

Town of Bon Accord
Regular Meeting of Council Minutes
August 20, 2019
8:30am



PRESENT

Council

Mayor Hutton
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

CALL TO ORDER

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

ADOPTION OF AGENDA

DEPUTY MAYOR HOLDEN MOVED THAT the agenda for the August 20, 2019 Regular Meeting of Council be adopted, as presented.

CARRIED RESOLUTION 19-211

DELEGATION

Economic Development Advisory Committee; CARES Grant Deliverables
Cheryl McCausland provided Council will an update of the CARES Grant Deliverables

COUNCILLOR BIDNEY MOVED THAT the CARES Grant Deliverables presentation, be accepted as information.

CARRIED RESOLUTION 19-212

ADOPTION OF MINUTES

Regular Meeting of Council – July 2, 2019

COUNCILLOR BIDNEY MOVED THAT the minutes of the July 2, 2019 Regular Meeting of Council be accepted, as presented.

CARRIED RESOLUTION 19-213

Special Meeting of Council – August 6, 2019

COUNCILLOR MAY MOVED THAT the minutes of the August 6, 2019 Special Meeting of Council be accepted, as presented.

CARRIED RESOLUTION 19-214

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Special Meeting of Council – August 8, 2019

DEPUTY MAYOR HOLDEN MOVED THAT the minutes of the August 8, 2019 Special Meeting of Council be accepted, as presented.

CARRIED RESOLUTION 19-215

DEPARTMENT REPORTS

Finance (attached report #1)

Community Services (attached report #2)

Operations (attached report #3)

Planning & Economic Development (attached report #4)

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

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

CARRIED RESOLUTION 19-216

COUNCILLOR BIDNEY MOVED THAT Council take a short break at 10:00 am

CARRIED RESOLUTION 19-217

Mayor Hutton called the meeting back to order at 10:10 am.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resident Correspondence (complaint)

DEPUTY MAYOR HOLDEN MOVED THAT Dianne Allen, Planning and Economic Development Manager reply to Ms. Edwards explaining that there was no policy change, but rather a misinterpretation of the information provided.

CARRIED RESOLUTION 19-218

DEPUTY MAYOR HOLDEN MOVED THAT Council accepts this correspondence, as information and for discussion purposes.

CARRIED RESOLUTION 19-219

Budget Timeline

COUNCILLOR BIDNEY MOVED THAT Council approve a timeline, as presented, for the approval of the 2020 Town of Bon Accord Operating Budget and the 2021, 2022, 2023 Operating Plan, and the 2020 Town of Bon Accord Capital Budget and 2021 to 2026 Capital Plan.

CARRIED RESOLUTION 19-220

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Municipal Bylaw Request

COUNCILLOR MAY MOVED THAT Council directs administration to contact Fortis to request they come as a delegation to the September 3, 2019 Regular Meeting of Council to further discuss the municipal bylaw request.

CARRIED RESOLUTION 19-221

BYLAWS | POLICIES | AGREEMENTS

BYLAWS

Assessment Review Board Bylaw; Bylaw #2019-09

DEPUTY MAYOR HOLDEN MOVED THAT the Council Assessment Review Board Bylaw; Bylaw #2019-09 be given 2nd reading, as presented.

CARRIED RESOLUTION 19-222

COUNCILLOR BIDNEY MOVED THAT the Council Assessment Review Board Bylaw; Bylaw #2019-09 be given 3rd and final reading, as presented.

CARRIED RESOLUTION 19-223

Remuneration of Assessment Review Board Officials

COUNCILLOR BIDNEY MOVED THAT Council moves that in accordance with Bylaw 2019-09 and Sections 454, 455, and 456 of the MGA, the remuneration of the ARB Members and Clerk be based on the fee schedule provided by CRASC (attached) and added to the Town of Bon Accord Fees for Service Delivery Procedure.

CARRIED RESOLUTION 19-224

WORKSHOPS | MEETINGS | CONFERENCES

Sturgeon County Emergency Services Long Term Service Awards Ceremony

DEPUTY MAYOR HOLDEN MOVED THAT Councillor May and Deputy Mayor Holden attend the Sturgeon County Emergency Services Long Term Services Awards Ceremony on Tuesday, September 10 and direct administration to RSVP before August 30, 2019.

