erin has created the Summer Camp brochures and will be distributing them the schools and library. They will be available on our website after the 15<sup>th</sup> of June. Erin will be volunteering at the schools over the next couple of weeks to promote our camps.

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**Preparations for Events**

Bon accord's 1<sup>st</sup> Art Showcase (Art Show) (July)  
Flag Planting and Canada Day (June/July)  
Music in the Park (July/August)  
Harvest Days Parade (August)  
Meet the Community Night (September)

**Upcoming Meetings/Events**

MARD (June 19)  
Emergency Tabletop Exercise (June 28)

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**SMART Van 2019 Survey  
Results**

**1. Demographics**

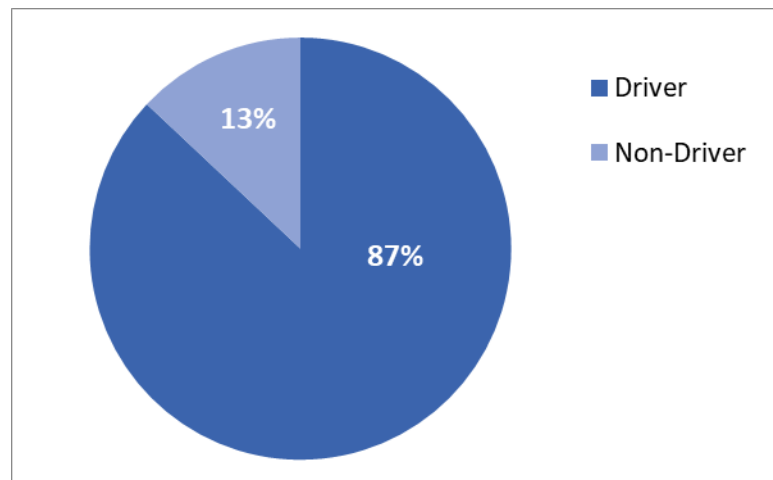
Total number of respondents: 119

Average Age	Age Range
72	45-91

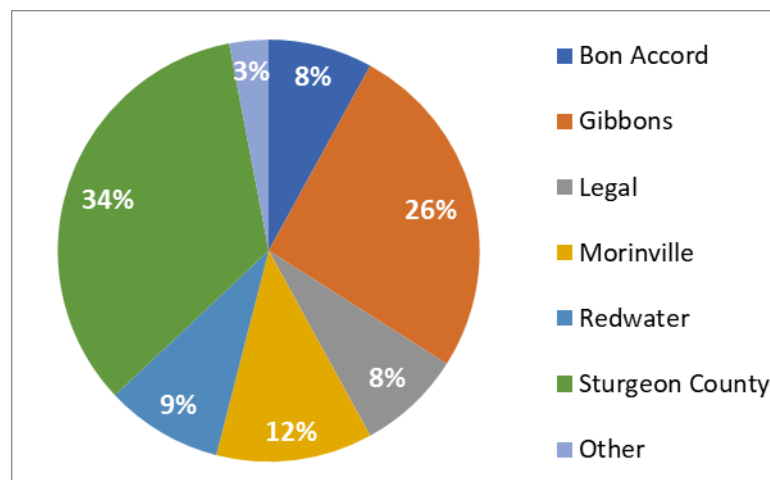
Male (%)	Female (%)
23%	87%

**Driving Status:** Are you currently able to drive within your community?



Drivers: 103 (87%). Non-Drivers: 15 (13%)

**Community:** Where do you live?



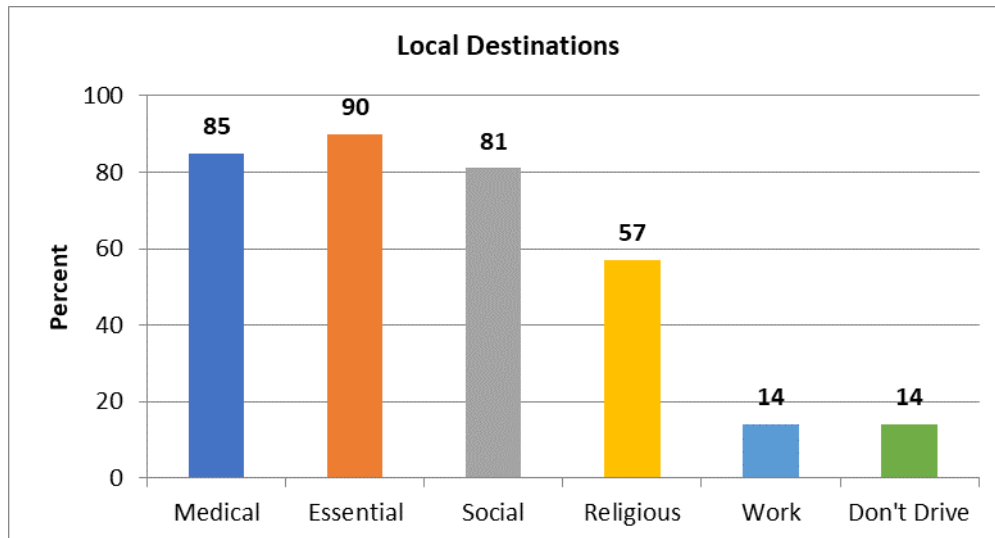


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Sturgeon County includes respondents from Calahoo, Cardiff, Mearns, Riviere Qui Barre, and Villeneuve. Other: Onoway, Westlock County.

