

**Town of Bon Accord
AGENDA
Regular Council Meeting
February 4, 2020 7pm
Council Chambers**

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1.** Regular Meeting of Council – January 21, 2020 (enclosure)
 - 3.2.** Special Meeting of Council – January 24, 2020 (enclosure)
- 4. UNFINISHED BUSINESS**
 - 4.1.** Sub-Regional Discussion Meeting (enclosure)
- 5. NEW BUSINESS**
- 6. BYLAWS/POLICIES/AGREEMENTS**

BYLAWS

 - 6.1** Chief Elected Official Bylaw #2020-09; 1st reading (enclosure)
 - 6.2** Parental Leave for Council Bylaw #2020-05; 1st reading (enclosure)
 - 6.3** Intermunicipal Development Plan Bylaw #2020-10; 1st reading (enclosure)
- 7. WORKSHOPS/MEETINGS/CONFERENCES**
 - 7.1** PPCLI For the Soldier Breakfast (enclosure)
 - 7.2** ACCPA 2020 Conference (enclosure)
 - 7.3** AUMA 2020 Municipal Leaders' Caucus (enclosure)
- 8. CORRESPONDENCE**
- 9. CLOSED SESSION**
- 10. ADJOURNMENT**

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 Luttgen, 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 2nd 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 3rd 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 2nd reading of the Wastewater Bylaw; Bylaw #2020-01 as presented.

CARRIED RESOLUTION 20-031

DEPUTY MAYOR BIDNEY MOVED THAT Council approve 3rd 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 2nd reading of the Tax Installment Payment Plan (TIPP) Bylaw; Bylaw #2020-03, as presented.

CARRIED RESOLUTION 20-034

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

CARRIED RESOLUTION 20-036

Municipal Borrowing Bylaw - Capital; Bylaw #2020-06

COUNCILLOR LAING MOVED THAT Council approve 1st 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 1st reading of the Municipal Borrowing Bylaw - Operating; Bylaw #2020-07, as presented.

CARRIED RESOLUTION 20-038

COUNCILLOR MAY MOVED THAT Council approve 2nd 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 3rd 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 4th – 7th, 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 of 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.

Mayor David Hutton

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 1,000m³ 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 49th 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 49th Avenue Reconstruction and the Arena Upgrades projects have been revised to reflect the amended total financial support required.

Projects:

49th 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%
	2,235,012	2,248,865	-13,853	412,160	403,064	-9,096	1,822,852	1,845,801	-22,949	
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%
	817,348	983,166	-165,818	1,358,296	1,563,125	-204,829	-540,948	-579,959	39,011	
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%
	62,578	61,988	590	70,487	114,944	-44,457	-7,909	-52,956	45,047	
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%
	18,377	78,380	-60,003	495,347	685,928	-190,581	-476,970	-607,548	130,578	
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%
	295,747	271,314	24,433	688,662	859,253	-170,591	-392,915	-587,939	195,024	
TOTAL	1,194,051	1,394,848	-200,797	2,612,792	3,223,250	-610,458	-1,418,741	-1,828,402	409,661	
TOTAL (incl. Gen Mun.)	3,429,063	3,643,713	-214,650	3,024,952	3,626,314	-619,554	404,111	17,399	386,712	
CAPITAL	335,194	429,181	-93,987	733,838	880,000	-146,162	-398,643	-450,819	52,176	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 51st Ave between 53rd Street and 56th Street.
- The Public Works yard was broken into on January 13th 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 1st 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*

Unapproved

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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

Unapproved

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

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*

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

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 54th Ave between 47th and 49th 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

Town of Bon Accord
Special Meeting of Council Minutes
January 24, 2020
9:24 am



PRESENT

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

ADMINISTRATION

Joyce Pierce, Chief Administrative Officer

CALL TO ORDER

Mayor Hutton called the meeting to order at 9:24 am.

ADOPTION OF AGENDA

DEPUTY MAYOR BIDNEY MOVED THAT the agenda be accepted, as presented.

CARRIED RESOLUTION 20-049

CLOSED SESSION

Freepress Newspaper – Jan 22, 2020; FOIP Act Disclosure harmful to intergovernmental relations (21(1)(2)(ii))

COUNCILLOR HOLDEN MOVED THAT Council move to closed session at 9:25 am.

CARRIED RESOLUTION 20-050

COUNCILLOR HOLDEN MOVED THAT Council return to open meeting at 9:55 am.