CARRIED RESOLUTION 19-225

Edmonton Global Video Conferencing

COUNCILLOR MAY MOVED THAT Council accept the Edmonton Global Video Conferencing information, as information as presented.

CARRIED RESOLUTION 19-226

Sub-Regional Dinner

COUNCILLOR BIDNEY MOVED THAT Council approved Mayor Hutton, Deputy Mayor Holden, Councillor Bidney and CAO Joyce Pierce to attend the Sub-Regional Dinner during AUMA, on Wednesday, September 25 and RSVP before September 16, 2019.

CARRIED RESOLUTION 19-227

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DEPUTY MAYOR HOLDEN MOVED THAT Council take a short break at 11:05 am
CARRIED RESOLUTION 19-228

Mayor Hutton called the meeting back to order at 11:14 am.

COUNCIL REPORTS

Mayor Hutton (attached report #6)

Deputy Mayor Holden (attached report #7)

Councillor Bidney (attached report #8)

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

CARRIED RESOLUTION 19-229

CORRESPONDENCE

Sturgeon County Bylaw Statistics

Grand Opening BBQ; Constituency Office, Morinville

DEPUTY MAYOR HOLDEN MOVED THAT Correspondence, by accepted and filed, as presented.

CARRIED RESOLUTION 19-230

CLOSED SESSION

DEPUTY MAYOR HOLDEN MOVED THAT Council close the meeting to the public, at 11:32 am, for:

- Agenda item 12.1- *Terms of Reference – Economic Development Advisory Committee, FOIPP Act 24(1)(a) – Advice from officials,*
- Agenda item 12.2 – *Unsightly Premises, FOIPP Act 17(1) – Disclosure harmful to personal privacy,*
- Agenda item 12.3 - *Unsightly Premises, FOIPP Act 17(1) – Disclosure harmful to personal privacy, and*
- Agenda item 12.4 – *Legal, 48th, 51st & 52nd Avenue Paving Project, FOIPP Act 27(1)(c)(iii) Privileged information.*

CARRIED RESOLUTION 19-231

Terms of Reference – Economic Development Advisory Committee, FOIPP Act 24(1)(a) – Advice from officials

Unsightly Premises, FOIPP Act 17(1) – Disclosure harmful to personal privacy

Unsightly Premises, FOIPP Act 17(1) – Disclosure harmful to personal privacy

Legal, 48th, 51st & 52nd Avenue Paving Project, FOIPP Act 27(1)(c)(iii) Privileged information.

DEPUTY MAYOR HOLDEN MOVED THAT Council come out of a closed session at 12:18 pm.

CARRIED RESOLUTION 19-232

COUNCILLOR BIDNEY MOVED THAT Council directs administration to seek Legal Counsel regarding Unsightly Premises, *FOIPP Act 17(1) – Disclosure harmful to personal privacy.*

CARRIED RESOLUTION 19-233

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ADJOURNMENT

DEPUTY MAYOR HOLDEN MOVED THAT the August 20, 2019 Regular Meeting of Council adjourn at 12:18 pm.