**2. Transportation**

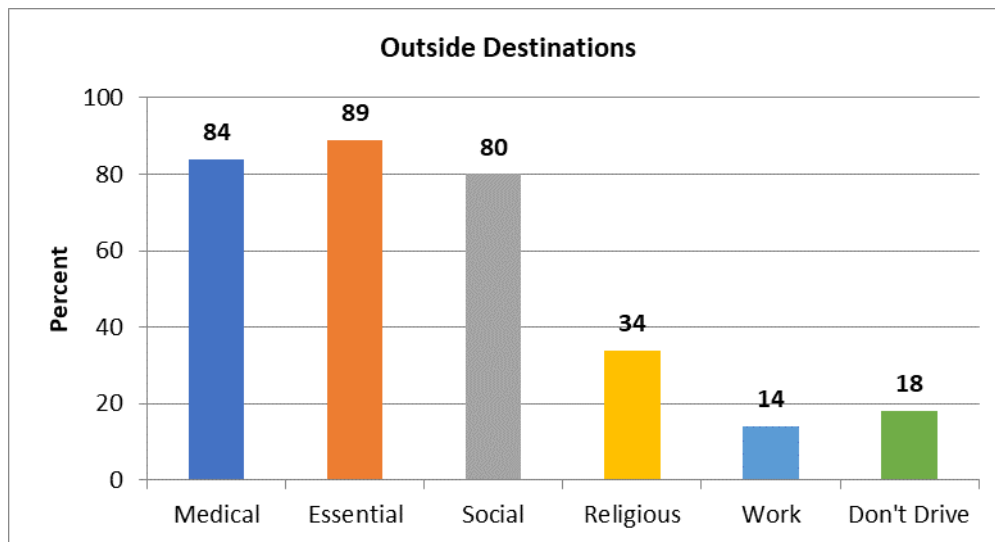
**Local Destinations:** *If you drive, to which of the following LOCAL destinations do you drive to?*



**Note:** 1 Driver indicated that they "Don't Drive Anymore" and did not select any local destinations. (Note indicated that they don't drive out of Gibbons anymore).

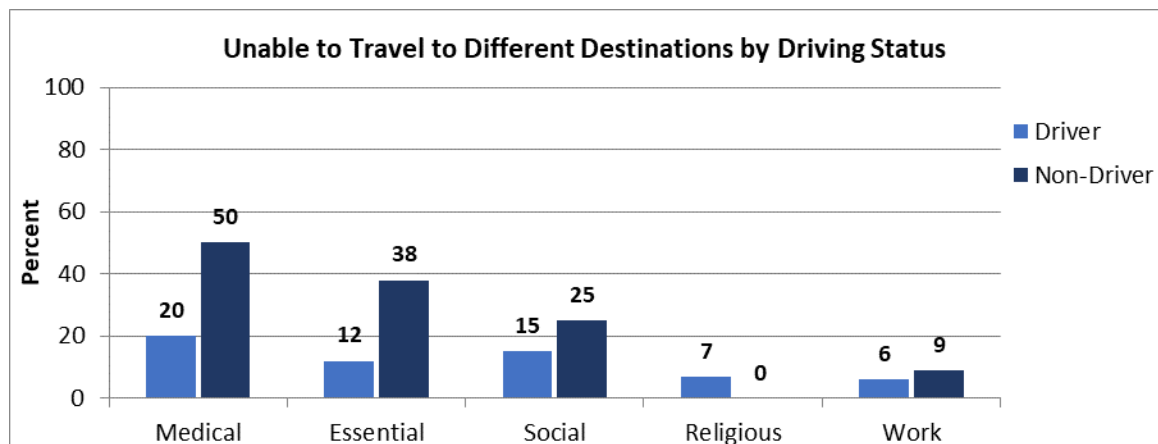
**Outside Destinations:** *If you drive, to which of the following destinations do you drive to OUTSIDE of the community?*