CARRIED RESOLUTION 20-051

Freepress Newspaper – Jan 22, 2020; FOIP Act Disclosure harmful to intergovernmental relations (21(1)(2)(ii))

COUNCILLOR MAY MOVED THAT Council direct administration to act as discussed.

CARRIED RESOLUTION 20-052

ADJOURNMENT

COUNCILLOR LAING MOVED THAT the January 24, 2020 special meeting of council adjourn at 9:57 am.

Mayor David Hutton

Joyce Pierce, CAO

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting
MEETING DATE: February 4, 2020
AGENDA ITEM: Sub-Regional Discussion Meeting

RECOMMENDATION:

THAT.... Council moves to direct administration to RSVP those wishing to attend the sub-regional discussion meeting on March 9th, 2020.

BACKGROUND:

Jointly hosted by Sturgeon County and the Town of Morinville, the sub-regional discussion meeting is open to all CAOs and councillors within the subregion. The most notable topic up for discussion is restarting the Sturgeon Regional Partnership (SRP) – a committee to allow us to engage in ongoing sub-regional discussions. There will be an opportunity to open the floor for comments during the meeting for those wishing to provide input.

At RMC Dec 3, 2019 Councillor May moved that:

Council approve attendance of all members of Council (five members) and the CAO to the Sub Regional Discussion supper meeting and further direct administration to respond that the Bon Accord Council preferred date is January 20, 2020.

Resolution #19-396

Due to scheduling conflicts, organizers sent their apologies and the discussion has been rescheduled to March 9th, 2020.

The supper will be held at the Morinville Community Cultural Centre – Hall A from 5:30pm – 7:30pm.

FINANCIAL IMPLICATIONS: N/A

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council moves to direct administration to RSVP those wishing to attend the sub-regional discussion meeting on March 9th, 2020.
2. Council declines attendance at the sub-regional discussion meeting.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce - CAO

Date: Jan 29, 2020

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting
MEETING DATE: February 4, 2020
AGENDA ITEM: Chief Elected Official Bylaw #2020-09

RECOMMENDATION:

THAT.... Council approve 1st reading of Chief Elected Official Bylaw #2020-09, as presented.

THAT.... Council choose a date and time for the public hearing for the Chief Elected Official Bylaw #2020-09.

BACKGROUND:

Mayor Hutton brought forward a notice of motion at the November 5, 2019 regular meeting of Council to discuss the opportunity of electing the Mayor or appointing the Mayor as per Section 150(1) of the Municipal Government Act RSA 2000 Chapter M-26.

A previous Council did some research into bringing forward a draft Chief Elected Official Bylaw, 1st and 2nd readings were approved. Then feedback was requested from the public, residents were encouraged to come to Town office and provide input or ask questions or they could call into the office. The results of the information gathered was then provided to Council.

Then on March 21, 2017 the Bylaw was defeated in a split vote of one Councilor in favor and four opposed. Bon Accord Council discussed at length and felt that with the uncertainty of the next municipal election this bylaw should be reviewed by the incoming Council.

That is the background information that administration has found for Council's review.

At November 19, 2019 RMC, Council directed administration to proceed with the development of a Chief Elected Official Bylaw, have it reviewed by legal counsel, and bring back to Council for 1st reading.
Resolution #19-351

The Town's legal counsel has reviewed and revised the bylaw where necessary.

In accordance with the MGA, a public hearing must

- be held to pass such a bylaw,
- take place at a regular or special meeting of council before 2nd reading, and
- be advertised at least once a week for 2 (two) consecutive weeks in a local newspaper or publication.

FINANCIAL IMPLICATIONS: N /A

LEGAL IMPLICATIONS:

N/A

LEGISLATIVE HISTORY

Sections 150(1), 151(3), 230(1)(a), 230(2)(a)(b), and 606(2)(a) MGA RSA2000, Chapter M-26 as amended or repealed and replaced from time to time

ALTERNATIVES:

1. Council approve 1st reading of Chief Elected Official Bylaw #2020-09, as presented AND choose the date and time of for the public hearing.
2. Council gives Chief Elected Official Bylaw #2020-09 1st reading and directs administration to amend, bringing back to Council for 2nd and 3rd readings AND choose the date and time of for the public hearing.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce - CAO

Date: January 23, 2020

**TOWN OF BON ACCORD
BYLAW #2020-09
CHIEF ELECTED OFFICIAL BYLAW**

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE APPOINTMENT OF THE CHIEF ELECTED OFFICIAL FROM AMONG THE COUNCILLORS