Mayor David Hutton

Joyce Pierce, CAO

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REPORT #1

FINANCE
AUGUST 2019

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

Department	2019 YTD Revenue		2019 YTD	2019 YTD Expense			2019 YTD	2019 YTD	2019 YTD	% Variance
	Actual	Budget	Variance	Actual	Budget	Variance	Net Actual	Net Budget	Net Variance	
General Municipal	2,122,759	2,248,865	(126,106)	111,283	403,064	291,781	2,011,476	1,845,801	165,675	9%
	2,122,759	2,248,865	(126,106)	111,283	403,064	291,781	2,011,476	1,845,801	165,675	
Public Works - Roads	1,024	12,500	(11,476)	187,474	430,556	(243,082)	(186,450)	(418,056)	231,606	55%
Storm Sewer & Drain	0	0	0	9,951	17,527	(7,576)	(9,951)	(17,527)	7,576	43%
Water	248,876	497,000	(248,124)	267,433	604,606	(337,173)	(18,556)	(107,606)	89,050	83%
Sewer	146,128	324,600	(178,472)	120,649	338,306	(217,657)	25,479	(13,706)	39,185	286%
Garbage	74,637	143,566	(68,929)	91,938	163,065	(71,127)	(17,301)	(19,499)	2,198	11%
Cemetery	2,100	5,500	(3,400)	3,968	9,065	(5,097)	(1,868)	(3,565)	1,697	48%
	472,765	983,166	(510,401)	681,412	1,563,125	(881,713)	(208,647)	(579,959)	371,312	
Fire Department	8,752	8,752	0	6,641	47,905	(41,264)	2,111	(39,153)	41,264	105%
Emergency Services	0	0	0	12,373	17,803	(5,430)	(12,373)	(17,803)	5,430	31%
Bylaw	2,807	53,236	(50,429)	9,931	49,236	(39,305)	(7,124)	4,000	(11,124)	278%
	11,559	61,988	(50,429)	28,945	114,944	(85,999)	(17,386)	(52,956)	35,570	
Administration	1,936	67,500	(65,564)	204,112	528,457	(324,345)	(202,176)	(460,957)	258,781	56%
Election	0	0	0	0	1,000	(1,000)	0	(1,000)	1,000	100%
Library	11,948	10,480	1,468	32,196	56,824	(24,628)	(20,248)	(46,344)	26,096	56%
Lilian Schick	2,803	400	2,403	0	0	0	2,803	400	2,403	601%
Council	0	0	0	50,310	99,647	(49,337)	(50,310)	(99,647)	49,337	50%
	16,687	78,380	(61,693)	286,618	685,928	(399,310)	(269,931)	(607,548)	337,617	
Community Services	22,532	43,981	(21,449)	48,076	92,666	(44,590)	(25,545)	(48,685)	23,140	48%
Recreation Programs	9,905	27,433	(17,528)	34,107	84,116	(50,009)	(24,202)	(56,683)	32,481	57%
Parks & Recreation	19,921	18,300	1,621	70,044	114,052	(44,008)	(50,123)	(95,752)	45,629	48%
Arena	97,798	175,000	(77,202)	117,356	252,683	(135,327)	(19,559)	(77,683)	58,124	75%
Municipal Planning	4,695	6,600	(1,905)	46,322	198,192	(151,870)	(41,627)	(191,592)	149,965	78%
Economic Development	1,777	0	1,777	61,129	117,544	(56,415)	(59,352)	(117,544)	58,192	50%
	156,628	271,314	(114,686)	377,034	859,253	(482,219)	(220,406)	(587,939)	367,533	
TOTAL	657,640	1,394,848	(737,208)	1,374,010	3,223,250	(1,849,240)	(716,370)	(1,828,402)	1,112,032	
TOTAL (incl. Gen Mun.)	2,780,399	3,643,713	(863,314)	1,485,293	3,626,314	(1,557,459)	1,295,106	17,399	1,277,707	
CAPITAL	(190)	429,181	(429,371)	310,222	880,000	(569,778)	(310,413)	(450,819)	140,406	31%

Falon Reed
 Corporate Finance Officer
 Town of Bon Accord

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REPORT #2

COMMUNITY SERVICES
AUGUST 2019

COMMUNITY SERVICES

Primary Care Network (PCN) sessions

Two sessions are planned for the fall—the Mediterranean Diet workshop will run on September 3rd from 6 – 8pm and then Stay Steady on your feet on November 12th. Registration is required to attend the workshops.

EVENTS/MEETINGS

Summer Programs

To date we had 37 registered children in our Summer camps—90% of these 37 children were registered in multiple camps. There has been 5-day camps and 1 Fieldtrip that were at full capacity and on average there were 8 kids per camp. We had budgeted to received \$1500 in registration fees, but we have exceeded that by 200%-- \$3184 has been received. Projected costs to run the programs are estimated to be \$2100 in supplies and transportation. Erin Amonson, our Recreational Program Coordinator has been a huge asset and has brought passion and life into our camps. Partnering with Gibbons and Redwater for our out of town fieldtrips has kept transportation costs lower then if Bon Accord was to do it alone.