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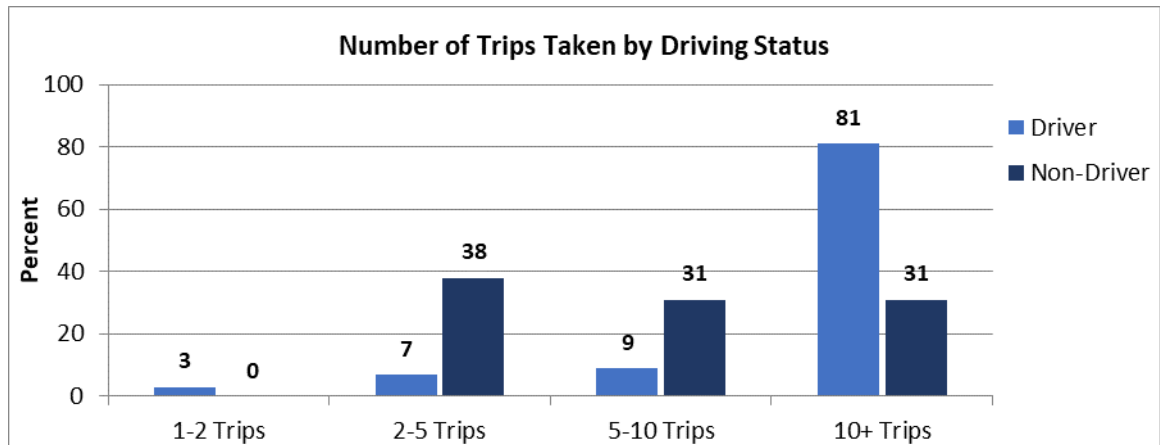
**Note:** 5 Drivers indicated that they “Don’t Drive Anymore” out of their local community and did not select any destinations outside of their community.

**Unable to Travel to Different Destinations:** During the past 3 months, were you unable to travel to any of the following destinations because you did not have access to transportation?

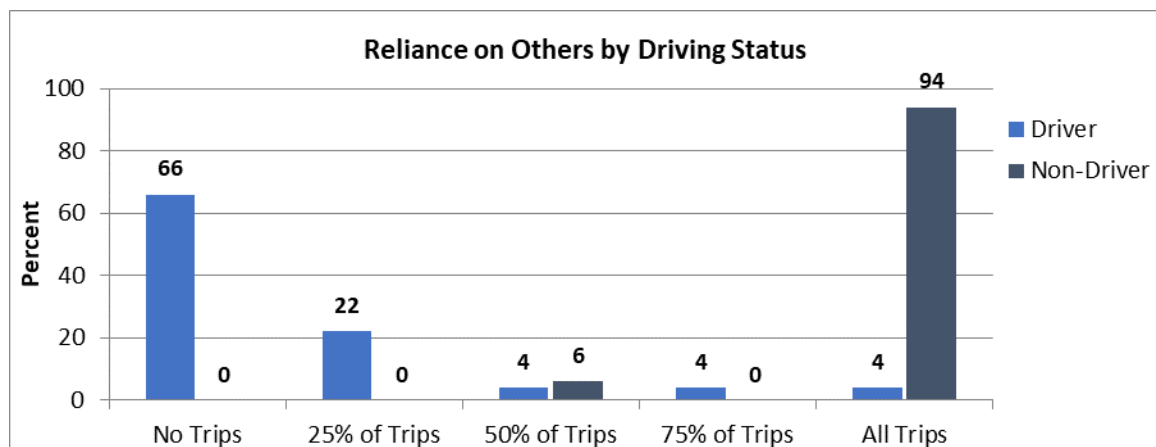


**Number of Trips:** Overall, how many trips have you taken in the past 3 months?

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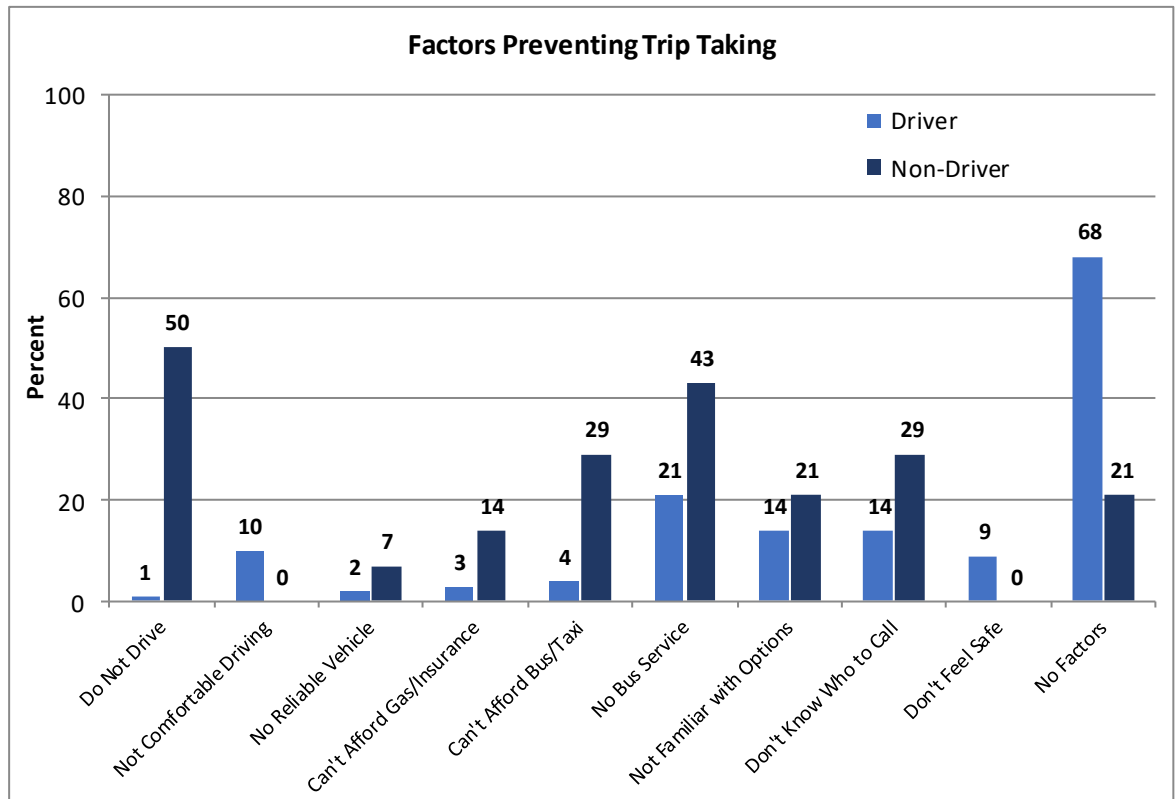


