

**Town of Bon Accord**  
**Regular Meeting of Council Minutes**  
**January 21, 2020**  
**8:30 am**



**PRESENT**

Mayor David Hutton  
Deputy Mayor Lynn Bidney  
Councillor Tanya May  
Councillor Lacey Laing  
Councillor Brian Holden

**ADMINISTRATION**

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

**CALL TO ORDER**

Mayor Hutton called the meeting to order at 8:32 am.

**ADOPTION OF AGENDA**

COUNCILLOR HOLDEN MOVED THAT the agenda for the January 21, 2020 Regular Meeting of Council be adopted, as amended by moving New Business items *6.3 ICF Waste to Energy Pilot Project* to Correspondence - agenda item 10.3; *and* adding Correspondence item *10.4 Alberta Order of Excellence* and adding applicable FOIP Act to Closed Session item *11.1 FOIP Act – Local Public Body Confidences Section 23(1)(a)*.

**CARRIED RESOLUTION 20-020**

**ADOPTION OF MINUTES**

*Regular Meeting of Council – January 7, 2020*

COUNCILLOR MAY MOVED THAT the minutes of the January 7, 2020 Regular Meeting of Council be accepted, as presented.

**CARRIED RESOLUTION 20-021**

**DEPARTMENT REPORTS**

*Finance (attached report #1)*

*Community Services (attached report #2)*

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

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

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

DEPUTY MAYOR BIDNEY MOVED THAT Council accept the department reports, as information, as presented.

**CARRIED RESOLUTION 20-022**

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**UNFINISHED BUSINESS**

***Gift for Peggy Teneycke***

COUNCILLOR MAY MOVED TO direct Administration to make a personalized card and host a cake and coffee event for library volunteer Peggy Teneycke's retirement on February 4 @ 4 pm.

**CARRIED RESOLUTION 20-023**

***Council Request for Roles and Responsibilities***

COUNCILLOR HOLDEN MOVES TO direct administration to advise Municipal Affairs the dates of March 9 or 18 or 23 as alternate dates for Roles and Responsibilities Presentation and that all Council member will be in attendance.

**CARRIED RESOLUTION 20-024**

**NEW BUSINESS**

***Use of Council Chambers***

COUNCILLOR HOLDEN MOVES TO direct Administration to develop a policy on the use of Council Chambers and bring back for review.

**CARRIED RESOLUTION 20-025**

***Lilian Schick Career Fair***

COUNCILLOR LAING MOVED THAT Council directs Administration to RSVP that Mayor Hutton, Councillor Holden and Councillor May will attend the Lilian Schick Career Fair, on Monday January 27, 2020. Councillor May will be arriving at approximately 2:15pm.

**CARRIED RESOLUTION 20-026**

***Utility Account Write-offs***

COUNCILLOR HOLDEN MOVED THAT Council approve the write off-of uncollectible inactive utility accounts to the Water Bad Debt Account as at December 31, 2019 and send any applicable accounts with a balance greater than \$100 to our Collection Agency.

**CARRIED RESOLUTION 20-027**

***Estate of Dr. Douglas Palmer***

COUNCILLOR HOLDEN MOVES TO direct administration to reply to Annie Lutgen, Estate Executrix that the Town of Bon Accord declines acceptance of the book collection of the late Dr. Douglas Palmer, and suggests she contact Jasper Town or Elk Island.

**CARRIED RESOLUTION 20-028**

**BYLAWS | POLICIES | AGREEMENTS**

**BYLAWS**

***Waste Collection Bylaw; Bylaw #2020-02***

COUNCILLOR MAY MOVED THAT Council approve 2<sup>nd</sup> reading of the Waste Bylaw; Bylaw #2020-02 as presented.

**CARRIED RESOLUTION 20-029**

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DEPUTY MAYOR BIDNEY MOVED THAT Council approve 3<sup>rd</sup> and final reading of the Waste Bylaw; Bylaw #2020-02 as presented.

**CARRIED RESOLUTION 20-030**

***Wastewater Bylaw; Bylaw #2020-01***

COUNCILLOR HOLDEN MOVED THAT Council approve 2<sup>nd</sup> reading of the Wastewater Bylaw; Bylaw #2020-01 as presented.