Canada Day Breakfast

Canada Day breakfast turned out to be a very rainy event. The location was moved to the arena and went well even though mother nature was not kind. We raised \$365.20 for the Karing of Kids subsidy. The Hon. Dale Nally attended, and we had a local artist Ryan Snow perform. A huge thank you to all the volunteers and Council that attended and that were able to lend a hand.

Bon Accord Art Showcase

On July 6, local artisans displayed their works of art for the public to view. We had 10 registered artisans and had a steady stream of public walk through. We raised \$130 in hotdog sales that went to our Karing of Kids subsidy program. Many suggestions on how to improve next year's event were brought forward and will be considered.

Cemetery Dedication Ceremony

Councillor Bidney, Councillor May and former Councillor MacArthur attended the cemetery dedication ceremony. We recognized the Strawson family that generously donated a part of their land for the cemetery. A sign was erected at the cemetery to honour the Strawson family and the history of the cemetery.

Music in the Park

August 20th will be the last night of MITP. Throughout the 8 weeks series there has been 75 – 100 attendees at each event. Plans for next year's event are in the works and we are looking forward to seeing next years turnout. This is an event that brings many people from outside of Bon Accord to our town and I believe that we need to continue to support this event to promote and grow our great town.

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Harvest Days

Harvest Days parade had 27 entries and went smoothly. There was positive feedback from the registered organizations as well as viewers. The fireworks were well received. Community Services hosted a giant slip and slide on the Sunday and even though the weather was not ideal, 20 kids (2 – 15 years old) braved the cool air and slid for 2 hours. School supply donations were asked for as an entry fee. A huge thank you to the Fire department volunteers that helped make this event possible.

Community in Bloom Judging

On August 14th, judges from the CiB organization took a tour of our town which was hosted by the Bon Accord CiB committee. We are looking forward to their evaluation and feedback. Bon Accord CiB hosted a BBQ- Council, Town staff and the Ag society was invited. It was a wonderful evening to celebrate the CiB organization, the support from the Town, the Ag society and the Bon Accord CiB committee.

Preparations for Events

Amazing Race (August)
Meet the Community Night (September)
Community Group Potluck (October)
Remembrance Day (November)
Winter Wonderland (December)

Upcoming Meetings/Events

Budget Admin meeting (Sept 3)
ESS Volunteer Recruitment Info Night (Sept 19)
Sturgeon School Division Joint Use meeting (Sept 19)
Community League- Arena and Sports Ground agreement (September)

Jenny Larson

Community Services Coordinator
Town of Bon Accord

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REPORT #3

OPERATIONS
AUGUST 2019

PUBLIC WORKS

- Master Servicing Plan Review. In final draft stage.
- MCCAC grants approved for Scoping Audit of Arena and Lighting Upgrade at Arena.
- Applied for more grants for the Solar Farm and more Arena upgrades.

ROADS

- 49th Ave project - paving and concrete completed.
- Crack filling completed.
- Warranty work on 51st and 52nd Ave. Sod installed where grass was not growing.
- Warranty work on 48th and 49th Ave. Cracked curbs and gutters replaced.
- Back Alleys were graded.

EQUIPMENT/VEHICLES

- Regular maintenance continues on equipment and vehicles when necessary.
- The Case tractor is being placed along HWY 28 during the day for advertising.
- A mower for the mini excavator has been purchased to maintain the storm ditches that are too wet to access with the Ventrac. Some of the areas have also had safety issues as staff were stung while weed eating.

CEMETERY

- 2 cremations for this reporting period.

WATER

- Monthly water reads occurred on June 28/19 and July 31/19.
- Completed 10 Alberta 1st Calls in June and July.
- The reservoir project is completed.
- Replaced 9 CC's so far.

SEWER

- 48th Ave sewer repairs were completed as part of the Capital project preparing for future paving.
- No issues.

ARENA/PARKS & RECREATION

- Arena board upgrades have been completed.

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- Lighting upgrade was approved. \$40,708 of funding for the project. This is 75% funding.
- Lights to be installed starting August 19th .
- Scoping Audit approved for \$10,000. This is 100% funding.
- Summer staff will be done by end of August
- Grass cutting has been a challenge this year.