**Reliance on Others:** Over the past 3 months, how much did you rely on others for transportation?

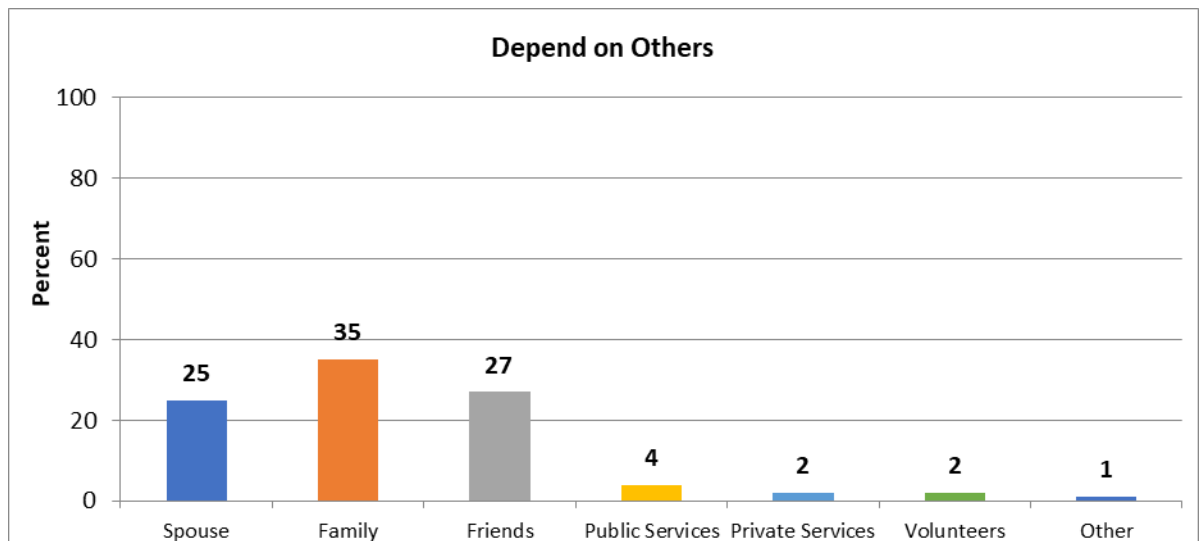


**Factors that Prevented Making Trips:** During the past 3 months, which of the following factors prevented you from taking trips outside your home?

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**Depend on Others for Trips:** If you depend on others for your trips, who do you primarily depend on?



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**3. Need for Regional Transportation:**

Do you feel there is a need for regional transportation in our communities for seniors and people with medical conditions that prevent them from driving?

**99% of respondents said yes.**

**4. Value of Open House:**

Did you find this open house to be of value to you or those in your family?

**95% of respondents said yes.**

**5. Comments**

**General Comments:**

*Would like to see another open house in the future to give an update on progress. Great work.*

*Better understanding of what is involved to get transportation mobility in the community.*

*Totally different to what I expected. Very informative because the needs you are addressing exist and will increase. I assumed there was funding in from government, how sad!!*

*I'm very happy to hear that so much work is underway to make transportation available in Sturgeon County. Looking forward to seeing it happen.*

*Committee needs to bring current transportation providers to the table for discussion. Re: Legal Lions Transportation and Legal Volunteer Resource Association (We have been doing this for 20+ years) (Fred Malott, Legal Councillor)*

*Great work. Looking forward to the final report. Need to make sure we look at current available services. Are they underutilized? Are the current not-for-profits that have the service be contacted? Are they in favor?*

*It would have been nice perhaps doing this presentation when more concrete plans can be discussed - when things look promising for transportation being available.*

*Much hard work done and much to go.*

*Due to such a widespread area, the task will be a challenge. A connection with seniors housing might be a good partner.*

*Was hoping to get more concrete info on the project. Thought you were farther along in the project. Good luck!*

*Wainwright presentation was excellent - very informative - a lot of work to be done for Sturgeon County to access such a service.*

*Bernie's presentation very good to have first hand info. Tried and true. The town and county are vast - a big task to coordinate.*

*A good presentation by Bernie. We do need to be committed. Needs to be sustainable.*