**CARRIED RESOLUTION 20-031**

DEPUTY MAYOR BIDNEY MOVED THAT Council approve 3<sup>rd</sup> and final reading of the Wastewater Bylaw; Bylaw #2020-01, as presented.

**CARRIED RESOLUTION 20-032**

MAYOR HUTTON MOVED THAT Council take a short break at 10:22 am.

**CARRIED RESOLUTION 20-033**

MAYOR HUTTON called the meeting back to order at 10:30 am.

***Tax Installment Payment Plan (TIPP) Bylaw; Bylaw #2020-03***

COUNCILLOR MAY MOVED THAT Council approve 2<sup>nd</sup> reading of the Tax Installment Payment Plan (TIPP) Bylaw; Bylaw #2020-03, as presented.

**CARRIED RESOLUTION 20-034**

COUNCILLOR HOLDEN MOVED THAT Council approve 3<sup>rd</sup> and final reading of the Tax Installment Payment Plan (TIPP) Bylaw; Bylaw #2020-03, as presented.

**CARRIED RESOLUTION 20-035**

***Cemetery Bylaw; Bylaw #2020-04***

COUNCILLOR HOLDEN MOVED THAT Council give 1<sup>st</sup> reading to the Cemetery Bylaw; Bylaw #2020-04 and directs administration to amend Bylaw #2020-04, as discussed, before bringing back for 2<sup>nd</sup> and 3<sup>rd</sup> readings.

**CARRIED RESOLUTION 20-036**

***Municipal Borrowing Bylaw - Capital; Bylaw #2020-06***

COUNCILLOR LAING MOVED THAT Council approve 1<sup>st</sup> reading of the Municipal Borrowing Bylaw - Capital; Bylaw #2020-06, as presented.

**CARRIED RESOLUTION 20-037**

***Municipal Borrowing Bylaw - Operating; Bylaw #2020-07***

COUNCILLOR HOLDEN MOVED THAT Council approve 1<sup>st</sup> reading of the Municipal Borrowing Bylaw - Operating; Bylaw #2020-07, as presented.

**CARRIED RESOLUTION 20-038**

COUNCILLOR MAY MOVED THAT Council approve 2<sup>nd</sup> reading of the Municipal Borrowing Bylaw - Operating; Bylaw #2020-07, as presented.

**CARRIED RESOLUTION 20-039**

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DEPUTY MAYOR BIDNEY MOVED THAT Council give unanimous consent to hear three readings of the Municipal Borrowing Bylaw – Operating; Bylaw #2020-07 in one meeting.

**CARRIED RESOLUTION 20-040**

COUNCILLOR LAING MOVED THAT Council approve 3<sup>rd</sup> and final reading of the Municipal Borrowing Bylaw - Operating; Bylaw #2020-07, as presented.

**CARRIED RESOLUTION 20-041**

**WORKSHOPS| MEETINGS| CONFERENCES**

***FCM Conference 2020***

DEPUTY MAYOR BIDNEY MOVED THAT Council approve the attendance of Mayor Hutton and Councillor Laing at FCM Conference 2020 held June 4<sup>th</sup> – 7<sup>th</sup>, 2020, and direct administration to register members and make travel arrangements.

**CARRIED RESOLUTION 20-042**

COUNCILLOR HOLDEN MOVED THAT Councillor May be approved to attend the FCM Conference 2020, as an alternate, if Mayor Hutton or Councillor Laing are unable to attend.

**CARRIED RESOLUTION 20-043**

**COUNCIL REPORTS**

***Mayor Hutton (attached report #6)***

***Deputy Mayor Bidney (attached report #7)***

***Councillor May (attached report #8)***

***Councillor Laing (attached report #9)***

***Councillor Holden (attached report #10)***

DEPUTY MAYOR BIDNEY MOVED THAT Council accept all Council Reports, as information, as presented.

**CARRIED RESOLUTION 20-044**

**CORRESPONDENCE**

***Municipal Affairs – Assessment Year Modifiers***

***Alberta Health Services – Legalization of Edibles, Extracts and Topicals***

***ICF Waste to Energy Pilot Project***

***The Alberta Order of Excellence***

COUNCILLOR MAY MOVED THAT Council accept the correspondence as information and file accordingly.