SAFETY/TRAINING

- Held weekly Public Works/Parks & Recreation Safety Meetings.
- Tabletop exercise with Josh.

Ken Reil

Operations Manager

Town of Bon Accord

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REPORT #4

PLANNING & ECONOMIC DEVELOPMENT
AUGUST 2019

Property Lot 5020

Demolition of buildings has been successfully completed. No concerns with the project to date.

UAS Workshops

The Undergraduate Astronomy Society hosted four (4) mini Star Gazing workshops June 22, July 13, July 27 and August 10. The events were a way for city dwellers and prospective /amateur astronomers to escape to a place with clear open skies to learn and partake in astronomy. The events were geared for families with children, providing craft activities and a keynote speaker on how to use different telescope technology. There may be future consideration of these workshops happening in 2020. These workshops were part of the CARES Grant deliverables.

Alberta Industrial Heartland Association

Alberta's Industrial Heartland is one of the world's most attractive locations for chemical, petrochemical, oil and gas investment. It is also one of Canada's largest hydrocarbon processing region. The regions 40+ companies, several being world scale, provide fuels, fertilizers, power, petrochemicals and more to provincial and global consumers.

Associate Membership was added in 2011. Associate Members are municipalities invited to participate on committees, task forces and attend Board meetings. While Associate Members do not have voting rights, their views contribute to the actions taken by Association. The three Associate Members include: Town of Bruderheim, Town of Gibbons, Town of Redwater.

The Town of Bon Accord had expressed interest to become an Associate Member. At this time the Board does not have the appetite/desire to open the Associate Membership. Bon Accord would not receive direct benefit as the Town currently does not have heavy industrial land and would not have in the foreseeable future, as per the Municipal Development Plan. However, if AIHA has a change of heart, the Town of Bon Accord would be most welcome.

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.

Complaints

Administration is taking an active role on how to handle complaints effectively and to improve the process. When a complaint comes to the Town Office, staff will be asking "what contact have you had with your neighbor?". A conversation with your neighbor to mitigate the situation is the best, however, not possible in

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some circumstances. Pictures of the infraction will be requested from the complainant. Is this indeed a qualified complaint? Upon receiving this information, a phone will be made to the offender to discuss the concern and advise a letter will be forthcoming outlining the infraction and action to be taken. This dialogue provides an opportunity to understand the full situation and circumstances.

Spruce Meadow Lane

As per sub-division application and Development Agreement of May 1999, there is a tree buffer in place. Noted as a condition: preservation and protection of an existing tree strip located along the perimeter of the parcel (large spruce trees to remain on easterly boundary).

Homeland Housing

At the Homeland Housing Board meeting May 23/19, the Board requested administration to send a letter to member municipalities, towns and cities inviting presentations for possible relocation of Homeland Housings corporate offices. Homeland Housing is welcoming opportunities for:

- Office space for sale or lease, 7000-10,000 sq. ft. maximum, paved parking for 30 vehicles, central location for seniors and utility serviced to property line;
- Land for sale, lease or donation;
- Potential subsidies and incentives to relocate offices; and
- Potential partnerships for construction

The Town of Bon Accord presented June 27/19.

Edmonton Global

Edmonton Global held their official launch narrative event Thursday, June 20, with a clear plan to attract investment across the Capital Region.

Edmonton Global has redeveloped their website, internet presence, rebranded and had the new logo on display at the official launch. Shareholders and stakeholders were present, from municipal partners to regional and economic development groups, educational institutions and everyone in between, to let everyone know what the narrative is for the region.

Now that the messaging is set for the 15 municipalities involved, everyone will be on the same page and can work together through the group. The focus is on the Edmonton Metro Region being young, educated and growing. The Region is described as inclusive, fast-growing with 15 municipalities, with great academic institutions, a heavily educated population that is young and sets us apart from other jurisdictions around the world, specifically in North America.