*Gives us a better idea of where you are and what you'd like to accomplish. There is certainly work a need and it's good to know that a program is started.*

*Great turnout, kudos for addressing a need in the community.*

*5 Star to the caterer. Wainwright (Bernie) was very informative.*

*The committee is doing a great job.*

*It was so good to hear about Wainwright and their journey. Thank you for the evening and all of the hard work put into this project.*

**Comments on the Service Itself:**

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*Not a senior; advocating for seniors in community living. For fee structure, will you take into consideration low-income seniors who are struggling to have enough money just for medication? Income threshold for rates diverse incomes across Sturgeon County. Scheduling if going to other areas - same times. How would that work? First come first serve basis?*

*There was no actual figures as to what these minivans would cost. New or used? As well, no mention of actual salaries of these drivers.*

*Cost - \$0.65/km = \$300 to Cross Cancer Clinic. How are average citizens to be able to pay for this?*

*Community transportation access good be greatly improved. Better communication, advertising, open to all members of community, cheaper rates...*

**Value of Service for those in Need:**

*A very necessary service for healthy seniors who are unable to drive. Donations are best from community for van!!*

*Wonderful information. So needed in the area. Many seniors do not have family in the area or no family.*

*Live at lodge in Gibbons. Not familiar with driving outside the community. Money is tight on fixed income. I just drive around town and surrounding areas.*

*It was great to see and hear what plans/options are happening. I do drive now, but there possible is a time I will need to use this option.*

*Needs will change greatly when I am unable to drive. I would need to move off the acreage.*

*Two years ago, my husband was sick with cancer. One week after, he was house bound and I fell and broke my leg. Even though we have family around, there were several times we had to scramble for drivers as our appointments were in 2 different places. So I can definitely see a reason for regional transport.*

*I think this is a very good idea and glad to hear other towns and municipalities are able to have this form of transportation for people that need it.*

*Would love better senior transportation as our present bus is only running now and again.*

*While neither of us are currently in need of this transport, I know that the time will come it is reassuring to know that it will be there when we need it.*

*As I age, I would like to know that a transportation system will be in place when I will need it. It will help me maintain my independence and keep my physically and mentally healthy.*

- 6. Willingness to Volunteer:** Would you be interested in volunteering on this project (i.e., volunteer drivers, scheduling coordinator, fundraising, committee member)?

**27 (23%) respondents said yes.**

	Name	Community	Phone Number
1	Tom Turner	Legal	780-914-1878
2	Annette Hammond (Legal Councillor)	Legal	780-984-2245
3	Betty Josephine Kuefler	Redwater	780-942-3677
4	Howard Sim (unsure of last name)	Gibbons	780-218-6742
5	Hilda Clarke	Gibbons	780-923-2922
6	Sheila Makowecki	Gibbons	780-995-0556
7	Shirl Loblick	Gibbons	780-445-9156

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<b>8</b>	Gayel Zylstra	Sturgeon County	780-942-4404
<b>9</b>	Jan St. John	Gibbons	780-923-2363
<b>10</b>	George Morgan	Gibbons	780-578-0225
<b>11</b>	Roger Gagne	Legal	780-699-5137
<b>12</b>	Fred Malott ( <i>Legal Councillor</i> )	Legal	780-299-2456
<b>13</b>	Shari Bourgeois	Morinville	780-939-4089
<b>14</b>	Rae Elson/Holoiday	Gibbons	780-923-2982
<b>15</b>	Marion Friedriel ( <i>sp?</i> )	Villeneuve	780-544-1003
<b>16</b>	Diane Berry	Sturgeon County	780-999-1279
<b>17</b>	Yvonne Kluthe	Morinville	780-939-3312
<b>18</b>	Claudette Stetsko ( <i>Maybe</i> )	Redwater	780-942-2112
<b>19</b>	Janet Atkins	Mearns	780-223-2292
<b>20</b>	Liz Falls	Mearns	780-939-2195
<b>21</b>	Tom Strawson	Sturgeon County	780-974-4245
<b>22</b>	Ruthann Weeks	Legal	780-297-7612
<b>23</b>	Robert Altwiks ( <i>sp?</i> )	Mearns	780-233-2292
<b>24</b>	Carol Chabot ( <i>Maybe</i> )	Riviere Qui Barre	780-686-5457
<b>25</b>	Heather-Anne Elliott-Martin	Sturgeon County	780-942-2664
<b>26</b>	Jim Hunting	Legal	780-961-3679
<b>27</b>	Brian Redlick	Gibbons	780-289-2476

**Jenny Larson**  
*Community Services Coordinator*  
*Town of Bon Accord*

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REPORT #3

**OPERATIONS**  
**JUNE 2019**

**PUBLIC WORKS**

- Master Servicing Plan Review.
- MCCAC grant application still waiting approval to proceed with the energy audit.

**ROADS**

- 49<sup>th</sup> Ave project awarded to Rulam Construction.
- Street sweeping completed.
- Back alleys are graded and gravelled in priority spots.
- Tree removal on 51 Ave starting.