**CARRIED RESOLUTION 20-045**

**CLOSED SESSION**

***Intermunicipal Collaboration and Intermunicipal Development Plan; FOIP Act – Local Public Body Confidences Section 23(1)(a)***

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***Business Development; FOIP Act – Disclosure harmful to business interests of a third-party Section 16(1)(a)(i)(ii)(b)***

COUNCILLOR HOLDEN MOVED THAT Council move to Closed Session at 11:45 am.  
**CARRIED RESOLUTION 20-046**

DEPUTY MAYOR BIDNEY MOVED THAT Council return to open session at 12:52 pm.  
**CARRIED RESOLUTION 20-047**

No members of the gallery returned to the meeting.

DEPUTY MAYOR BIDNEY MOVED THAT Council accept the information on the Intermunicipal Collaboration and Intermunicipal Development Plan and instruct administration to proceed as directed.

**CARRIED RESOLUTION 20-048**

**ADJOURNMENT**

MAYOR HUTTON MOVED THAT the January 21, 2020 Regular Meeting of Council adjourn at 12:55 pm.

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Mayor David Hutton

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Joyce Pierce, CAO

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REPORT #1

**FINANCE**  
**JANUARY 2020**

**GENERAL MUNICIPAL**

As of December 31, 2019, 95% of current municipal taxes were collected. A penalty of 15% was applied on all outstanding balances after the year end, effective January 1, 2020. On October 24, the town received the updated ASFF (Alberta School) requisition for 2019. The requisition increased by 3% from \$387,015 to \$397,631. The final invoice for 2019 was withdrawn in December for \$107,369 based on the 2019 requisition amount and included adjustments related to the March, June, and September 2019 invoices that reflected the increase as well.

**PUBLIC WORKS**

Roads and storm sewer are in line with budget, both for revenues and expenses. Water and sewer sales and purchases are both coming in under budget currently. This is due to sending an average of 1,000m<sup>3</sup> less this year compared to 2018. Truckfill sales are slightly over budget. Contracted services for water and sewer are forecasted to be close to or slightly over budget due to main valve repairs. Garbage is forecasted to be on budget for revenue and expenses. Final invoices and year-end adjustments are still coming in.

**PROTECTIVE SERVICES**

Contracted fire support invoice not yet received. Final invoices and year-end adjustments are still coming in.

**ADMINISTRATION**

Administration revenue and expenses are forecasted to be on or under budget for the year. Final invoices and year-end adjustments are still coming in. The audit is scheduled for February 12-14, 2020.

**COMMUNITY SERVICES**

Community services revenue and expenses are forecasted to be on or under budget overall. Final invoices and year-end adjustments are still coming in.

**PARKS & RECREATION**

The summer season came to a successful end. Grant receipt for summer students has been received. Overall, expenses came in under budget.

**ARENA**

The arena is open and is generating operating revenue and expenses for the 2019-2020 season. Final invoices and year-end adjustments are still coming in.

**ECONOMIC DEVELOPMENT**

Economic development revenue and expenses are forecasted to be on or under budget. Final invoices and year-end adjustments are still coming in.

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**CAPITAL**

Sources of capital revenue will be MSI and GTF. Due to the 49<sup>th</sup> Avenue and Arena Upgrade projects not approved for ICIP grant funding, administration is forecasting there will be no carry-forward of either MSI or GTF funds. MSI applications for 49<sup>th</sup> Avenue Reconstruction and the Arena Upgrades projects have been revised to reflect the amended total financial support required.