The Regional Economic Development Network Compact has been completed. The Compact is an agreement between and amongst Edmonton Global and the economic development Representatives of its Shareholder Municipalities. It sets the principals of professional practice that will guide involvement and the protocols by which participants will interact with Edmonton Global and amongst each other as part of the Edmonton Metropolitan Region Economic Development Network. The Compact is meant for Shareholders of the ED Network and sets out the normative behaviors to establish as a collective body working towards an integrated regional outcome as well as how Edmonton Global will work with partners individually. It is a principal-based agreement to work towards implementation with tweaks as needed. This is not a legal document and is meant to provide a framework for all future work. Each shareholder CAO is to sign the Compact's final page, to be returned by August 16/19. Once all signatures have been received, a complete copy of the compact with signatures will be distributed.

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Economic Development Advisory Committee

Effective July 31/19, Al Koener and Elizabeth Pringle appointments terminated as Directors on the committee. Appointments were a three (3) year term approved July 2016. On behalf of the Town we thank Al and Elizabeth for their time, interest and contributions.

Sturgeon Mayors Golf Tournament

The event was a great success in raising \$27,400 for two deserving charities, Sturgeon Victim Services and West Country Hearth. The Town of Bon Accord is an annual sponsor to this event.

Student Business License

With the inclusion of a “Complimentary” student business license this has generated interest with a student applying. Chocoloco is a home-based business offering chocolate covered fruit skewers. Information is available on the website through the business directory.

Agriculture Pests Act

Town office has received several inquiries regarding pests and the responsibility of the resident or landowner. Governing documents guide and assist in dealing with these concerns.

Pursuant to the ***Agriculture Pests Act, Declaration of Pest or Nuisance, 2(1)*** subject to subsection (2), if the minister considers that an animal, bird, insect, plant or disease is destroying or harming or is likely to destroy or harm any land, livestock or property in all or part of Alberta, the Minister may, by regulation, declare the animal, bird, insect, plant or disease to be (a) a pest or (b) a nuisance, throughout Alberta or in part of Alberta.

Duty of Individual 5(1) An owner or occupant of land may prevent the establishment of, control or destroy a nuisance on land the owner owns, or occupier occupies.

Notice 12(1) When a inspector is of the opinion that land, property or livestock contains or likely to contain a pest or should be protected against a pest, the inspector may issue a notice in writing directed to the owner or occupant of the land or property or the owner or person in control of the livestock (b) naming the pest, (c) specifying the measures to be taken and the material, if any, to be used to prevent the establishment of or to control or destroy the pest, and (d) requiring the measures described in clause (c) to be taken within a specified period of time.

The ***Community Standards Bylaw #2104-06, Section 4.1*** states, an owner is ultimately responsible for all activities on their property which may constitute an infraction of this bylaw, inclusive of additional legislation passed by Town Council.

PLANNING AND DEVELOPMENT

Business and Development Inquiries

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

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Complaints

Complaints received and investigated for this reporting period include:

- Unsightly yards

Business Inquiries	Compliance Certificates	Development Permits	Business Licenses	Bylaw Complaints	
3	4	3	26	11	This Period
14	51	10	26	17	YTD

Meetings/Events Attended/Education

- Manager Meetings – internal exchange of information & updates of Council
- Council Meetings
- Homeland Housing Presentation
- Edmonton Global – meetings
- GEEDT – meeting
- Associated Engineering – Meetings
- Emergency Management – tabletop exercise
- Gloryland Pharmacy - meeting
- Dr. recruitment - meeting
- 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)
AUGUST 2019

Administration

Michele Yaceyko left employment with the Town of Bon Accord and has moved on to Sturgeon County FCSS department. We wish Michele all the best in her new role with Sturgeon County.

Held management meetings in July/Aug which has included discussion and planning for the 2019 Harvest Days Parade and other community parades throughout the summer. Summer programs have been running well, it has a great pleasure to have summer staff throughout the last few months to work with, they bring a great enthusiastic vibe to the office. Erin our summer program coordinator is always happy to assist and think of new ideas for the participants in her programs and Quentin and Dana working on the Town float and participating on parade day are greatly appreciated on a job well done.

Medical Professional Recruitment

Progress in the Medical Professional Recruitment is being seen, and the efforts are starting to look very positive.

Paving Construction

The paving project is now sitting at 95% complete, with landscaping and final touches left to be completed before any inspection processes begin.