**EQUIPMENT/VEHICLES**

- Regular maintenance continues on equipment and vehicles when necessary.
- The street sweeper has broken down and will not be repaired. Cost to repair is more than the machine is worth.

**CEMETERY**

- 2 cremations for this reporting period.

**WATER**

- Monthly water reads occurred on April 30/19.
- Completed 3 Alberta 1<sup>st</sup> Calls in March.
- The reservoir project is still on hold. The goose is still on top of the spoil pile.

**SEWER**

- No issues.

**ARENA/PARKS & RECREATION**

- Arena upgrades have been contracted to Omnisport Inc.
- Painting in the Arena has started.
- Grass cutting has started.
- Garbage pickup of all town owned land was completed.
- The Castle planters have been emptied and will be moved to the North side of 47<sup>th</sup> Ave and some other locations around Town. Some of the barrel planters will be replaced by Castle planters to cut down on watering.



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**SAFETY/TRAINING**

- Held weekly Public Works/Parks & Recreation Safety Meetings.

**Ken Reil**  
*Operations Manager*  
*Town of Bon Accord*

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REPORT #4

**PLANNING & ECONOMIC DEVELOPMENT**  
**JUNE 2019**

**ECONOMIC DEVELOPMENT**

Property Lot 5028

In discussion with Council, there was a question regarding the underground tanks on the property. In 1996 a development permit was issued to remove the tanks.

The Society of Local Government Managers of Alberta (SLGM Conference)

SLGM Conference was hosted at Kananaskis in May 13-17. Topics of interest included: Social Media, Artificial Intelligence and Block Chain Technologies, Managing Risk When it comes to Developers, Municipal Public Participation and Getting Better on Purpose Everyday.

Inspections Group

The Inspector for the Town of Bon Accord stopped in to do a courtesy customer call to ensure there were no concerns or if he could be of further assistance regarding the building permits.

In September, the Town will host a presentation for the Region from the Inspections Group. The intent is to communicate and educate residents, developers, trades on the new 2019 Code changes. Date to be determined.

Quality Management Plan (QMP) & Safety Codes Council

A QMP Management meeting was held at Sturgeon County to bring clarity to the process and what reporting is required with Safety Codes Council. The Regional Partners include Redwater, Gibbons, Legal, Sturgeon County and Bon Accord.

The Quality Management Plan is being revised by the regional partners, will then be reviewed and sent to Safety Codes Council for their comments. The intent is to have the QMP plan adopted by the Councils for October 2019.

Jessica Martel Memorial Foundation (JMMF)

The Jessica Martel Memorial Foundation has partnered with "Donate a Car". Donate a Car Canada accepts vehicle donations for the Foundation. Free towing is provided in most areas across Canada, or the vehicle can be dropped off to maximize the donation. When a car, truck, RV, boat, or motorcycle is donated, it will either be recycled or sold at an auction (depending on the condition, age and location). Donate a Car will look after all the details to make it easy for the Foundation to benefit. The JMMF will send a tax receipt and put your gift to good use.

Edmonton Global Lead Tracker

As a shareholder of Edmonton Global (EG), investment leads come forth and are distributed to the region to find the best location that suits the needs of a business. Opportunities that have come forth in various sectors: energy, manufacturing, mining, commercial real estate, including hotels and other developing sectors

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such as technology; Canadian start-ups partnering with Japanese companies specifically technology; and grocery stores in Western Canada, Idaho, South Dakota, North Dakota and Minnesota.

2019 Industrial Land Sales Data for Edmonton Metropolitan Area

Edmonton Commercial searches over 1000 commercial real estate listings in the Edmonton Metropolitan Region, offering expert analysis and research resources for landlord, tenants, sellers, and buyers in the market. They track every property available for sale and for lease. Recent data for industrial land sales and industrial land currently being marketed provides interesting observations in comparing land values across the region (refer attachment).

Economic Development Advisory Committee

Effective April 16/19, Susan McKee terminated her appointment as Director on the committee. On behalf of Town we thank Ms. McKee for her time and interest.

Regional Education Workshop – Leadership & Influence

The Town of Bon Accord hosted the “Leadership & Influence” workshop May 9/19. There were 23 participants from around the area: Westlock, Athabasca, Namao, Redwater, Radway, Edmonton, Gibbons and St. Paul. This workshop is one of several that are offered in the Region. Other topics include: Financial Management (Gibbons – February), Goal Setting (Morinville – April), Negotiation Skills (Redwater – June), Branding or Rebranding your Business (Legal – September).

Website – Drive Economic Development

The website is a powerful tool in conveying the characteristics of the Town, promoting local opportunities and investment attraction. There are four elements to drive economic development on the website:

1. Promote communities WOW factor
2. Communicate up to date data about the community
3. Educate business who need assistance
4. Engage business on the Towns website

Balancing the four factors promotes the Town and provides specific data to encourage investment in the community (refer attachment).

Cyber Attacks

In 2017, Cyber attacks cost the Canadian economy between \$3Billion and \$5Billion. Federal, municipal and provincial government databases are particularly attractive to hackers because they have a wealth of personal information and confidential information about their citizens. Information ranging from parking tickets to credit card information are held in these databases and would be a jackpot for hackers looking to commit heinous crimes such as identity theft. The key is to report any suspicious activity immediately and ensure proper measures are taken to update virus scanners on a regular basis.