**Projects:**

*49<sup>th</sup> Avenue Reconstruction:* Some final expenditures still coming in. Current expenses: \$352,331

*Arena LED Lighting Retrofit:* The lights have been installed. Current expenses: \$33,300

*Arena Upgrades:* Completed for the year. Current expenses: \$59,312

*Development Infrastructure:* Master servicing plan, currently in progress. Expenses to date: \$141,596

*Ventrac Mower:* Purchased \$50,566

*Administration iCity Upgrade:* Ongoing project, training is underway. Expenses to date: \$13,007

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

| Department             | 2019 YTD Revenue |                  | 2019 YTD Revenue | 2019 YTD Expense |                  | 2019 YTD Expense | 2019 YTD Net      | 2019 YTD Net      | 2019 YTD Net   | % Variance |
|------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|----------------|------------|
|                        | Actual           | Budget           | Variance         | Actual           | Budget           | Variance         | Actual            | Budget            | Variance       |            |
| General Municipal      | 2,235,012        | 2,248,865        | -13,853          | 412,160          | 403,064          | -9,096           | 1,822,852         | 1,845,801         | -22,949        | 1%         |
|                        | <b>2,235,012</b> | <b>2,248,865</b> | <b>-13,853</b>   | <b>412,160</b>   | <b>403,064</b>   | <b>-9,096</b>    | <b>1,822,852</b>  | <b>1,845,801</b>  | <b>-22,949</b> |            |
| Public Works - Roads   | 13,024           | 12,500           | 524              | 362,159          | 430,556          | -68,397          | -349,135          | -418,056          | 68,921         | 16%        |
| Storm Sewer & Drain    | 0                | 0                | 0                | 16,887           | 17,527           | -660             | -16,887           | -17,527           | 660            | 4%         |
| Water                  | 422,871          | 497,000          | -74,129          | 535,981          | 604,606          | -68,645          | -113,089          | -107,608          | -5,483         | 5%         |
| Sewer                  | 248,283          | 324,600          | -76,337          | 274,332          | 338,306          | -63,974          | -26,069           | -13,706           | -12,363        | 90%        |
| Garbage                | 126,540          | 143,566          | -17,026          | 162,305          | 163,065          | -760             | -35,764           | -19,499           | -16,265        | 83%        |
| Cemetery               | 6,650            | 5,500            | 1,150            | 6,673            | 9,065            | -2,392           | -23               | -3,585            | 3,542          | 99%        |
|                        | <b>817,348</b>   | <b>983,166</b>   | <b>-165,818</b>  | <b>1,358,296</b> | <b>1,563,125</b> | <b>-204,829</b>  | <b>-540,948</b>   | <b>-579,959</b>   | <b>39,011</b>  |            |
| Fire Department        | 8,752            | 8,752            | 0                | 23,919           | 47,905           | -23,986          | -15,166           | -39,153           | 23,987         | 61%        |
| Emergency Services     | 0                | 0                | 0                | 17,020           | 17,803           | -783             | -17,020           | -17,803           | 783            | 4%         |
| Bylaw                  | 53,826           | 53,236           | 590              | 29,548           | 49,236           | -19,688          | 24,277            | 4,000             | 20,277         | 507%       |
|                        | <b>62,578</b>    | <b>61,988</b>    | <b>590</b>       | <b>70,487</b>    | <b>114,944</b>   | <b>-44,457</b>   | <b>-7,909</b>     | <b>-52,956</b>    | <b>45,047</b>  |            |
| Administration         | 2,922            | 67,500           | -64,578          | 372,988          | 528,457          | -155,469         | -370,067          | -460,957          | 90,890         | 20%        |
| Election               | 0                | 0                | 0                | 4,068            | 1,000            | 3,068            | -4,068            | -1,000            | -3,068         | 307%       |
| Library                | 11,948           | 10,480           | 1,468            | 33,569           | 56,824           | -23,255          | -21,621           | -46,344           | 24,723         | 53%        |
| Lilian Schick          | 3,508            | 400              | 3,108            | 0                | 0                | 0                | 3,508             | 400               | 3,108          | 777%       |
| Council                | 0                | 0                | 0                | 84,722           | 99,647           | -14,925          | -84,722           | -99,647           | 14,925         | 15%        |
|                        | <b>18,377</b>    | <b>78,380</b>    | <b>-60,003</b>   | <b>495,347</b>   | <b>685,928</b>   | <b>-190,581</b>  | <b>-476,970</b>   | <b>-607,548</b>   | <b>130,578</b> |            |
| Community Services     | 42,872           | 43,981           | -1,109           | 84,578           | 92,666           | -8,088           | -41,708           | -48,685           | 6,979          | 14%        |
| Recreation Programs    | 29,983           | 27,433           | 2,550            | 70,913           | 84,116           | -13,203          | -40,930           | -56,683           | 15,753         | 28%        |
| Parks & Recreation     | 28,458           | 18,300           | 10,158           | 120,982          | 114,052          | 6,930            | -92,524           | -95,752           | 3,228          | 3%         |
| Arena                  | 184,639          | 175,000          | 9,639            | 208,356          | 252,683          | -44,327          | -23,717           | -77,683           | 53,966         | 69%        |
| Municipal Planning     | 8,019            | 6,600            | 1,419            | 112,334          | 198,192          | -85,858          | -104,315          | -191,592          | 87,277         | 46%        |
| Economic Development   | 1,777            | 0                | 1,777            | 91,500           | 117,544          | -26,044          | -89,723           | -117,544          | 27,821         | 24%        |
|                        | <b>295,747</b>   | <b>271,314</b>   | <b>24,433</b>    | <b>688,662</b>   | <b>859,253</b>   | <b>-170,591</b>  | <b>-392,915</b>   | <b>-587,939</b>   | <b>195,024</b> |            |
| TOTAL                  | <b>1,194,051</b> | <b>1,394,848</b> | <b>-200,797</b>  | <b>2,612,792</b> | <b>3,223,250</b> | <b>-610,458</b>  | <b>-1,418,741</b> | <b>-1,828,402</b> | <b>409,661</b> |            |
| TOTAL (incl. Gen Mun.) | <b>3,429,063</b> | <b>3,643,713</b> | <b>-214,650</b>  | <b>3,024,952</b> | <b>3,626,314</b> | <b>-619,554</b>  | <b>404,111</b>    | <b>17,399</b>     | <b>386,712</b> |            |
| CAPITAL                | <b>335,194</b>   | <b>429,181</b>   | <b>-93,987</b>   | <b>733,838</b>   | <b>880,000</b>   | <b>-146,162</b>  | <b>-398,643</b>   | <b>-450,819</b>   | <b>52,176</b>  | 12%        |