Sturgeon Regional Emergency Management Committee

August 12, 2019 was the meeting for the Emergency Management Committee. The 2020 Budget was reviewed and accepted. There is a slight increase over last year for the Town of Bon Accord.

Town of Bon Accord By Election

July 24, 2019 Councilor Jennifer MacArthur handed in her resignation as Councilor with the Town of Bon Accord. A By Election has been set for October 7, 2019 with the Nomination Date set for Aug 26, 2019. Any resident interested in running in the By Election can pick up candidate packages at the Town office or print them off of the website.

AUMA Fall Convention

2019 AUMA Fall Convention will be September 25 to Sept 27, 2019 at the Shaw Conference Centre.

2020 Budget Planning

Administration has to develop and present to Council for approval 2020 Town of Bon Accord Operating Budget and the 2021, 2022, and 2023 Operating Plan.

Administration has to develop and present to Council for approval 2020 Town of Bon Accord Capital Budget and 2021 to 2026 Capital Plan. There are some slight changes from the previous years Municipal Government

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Act regulations on budgets making this requirement of the additional budget plans to compliment the yearly budget.

September 3, 2019 will be the Council/Admin Budget Workshop date, scheduled to begin at 9:00 AM. Then budget discussions will continue throughout the coming meetings to the final approval of the 2020 Operating and Capital Budget by council.

Upcoming Meetings/Events

CAO Breakfast Meeting

Medical Professional Meeting

Staff Meeting

Admin/Council Budget Workshop

Joyce Pierce

Chief Administrative Officer

Town of Bon Accord

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REPORT #6

**MAYOR REPORT
AUGUST 2019**

July 2	Attended regular meeting of Council
August 6	Attended Special Meeting of Council
August 6	Attended Admin Meeting
August 8	Attended Special Meeting of Council
August 10	Participated in Harvest Days Breakfast in Chambers
August 10	Participated in Harvest Days Parade
August 11	Attended Harvest Days Breakfast

Notes:

I wish to document why I was absent from the functions and duties this spring: had contracted an unknown lung infection in Feb. - March that left me unable to do anything. I finally received the drugs to control it near the end of July that has allowed me to return to full duties.

David Hutton
Mayor
Town of Bon Accord

**Town of Bon Accord
Regular Meeting of Council Minutes
August 20, 2019
8:30am**



REPORT #7

**DEPUTY MAYOR REPORT
AUGUST 2019**

June 13, 2019	Attended Redwater Golf Tournament
June 15, 2019	Attended 424 Squadron Review and Awards Dinner
June 20, 2019	Attended Edmonton Global Regional Narrative Public Launch
June 21, 2019	Attended Mayors Golf Tournament
June 22, 2019	Participated in Morinville Breakfast and Parade
July 1, 2019	Participated in Canada Day Celebration at our arena
July 2, 2019	Attended Regular Meeting of Council
July 3, 2019	Attended Roseridge Committee Meeting
July 6, 2019	Participated in 1st Bon Accord Art Show
July 27, 2019	Participated in Legal Fete Aux Village breakfast and parade
August 6, 2019	Attended Special Meeting of Council
August 6, 2019	Attended Admin Briefing
August 8, 2019	Attended Special Meeting of Council
August 9, 2019	Attended Sturgeon County Culinary Event
August 10, 2019	Attended Regional Harvest Days breakfast in chambers
August 10, 2019	Participated in Harvest Days Parade
August 11, 2019	Attended Harvest Days Pancake Breakfast
August 14, 2019	Attended Community in Bloom meeting and lunch
August 14, 2019	Attended Community in Bloom BBQ