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**PLANNING AND DEVELOPMENT**

Business and Development Inquiries

- Decks
- Garages
- Land across from Town Office
- Demolition
- Easement Agreement

Complaints

Complaints received and investigated for this reporting period include:

- Unsightly yards

Business Inquiries	Compliance Certificates	Development Permits	Business Licenses	Bylaw Complaints	
4	3	1	26	11	This Period
11	11	7	26	17	YTD

**Meetings/Events Attended/Education**

- Manager Meetings – internal exchange of information & updates of Council
- Council Meetings
- Chamber Luncheon – Guest Speaker Sophie Baran (Landrex)
- Edmonton Global – meetings
- GEEDT – meeting
- SLGM Conference
- Municipal Planning Services – discuss / review permits / compliance certificates
- Investigation / Inspection – complaints
- Resident Meetings – development questions

**Dianne Allen**

*Planning & Economic Development  
Town of Bon Accord*

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REPORT #5

**CHIEF ADMINISTRATIVE OFFICER (CAO)**  
**JUNE 2019**

***Administration***

Held management meetings in May/June which has included discussion and planning for the 2019 Summer season. Administration has closed the survey questions now to the public and the tally is included in an RFD for Council's information and to help them to determine the next steps that they would like administration to take.

***Medical Professional Recruitment***

Invitations have gone out to neighboring municipalities, as well as medical professionals in the region to discuss options that may work in assisting rural municipalities with the need for medical coverage. Administration and Council have been working on this project since January and are starting to make some progress, but the process is very slow as there are many different government agencies that must provide approvals to get this project moving forward.

***Reservoir Construction***

I am happy to report the reservoir construction project is now complete, topsoil was spread, grass was seeded, and the fencing was completed. Council's past and present should be pleased with the progress that has been made, this project ran for many years, to acquire funding, to be able to get this completed. Congratulations on a job well done by all.

***Waste to Energy Presentation – St Albert***

Deputy Mayor Holden and myself attended this presentation at the City of St Albert on May 22, 19. The presentation was very informative; it spoke of using solid waste in a process to create energy. It is being considered as a pilot project with the Capital Regional Waste Commission, which we will be kept up to date on the findings.

***Sturgeon Regional Emergency Management Agency***

May 23, 19 we hosted the SREMA meeting. Josh Morin, the executive coordinator brought forward the new legislation from the AEMA that needs to be addressed in our bylaws. Administration worked together to redo the current bylaw to include the new verbiage and that will be coming forward to the respective municipalities for approval and acceptance.

***Construction Meeting for Road Project***

May 24, 2019, I attended the road construction project meeting to discuss the schedule and meet with all of the people that we will be working with over the next couple of months. Operations Manager, Ken Reil will be handling the reporting on the project to Council going forward. I know there have been a couple of hiccups during startup but they have been addressed and the project is proceeding.

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***Holtrand Holding Development***

May 30, 2019 Economic Development Manager, Operations Manager and myself met with Mark and Mark on their previous presentation to Council. Questions had arisen from the presentation that were not discussed at the presentation, so administration felt it was necessary to ask more questions to gain a clearer understanding of what was being presented. It was a very successful meeting with good dialogue on behalf of all parties.

***AUMA Summer Caucus***

Deputy Mayor Holden, Councilor Bidney and myself attended the AUMA Summer Caucus in Fort Saskatchewan, it was a very good conference. AUMA President, Barry Morishita discussed the outcomes of the Federation of Canadian Municipalities. Alberta had the highest number of delegates at the convention sending a loud and proud message to the rest of Canada that Alberta counts. Many delegates did say that Alberta is supported by many provinces across the country in our need for the pipeline. A Coalition of municipalities went there to present the need and the reasons why it is important to all the Canadian provinces to assist in getting this pipeline moving. The feeling was that it was effective as they have asked to present in Ottawa next.

There was a very interesting break out session where there was opportunity to speak with other municipalities across Alberta on how they manage recycling and what happens with the product that is collected. As many think it does not all go for recycling, some of it ends up in the landfill even though it is being paid for as recycling. There is much more work and investigation that is needed in this area to be sure it is being managed properly.

***Solar Farm Information***

As Council had directed Administration to gather quotes on the Solar Farm project, giving the ability then to apply for the grant funding. Economic Development Manager, Operations Manager and myself attended a meeting with one company so far to discuss what our needs are and what they could offer in a quote. We will be meeting with two others to give them the same understanding and asking for the quotes from them also. Once that is complete then that information will come back to Council to provide Administration with further direction.

***Redwater Mayor's Golf Tournament***

June 13, 19 Deputy Mayor Holden, Councilor Bidney and myself had been invited by Fortis to attend the Redwater Mayor's Golf Tournament as their guests. It was a great event, with a very good opportunity to meet some new businesses that provide services to the Industrial Heartland area. The Town of Bon Accord was promoted heavily with these companies with the hopes that there was a desire to bring their business sites north of Edmonton and near the area that the services are used. Networking opportunities are invaluable.