**Falon Fayant**  
 Finance Manager  
 Town of Bon Accord

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REPORT #2

**COMMUNITY SERVICES**  
**JANUARY 2020**

**COMMUNITY SERVICES**

**Pickleball**

The first drop-in Pickleball session was held on Monday January 6, 2020. There were 4 participants from Gibbons, 1 from Opal, and a resident from Bon Accord. I have received a phone call from a potential volunteer hostess. Program was canceled on January 13, due to extreme weather.

**Family Day**

Details are being finalized for the Family Day event. The event will be held on February 17 at the arena. Free skating, hotdog lunch, board games, face painting and outdoor activities will be provided.

**Spring/Summer Program Guides**

Preparation for the program guides have begun. They are scheduled to be mailed out in the beginning of March.

**EVENTS/MEETINGS**

**Lilian Schick Meeting**

Spoke with Mrs. Greenwood on ways to get kids more involved with the community. Ideas that were passed around: youth to partner with CiB or community garden. Organizing an intergenerational program with the seniors in town, a mock council meeting at the school. Other ideas have the youth participate in the Feed the Families food drive again, as well as have the drama class perform at the amphitheater.

**Preparation for Upcoming Events**

Ongoing preparation for events:

Pickleball (January)

Family Day (February)

Council Workshop (February)

**UPCOMING MEETINGS/EVENTS**

MARD- SMART Van (January 22)

ESS Training (January 28)

Edmonton Evergreen FCSS Meeting (January 30)

Sturgeon Adult Learning (February 11)

**Jenny Larson**

*Community Services Coordinator*

*Town of Bon Accord*



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REPORT #3

**OPERATIONS**  
**JANUARY 2020**

**PUBLIC WORKS**

- Tree removal is nearly complete along 51<sup>st</sup> Ave between 53<sup>rd</sup> Street and 56<sup>th</sup> Street.
- The Public Works yard was broken into on January 13<sup>th</sup> at 1:00 am. The front gate and both overhead shop doors were destroyed. The culprit only removed a barrel pump and a tow strap. The damages will total nearly \$15,000.