WHEREAS section 150(1) of the *Municipal Government Act* provides that the chief elected official of a town is to be elected by a vote of the electors of the municipality unless the council passes a bylaw requiring council to appoint the chief elected official from among the councillors;

AND WHEREAS, the Council of the Town of Bon Accord deems it desirable to have the chief elected official appointed from among the councillors;

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

Short Title

1 This Bylaw may be cited as the “Chief Elected Official Bylaw”.

Appointment

2 The chief elected official shall be appointed by Council from among the councillors.

Organizational Meeting

3 The chief elected official shall be appointed annually, at each organizational meeting.

Nomination and Voting

4 (1) Any councillor may be nominated for the office of chief elected official by another councillor.

(2) The appointment of the chief elected official shall be by secret ballot with the nominated councillor receiving a majority of the votes cast becoming appointed to fill the office.

Term of Office

5 (1) The term of office of the chief elected official shall start immediately on appointment and end on the appointment of the next chief elected official.

(2) A councillor’s appointment as chief elected official may be suspended or removed by Council if the councillor has failed to adhere to the Code of Conduct Bylaw.

(3) A councillor may be appointed as chief elected official for more than one term.

Mayor

6 The chief elected official shall continue to have the title “Mayor”.

**TOWN OF BON ACCORD
BYLAW #2020-09
CHIEF ELECTED OFFICIAL BYLAW**

Coming Into Force

7 This Bylaw shall come into force and take effect for the 2021 general municipal election.

READ A FIRST TIME THIS 4TH DAY OF FEBRUARY 2020

Mayor

Chief Administrative Officer

READ A SECOND TIME THIS 3RD DAY OF MARCH 2020

Mayor

Chief Administrative Officer

READ A THIRD AND FINAL TIME THIS 3RD DAY OF MARCH 2020

Mayor

Chief Administrative Officer

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting

MEETING DATE: February 4, 2020

AGENDA ITEM: Parental Leave for Council Bylaw #2020-05

RECOMMENDATION:

THAT.... Council approve 1st reading of Parental Leave for Council Bylaw #2020-05, as presented.

BACKGROUND:

The Parental Leave for Council Bylaw #2020-05 has been created in accordance with the Municipal Government Act as follows:

144.1(1) A council of a municipality may, by bylaw, having regard to the need to balance councillors' roles as parents with their responsibilities as representatives of residents, establish whether councillors are entitled to take leave prior to or after the birth or adoption of their child.

144.1(2) If a bylaw under subsection (1) entitles councillors to take leave, the bylaw must contain provisions

(a) respecting the length of the leave and other terms and conditions of the leave entitlement, and

(b) addressing how the municipality will continue to be represented during periods of leave.

and the Employment Standards Code Division 7.

The ability for Council to pass a bylaw with regards to parental leave came into effect October 26, 2017.

FINANCIAL IMPLICATIONS: N/A

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY:

MGA RSA2000, Chapter M-26 as amended or repealed and replaced from time to time, authorizes council to pass such a Bylaw.

ALTERNATIVES:

1. Council approve 1st reading of Parental Leave for Council Bylaw #2020-05, as presented.
2. Council gives Parental Leave for Council Bylaw #2020-05 1st reading and directs administration to amend, bringing back to Council for 2nd and 3rd readings.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce

Date: January 23, 2019

**TOWN OF BON ACCORD
THE PARENTAL LEAVE FOR COUNCIL BYLAW
BYLAW 2020-05**

A BYLAW OF THE TOWN OF BON ACCORD TO ESTABLISH TERMS AND CONDITIONS FOR A COUNCILLOR TO TAKE PARENTAL LEAVE.

WHEREAS, the Council of the Town of Bon Accord considers it desirable to establish terms and conditions for a Councillor to take parental leave prior to or after the birth or adoption of their child;

WHEREAS, the Municipal Government Act, Chapter M-26, R.S.A 2000, as repealed and amended from time to time, allows Council to pass such a bylaw; and

WHEREAS, the Employment Standards Code, Chapter E-9, R.S.A. 2000, as repealed and amended from time to time, allows parental leave for employees in the Province of Alberta;

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

This bylaw shall be cited as the **“Parental Leave for Council Bylaw”** of the Town of Bon Accord.