Brian Holden
Deputy Mayor
Town of Bon Accord

Town of Bon Accord
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8:30am



REPORT #8

COUNCILLOR REPORT
AUGUST 2019

June 13, 2019	Golfed in the Town of Redwater Annual Golf Tournament. Thank you to Fortis for having us as their guests.
June 18, 2019	Attended Regular Meeting of Council
June 21, 2019	My regrets that due to illness (surgery) was unable to attend the Sturgeon County Mayor's Golf Tournament.
June 27, 2019	Attended Homeland Housing Board Meeting
July 1, 2019	Attended Canada Day Celebrations at the arena. Shout out to Community Services Manager Larson for a great job organizing this event. It was well attended and everyone seemed to enjoy.
July 2, 2019	Attended the Regular Meeting of Council
July 6, 2019	Attended the Art Showcase and visited with the artists.
July 11, 2019	Attended the dedication ceremony for the Bon Accord Cemetery
July 13, 2019	Participated in Gibbons' Pioneer Days Parade
July 16, 2019	Attended a meeting with other parties interested in bringing medical services to Bon Accord. This is a complicated proposition and we need to examine all our options.
July 19, 2019	Attended the ACRWC Workshop Committee and Board Meeting. Please see attachment for highlights.
July 24, 2019	Attended a meeting with Pharmacist Lawrence Fagbemi and Dr. ? regarding bringing medical services to Bon Accord.
July 27, 2019	Attended pancake breakfast and participated in the Fete au Village parade in Legal
Aug 6, 2019	Attended the Special Meeting of Council and then Administration meeting
Aug 8, 2019	Attended the Special Meeting of Council
Aug 10, 2019	Participated in the Harvest Days parade and activities at the arena
Aug 11, 2019	Attended the pancake breakfast at the

Town of Bon Accord
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Alberta Capital Region Wastewater Commission

July Board Meeting Highlights

On July 19, the Board met for a regular meeting. Here's what was on the agenda....

- We updated our strategic plan based on the discussion at our workshop in May. While we didn't change any of our goals or strategies, we did revisit priorities. A copy of the updated plan is available [here](#).
- Our Communication and Advocacy Committee was tasked to come up with a plan to advocate for a one-time transfer of funds from the Provincial and/or Federal Governments so we can offset anticipated financial challenges for funding capital projects in the future.
- The General Manager was given the green light to advertise and award a three-year contract for biosolids hauling with two one-year renewal options. Biosolids management is one of our largest cost-centers and we are looking at alternatives to hauling biosolids but will need to manage them this way for the foreseeable future.
- The Board approved bylaw amendments to remove the option of member communities appointing alternates. After careful deliberation and discussion at our strategic planning workshop in May, the Board felt that the need for alternates is no longer required for the effective governance of the Commission.
- The Board updated its Service Expansion Policy. Please contact us if you would like a copy. (We will be updating our website soon so that all Board policies are available online.)
- The ACRWC is helping sponsor the Western Canada Water Conference to be held in Edmonton this year in September. Click [here](#) for more information.

It's been a wet summer so far this year....

... and the excess wet weather flows continue to cause some problems:

It's been a wet summer so far this year....

... and the excess wet weather flows continue to cause some problems:

- All that water moves a lot of solids down the pipe and causes blockages at our pump stations and in our lines. That means a lot of after hours call-outs and overtime.
- There was a mechanical failure at the Gibbons Pump Station in June while we were dealing with a blocked pump and we bypassed to the Sturgeon River resulting in a contravention of our operating approval.
- Treatment was compromised by the excess flow and we had to actively manage some of our larger industrial flows to ensure we met our treatment limits for June.

In spite of some dry years recently, these issues in 2019 show that our *Wet Weather Flow Management Strategy* is as important as ever. Unless a member has an approved management plan in place already, discharge permits require that members should be actively monitoring the flows in their systems during these events so we can identify the sources of the excess flow.



Community Outreach

**Town of Bon Accord
Regular Meeting of Council Minutes
August 20, 2019
8:30am**

Community Outreach

This past spring we participated in two community outreach events: one in St. Albert and one in Leduc County. We have an interactive program that engages the public on wastewater issues and draws attention to what should and shouldn't be flushed. Check out our clog campaign at www.theclog.ca. If any of our member communities are hosting an environmental or public works event, we're more than happy to participate. Contact [Ron Calpito](#) for more information.

Did you know?

The ACRWC and a number of other Canadian wastewater utilities helped fund a research study into the "flushability" of certain products? Have a look at the final report [here](#).

For more information, please contact us at info@acrwc.ab.ca
or call us at
[\(780\) 467-8655](tel:(780)467-8655)

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Lynn Bidney
Councillor
Town of Bon Accord