**ROADS**

- Intersections and streets were sanded numerous times.
- 1 full snow removal will be required to this point.

**EQUIPMENT/VEHICLES**

- Regular maintenance continues on equipment and vehicles when necessary.

**CEMETERY**

- 1 full burial

**WATER**

- Monthly water reads occurred on January 2 /20.
- Completed 1 Alberta 1<sup>st</sup> Calls in December.
- Pump 102 was removed.

**SEWER**

**ARENA/PARKS & RECREATION**

- The ice plant repairs have been completed. The plant seems to be operating better.
- An outdoor rink liner was supplied to a resident on December 23/19.

**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**  
**JANUARY 2020**

**ECONOMIC DEVELOPMENT**

Edmonton Economic Development Corporation (EEDC)

EEDC will likely be scaled down considerably, focusing on Tourism, managing the EXPO Centre and Edmonton convention center. Currently EEDC employs 1400 full time, part-time and program employees with an annual budget of \$20 Million. It is unclear how many jobs will be affected by the separation of duties. Edmonton Global will tentatively manage attracting foreign investment and developing trade. An innovation authority will be created for TEC Edmonton, InnovateYEG, Start-Up Edmonton and Health City. Changes to happen in March 2020.

Cannabis - Commercial Tax Rates

Towns, counties and other municipalities will be allowed to charge cannabis growers commercial property taxes in 2020. Rural and Urban Municipalities have pushed for the change, as the sizeable new facilities put a strain on municipal services. The intent is recognizing development is taking place. The cost will depend on local property tax rates and how the local assessor calculates the value of property. In a small municipality with facilities as large as one million sq. ft., the extra revenue could be substantial.

Metro Region Budgets

Recently passed budgets in the Region:

*Parkland County* – interim budget with an overall municipal tax increase of 2.1%. The adopted budget recognizes cost reduction across departments, while trying to recover from the economic downturn.

*St Albert* – 2020 budget with an average 2.5% property tax increase. The majority is earmarked for work to repair, maintain and replace infrastructure.

*Sturgeon County* – 2020 budget is a tax increase of 1.18%. Recent policing costs is a large expense to incur.

*Fort Saskatchewan* - 2020 budget is a minor increase of .44% for property tax increase. The increase was reduced from an earlier proposed 2.1% hike through funding adjustments, refusals, including three new city staffing position requests.

*Morinville* – 2020 budget with a 2% residential property tax increase. Utility costs are also expected to rise 5%

*Gibbons* – interim budget with an increase of around 4%.

Greater Parkland Regional Chamber

The Spruce Grove, Wabamun and Stony Plain District Chambers of Commerce united to become the Greater Regional Chamber of Commerce. The new organization has a 16-member board and is one of the largest chambers in the Province.

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St. Albert – Land Donation or Lease

St. Albert is investigating an option for expanding affordable housing in the downtown core. Two city-owned lots will go up for donation or a long term lease for developers and non-profits that are interested in offering accessible affordable housing.

Developers or non-profits could take the land as a donation and follow city requirements to offer rates at 20 percent below market value of an agreed upon number of units. The other option is for interested parties to enter a land lease, which would see the land and buildings returned to the City after the lease is up. An expression of interest will be initiated in the beginning of 2020 and administration will provide recommendations by the end of May.

Nation’s Largest Shopping Mall – South Florida

American Dream Miami will be the largest shopping center in the US. Mall is expected to open by 2025, with construction set to begin in late 2021 by Canadian development firm Triple Five Group. Triple 5 expects to spend \$4.5 billion to \$5 billion to build five million square feet in unincorporated Miami-Dade County. There will be a theme park inside the shopping centre (water park, ice skating rink, indoor ski slope, 14 screen 3-D movie theatre and a performing arts centre. The mall park will have indoor lakes and an aquarium. There has been concern raised by locals and local government regarding the effect the mall will have on traffic in the area. Triple Five Group will spend \$210 million in road and interchange improvements. The company will also pay \$5.9 million in upfront impact fees to expand five Miami-Dade bus routes to the mega-mall. Building a \$12 million transit centre is also part of the plan.