***Homeland Housing Invitation***

Town of Bon Accord has received an invitation from Homeland Housing to do a presentation to them if any of the municipalities in the region would be interested in working with them to have the Administrative Office in their municipality. The presentation is due on June 27, 19.

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***Upcoming Meetings/Events***

Sturgeon Mayor's Golf Tournament  
CAO Breakfast Meeting  
Homeland Housing Presentation  
Emergency Management Table Top Exercise  
Medical Professional Meeting  
Staff Meeting  
Sturgeon Regional Emergency Agency Meeting  
Sturgeon Regional Emergency Committee Meeting

**Joyce Pierce**

*Chief Administrative Officer  
Town of Bon Accord*

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REPORT #6

**MAYOR REPORT  
JUNE 2019**

May 21, 2019	Attended Council meeting
June 4, 2019	Attended Council meeting
June 13, 2019	Attended Roseridge Commission Board Meeting

**Notes:**

I missed several meetings due to health issues.

**David Hutton**

*Mayor*

*Town of Bon Accord*



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REPORT #7

**DEPUTY MAYOR REPORT**  
**JUNE 2019**

May 21, 21019	Attended Regular Meeting of Council
May 22, 2019	Attended Waste to Energy discussion presented by Mayor Cathy Heron. Interesting concept currently being used at several locations across the country to keep garbage out of landfill
May 22, 2019	Attended MP Dane Lloyd's open house in Gibbons Some interesting conversations with Mr. Lloyd about grant funding and Alberta pipelines.
May 23, 2019	Food Bank Food Drive
May 29, 2019	Flight to Quebec City for FCD Conference
May 30 – June 2. 2019	FCM Conference. More than 2000 leaders got together to exchange ideas, learn from experts and hear from the major federal parties. The conference was based on Building Better Lives for Canadians
June 3, 2019	Flight home from FCM
June 4, 2019	Attended Regular Meeting of Council
June 5, 2019	Attended Bon Accord Seniors BBQ. A good time to spend some time hearing the concerns of our residents
June 6, 2019	Attended AUMA Summer Leaders Caucus.
June 11, 2019	Attended Rural Crime Watch Meeting and BBQ. Listened to a presentation from the founder of Intelli-Network. An App based network of residents reporting crime and suspicious activity in neighbourhoods on their cell phones. I would need a little more research before making any suggestions. The "Free" app will be available July 5, 2019. There will never be a cost to app users.

**Brian Holden**  
*Deputy Mayor*  
*Town of Bon Accord*

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REPORT #8

**COUNCILLOR REPORT**  
**JUNE 2019**

May 21, 2019	Attended Regular Meeting of Council
May 23, 2019	Attended Board Meeting for Homeland Housing. Attended the Bon Accord/Gibbons Food Bank to help sort and put away donations from the Town Food Drive
May 29 – June 3	Attended the FCM convention. The theme of this years' meeting was "Building Better Lives". I went on Two Study Tours – Restoring Public Access for an Active and Healthy City. This focussed on how they are improving the riverfront to attract people to make recreational use of the extensive greenspace. The other tour highlighted some of the art on public display. Some very interesting pieces. I also attended a workshop focussing on the rural communities and how we can drive future growth. There were very good ideas presented on securing funding for projects. For example, selling "Naming Rights" for projects. I also attended a very good workshop "Festivals and Other Community Events: Risks and Rewards. The new FCM President is Bill Karsten councillor from Halifax, NS. First Vice President is Garth Frizell from Prince George, BC. Second VP is Joanne Vanderheyden, Mayor of Strathroy-Caradoc, Ontario. Darren Hills from Saskatoon, Sask is the new Third VP.
June 4, 2019	Attended the Regular Meeting of Council
June 5, 2019	Attended the Senior's barbeque at Centennial Park.
June 6, 2019	Attended AUMA Municipal Leaders Caucus.

**Lynn Bidney**  
*Councillor*  
*Town of Bon Accord*

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REPORT #9

**COUNCILLOR REPORT**  
**JUNE 2019**

May 21	Attended regular meeting of council.
May 20	Helped deliver bags for Feed the family food drive.
May 25	Attended NLLS board meeting.
June 5	Attended the seniors BBQ.
June 11	Attended Sturgeon Crime Watch BBQ.

**Tanya May**  
*Councillor*  
*Town of Bon Accord*

REPORT #10

**COUNCILLOR REPORT**  
**JUNE 2019**

May 21	Attended regular meeting of council.
May 20	Helped deliver bags for Feed the family food drive.
May 23	Helped pick up food donation bags.
May 24	Attended Edmonton Salutes Meeting.
June 4	Attended Partnering and Packaging workshop at Prairie Gardens. Very informative and great networking opportunity.
June 4.	Attended Regular meeting of council.
Note:	My regrets for not attending June 18th Regular Meeting of Council, I am in the East Coast for my sister's graduation.

**Jennifer MacArthur**  
*Councillor*  
*Town of Bon Accord*