1. DEFINITIONS

- 1.1 “Councillor” means a member of Council including the Mayor elected pursuant to the provisions of the Local Authorities Act.
- 1.2 “Council” means the Town’s council.
- 1.3 “CAO” means the Chief Administrative Officer or his/her delegate, for the Municipality.
- 1.4 “Parental Leave” means a period of time during which a Councillor may be absent from all Council, Standing Committee, and Council Committee meetings, and any other duties assigned to the Councillor by Council.
- 1.5 “Remuneration” includes salaries, indemnities, honorariums, and allowances paid to a Councillor.

2. INTERPRETATION

- 2.1 If the Mayor takes parental leave, any references in this bylaw will be deemed to refer to the Deputy Mayor.

3. SEVERABILITY

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

4. PARENTAL LEAVE

- 4.1 Subject to this bylaw, a Councillor may take parental leave prior to or after the birth or adoption of their child.

5. LENGTH OF LEAVE

- 5.1 Parental leave permitted by this bylaw shall not exceed 26 weeks.

TOWN OF BON ACCORD
THE PARENTAL LEAVE FOR COUNCIL BYLAW
BYLAW 2020-05

6. NOTICE OF LEAVE

6.1 Unless exigent circumstances exist, a Councillor must provide 6 weeks written notice to the Mayor and CAO that the Councillor intends to take parental leave.

6.2 The written notice required by subsection 6.1 must include:

6.2.1 the start date of the parental leave;

6.2.2 the anticipated length of parental leave; and

6.2.3 if the Councillor was unable to provide 6 weeks written notice, the general nature of the exigent circumstances.

7. WRITTEN COMMITMENT

7.1 After providing written notice as required by section 6, and before commencing parental leave, a Councillor must submit a signed written commitment to the Mayor and CAO that includes:

7.1.1 The duties, as described in section 12.2 that the Councillor intends to continue to perform and receive remuneration for during all or part of the parental leave; and

7.1.2 Any workplace accommodations requested by the Councillor to balance their role as a parent with their responsibilities as a Councillor during or following parental leave.

8. If the Councillor's written commitment includes another Councillor providing coverage during parental leave, the written commitment must also be signed by the Councillor providing coverage to confirm that Councillor's acceptance of responsibilities on behalf of the Councillor taking parental leave.

9. No Councillor, pursuant to section 7, may revise their written commitment during parental leave unless exigent circumstances arise. Any revisions must be resubmitted pursuant to section 7.

10. At any time after a written commitment is given to the Mayor and CAO until the end of a parental leave, any person may request to view the written commitment during regular business hours in the presence of the CAO.

11. The CAO may publish a written commitment received pursuant to this bylaw on the Town's website.

12. REMUNERATION

12.1 During the first 10 weeks of parental leave, a Councillor will receive the full remuneration that the Councillor would have otherwise received.

12.2 For any weeks following the first 10 weeks of parental leave, a Councillor will receive a percentage of the remuneration that the Councillor would have otherwise received as follows:

12.2.1 0% if the Councillor does not perform any duties during parental leave;

12.2.2 30% if the Councillor prepares for and attends, either in person or using a communication facility, all Council meetings;

**TOWN OF BON ACCORD
THE PARENTAL LEAVE FOR COUNCIL BYLAW
BYLAW 2020-05**

12.2.3 25% if the Councillor attends constituency events and regularly responds to constituency matters by telephone or electronic mail; and

12.2.4 15% if the Councillor prepares for and attends meetings of all Town agencies, boards, or commissions, or Council initiatives, that the Councillor has been assigned to by Council.

13. DELEGATION

13.1 The CAO may delegate any power, duty, or function under this bylaw.

14. PROVIDING ASSISTANCE

14.1 On request, the CAO will provide assistance to a Councillor to prepare the written commitment required by section 7.

15. VERIFICATION

15.1 For the limited purpose of confirming that the Councillor is performing duties in order to receive partial remuneration during all or part of the parental leave, the CAO may make reasonable inquiries of the Councillor during parental leave.

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

Read a first time this 4th day of February 2020.

Read a Second time this 18th day of February 2020.

Read a third and final time this 18th day of February 2020.

Mayor David Hutton

Joyce Pierce, Chief Administrative Officer

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce

Date: January 23, 2019

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting

MEETING DATE: February 4, 2020

AGENDA ITEM: Intermunicipal Development Plan Bylaw #2020-10

RECOMMENDATION:

THAT.... Council approve 1st reading of Intermunicipal Development Plan Bylaw #2020-10, as presented.