Concerns of taxpayer money being used to fund the project is part of Triple Five Group history of demanding taxpayer financing and public funds for its projects. County Mayor is opposed to tax dollars funding projects and has informed Triple Five Group they would receive no public funds, tax breaks or incentives.

The Inspections Group

A new system is being implemented by the Inspections Group to complete inspections reports in the field. The inspectors will be able to use their phones to complete reports while on site. Once complete, the reports are sent out directly from their phones to the applicant. Sending reports directly from site will eliminate delays in getting reports to the applicants and municipality.

**PLANNING AND DEVELOPMENT**

Development / Investment

- Inquiry on available commercial lands
- Application submitted for redistricting

Business and Development Inquiries

- Commercial Business

Complaints

Complaints received and investigated for this reporting period include:

- No complaints reported for this reporting period

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- Ongoing monitoring of residential property (unsightly)

| Business Inquiries | Compliance Certificates | Development Permits | Business Licenses | Bylaw Complaints |             |
|--------------------|-------------------------|---------------------|-------------------|------------------|-------------|
| 1                  | 0                       | 0                   | 13                | 0                | This Period |
| 1                  | 0                       | 0                   | 13                | 0                | YTD         |

**Meetings/Events Attended/Education**

- Manager Meetings – internal exchange of information & updates of Council
- UDI
- Council Meetings
- GEEDT – 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*

**Town of Bon Accord**  
**Regular Meeting of Council Minutes**  
**January 21, 2020**  
**8:30 am**

REPORT #5

**CHIEF ADMINISTRATIVE OFFICER (CAO)**  
**JANUARY 2020**

***Administration***

Held management meetings in January which has included preliminary discussion and planning for the 2019 Council Workshop planned for Feb 20 & 21, 2020.

As Council is all aware of the devastating fire that happened on the evening of Jan 14, 2020 at the Rednex Liquor Store and Honey's BBQ, Council and staff have extended our sincere sympathies. They are working with their insurance companies as to what the next steps will be at this time.

***Training***

President's Summit AUMA - Municipal Finances Transparent and Effective is a two-day session with a jam packed agenda.

***Emerging Trends Brownlee LLP***

The emerging trends in law workshop that Brownlee puts on every year is coming up on Feb 13, 2020. This workshop provides some insight into new trends and how municipalities can avoid any pitfalls that may be coming up with new legislations and regulations.

***Medical Professional Welcome***

On Jan 24, 2020 the Town is hosting a Welcome open house cake and coffee at the Doctor Clinic/Pharmacy from 10:00 AM until 12:00 noon. Council members will be in attendance to welcome residents' and help make introductions.

***Break In Public Works***

On the early hours of Monday Jan 13, 2020 our Public Works shops were broken into. Ken will provide details in his report.

***Meetings Attended***

|                     |                         |
|---------------------|-------------------------|
| Management Meetings | Regular Meeting Council |
| ICF/IDP meeting     |                         |

***Upcoming Meetings***

|                            |                            |
|----------------------------|----------------------------|
| Regional CAO Breakfast Mtg | Doctor/ Pharmacy Welcoming |
| AUMA Summit Finance        | Industrial Heartland Event |

As you can see, we have hit the ground running in the new year and are looking forward too many new programs and developments coming forward in 2020. The Council's 2019 Year in Review was sent out to the residents. The letter is a record of all the accomplishments that have been achieved over the last year.

**Joyce Pierce**

*Chief Administrative Officer*  
*Town of Bon Accord*

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REPORT #6

**MAYOR REPORT  
JANUARY 2020**

|               |                                       |
|---------------|---------------------------------------|
| Dec. 17, 2019 | Attended regular meeting of council   |
| Dec. 19, 2019 | Attended Personnel Meeting            |
| Jan. 3, 2020  | Attended Meeting with CAO Pierce      |
| Jan. 7, 2020  | Attended regular meeting of council   |
| Jan. 9, 2020  | Attended Roseridge Commission Meeting |

Notes:

The medical leave that I had requested was shortened by Christmas and with the healing I was able to return at the beginning of Jan. Thank you all for your support during this difficult time.

**David Hutton**  
*Mayor*  
*Town of Bon Accord*

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REPORT #7

**DEPUTY MAYOR REPORT**  
**JANUARY 2020**

|                   |  |
|-------------------|--|
| December 12, 2019 | Attended the Roseridge Commission meeting. The budget was presented and accepted. Some efficiencies have been found and the budget is smaller than the 2019 budget.  |
| December 13, 2019 | Attended the staff Christmas luncheon. Great food and a great time had by all.   |
| December 19, 2019 | Attended the Homeland Housing board meeting and Christmas lunch. To understand transportation needs of seniors in the region a questionnaire was distributed. The Sturgeon Mobility Assisted Regional Transportation (SMART) Van Program model is hoping to improve seniors' transportation in the area and plans to purchase/operate a van service are being worked on. There will be a charge for this service. The average amount seniors are willing to pay for a trip to Edmonton is \$20.00. Also, of note is that there is a political willingness to get the specialty unit at Diamond Springs lodge up and running perhaps as soon as March. AHS has identified there is a need for 75 more of these type of beds within the Sturgeon/Westlock region. A good percentage of these individuals are taking up acute care beds waiting for suitable housing. |
| January 7, 2020   | Attended the Regular Meeting of Council  |
| January 13, 2020  | Attended the ICF/IDP Meeting with Sturgeon County.   |
| January 15, 2020  | Meeting with Sturgeon Public School Board was cancelled by the School Board  |

**Lynn Bidney**  
*Deputy Mayor*  
*Town of Bon Accord*

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REPORT #8

**COUNCILLOR REPORT  
JANUARY 2020**

|                  |  |
|------------------|--|
| January 7, 2020  | Regular meeting of council.                                      |
| January 14, 2020 | Library board meeting – Cancelled due to weather.                |
| January 15, 2020 | Public school division board meeting – Cancelled due to weather. |

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

REPORT #9

**COUNCILLOR REPORT  
JANUARY 2020**

|                   |   |
|-------------------|---|
| December 17, 2019 | Regular Meeting of Council                      |
| January 7, 2020   | Regular Meeting of Council                      |
| January 13, 2020  | Intermunicipal Development Planning ICF meeting |

Note: I found this meeting interesting, especially being so new to the Council position. I can see why the MGA would require the Town, in cooperation with the County, to have a written document outlining all specified duties and agreements. This takes time, consideration and gives the Town/County a chance to really review their policies and who is responsible for each thing.

Some things were addressed that I am sure we will see pop up again in the near future, such as the relationship with the County and the water fill station, cost sharing of repairs, Town owned roads maintained by County/Town, revision as well as annexation. I personally think that if we were to annex some of the land only in and around the highway, it would be beneficial to us. It seems as we may not have the best interest in our Town, by one particular Sturgeon Council member, but the Town of Bon Accord does indeed have a beneficial location, right on the highway. If we were to acquire more land, that would be my position.

**Lacey Laing**  
*Councillor  
Town of Bon Accord*



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REPORT #10

**COUNCILLOR REPORT  
JANUARY 2020**

December 11, 2019 Attended Seniors dinner at the Jewel box. Lots of good conversation and good positive views of the town.

December 13, 2019 Attended Christmas lunch in Chambers. Great time! An opportunity to see town staff having a good time and enjoying each other's company. I was very impressed.

December 16, 2019 Watched Doug Griffiths Webinar on his view of economic development. Very interesting with lots of good information that we may be able to use in the future.

December 17, 2019 Attended Regular Meeting of Council.

December 31, 2019 Brought in the new year with our town's seniors. One comment was about the trees and long grass on 54<sup>th</sup> Ave between 47<sup>th</sup> and 49<sup>th</sup> street. A resident told me that there were trees marked for removal several years ago, but the markings have been removed and that this appears to be a dumping area for garbage. I drove by and determined that this would need to be revisited when the snow is gone.

January 7, 2020 Attended Regular Meeting of Council.

January 13, 2020 Attended ICF/IDP meeting with Sturgeon County. This was a preliminary meeting to go over both drafts. More meetings to follow.

January 15, 2020 School Trustee meeting for today was cancelled due to weather.

**Brian Holden**  
*Councillor*  
*Town of Bon Accord*