BACKGROUND:

In 2016 the provincial government mandated all municipalities that shared a boundary to complete an Intermunicipal Collaboration Agreement and an Intermunicipal Development Plan for future projects and development. The Towns of Bon Accord, Redwater, Legal and Gibbons applied for grant funding to hire a consultant to help navigate the workbook to complete this mandate, the application was successful and Vincinia Consulting was hired and has worked in consultation with the ICF/IDP committees to develop the IDP and ICF for the Town of Bon Accord and Sturgeon County. This has been the process that has brought the Intermunicipal Development Plan Bylaw to Council today.

FINANCIAL IMPLICATIONS: N/A

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY

MGA RSA2000, Chapter M-26 as amended or repealed and replaced from time to time, authorizes council to pass such a Bylaw.

ALTERNATIVES:

1. Council approve 1st reading of Intermunicipal Development Plan Bylaw #2020-10, as presented.
2. Council gives Intermunicipal Development Plan Bylaw #2020-10 1st reading and directs administration to amend, bringing back to Council for 2nd and 3rd readings.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce - CAO

Date: January 29, 2020

**TOWN OF BON ACCORD
BYLAW #2020-10
INTERMUNICIPAL DEVELOPMENT PLAN BYLAW**

BYLAW OF THE TOWN OF BON ACCORD IN THE PROVINCE OF ALBERTA TO ADOPT AN INTERMUNICIPAL DEVELOPMENT PLAN OF THE TOWN OF BON ACCORD AND STURGEON COUNTY

WHEREAS A Bylaw of the Town of Bon Accord, in the Province of Alberta, for the purpose of adopting the Intermunicipal Development Plan of the Town of Bon Accord and Sturgeon County, pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 2000, and amendments thereto.

WHEREAS The Councils of the Town of Bon Accord and Sturgeon County have recognized the need to cooperate in the planning of future land use and development along the shared common municipal boundary;

AND WHEREAS Section 631 of the Municipal Government Act provides for two or more municipalities to jointly prepare an intermunicipal development plan for an area of common interest or concern.

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

1. This Bylaw may be cited as the "IDP Bylaw of the Town of Bon Accord and Sturgeon County".
2. The Intermunicipal Development Plan of the Town of Bon Accord and Sturgeon County, attached to this bylaw as Schedule "A", is hereby adopted.
3. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act, as amended.
4. This Bylaw shall come into effect on the date of the third and final reading.

READ A FIRST TIME THIS 4TH DAY OF FEBRUARY 2020

Mayor

Chief Administrative Officer

READ A SECOND TIME THIS 18TH DAY OF FEBRUARY 2020

Mayor

Chief Administrative Officer

**TOWN OF BON ACCORD
BYLAW #2020-10
INTERMUNICIPAL DEVELOPMENT PLAN BYLAW**

READ A THIRD AND FINAL TIME THIS 18TH DAY OF FEBRUARY 2020

Mayor

Chief Administrative Officer

DRAFT

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting
MEETING DATE: February 4, 2020
AGENDA ITEM: PPCLI For the Soldier Breakfast

RECOMMENDATION:

THAT.... Council direct administration to decline attendance and sponsorship for the PPCLI For the Soldier Breakfast.

BACKGROUND:

Princess Patricia's Canadian Light Infantry (PPCLI), their Veterans and families have extended an invite to attend the For the Soldier Breakfast February 20, 2020. The breakfast will take place at The Empire Ballroom in Edmonton from 7:15am to 8:30am.

The purpose of the breakfast is to provide a conduit for corporations, foundations, philanthropists and community supporters to collaborate and find solutions for challenges facing Canada's military families and fill the gaps in government support.

Tickets may be purchased for \$100 each or a table without sponsorship may be purchased for \$700 for 8 (eight) attendees.

There are also 2 (two) sponsorship opportunities available as follows:

Presenting Title Sponsorship \$2500 - \$3000

- Eight tickets to the "For the Soldier" Breakfast, includes a veteran host at the table
- Speaking opportunity at the breakfast
- Company name and logo included on all event collateral
- PPCLI Foundation and the PPCLI Regiment support recognition at the PPCLI Business Luncheon (four guests), located at the Officers' Mess
- Acknowledgment of your company in the PPCLI's Annual General Report and all PPCLI social media
- Invitation for four guests to attend the 2020 French Grey Golf Tournament and French Grey Ball in August 2020; tickets valued at \$250 each

Table Sponsorship \$1000

- Eight tickets to the "For the Soldier" Breakfast, includes a veteran host at the table
- Veteran table host
- EMCEE Recognition
- Logo Marketing & Branding

FINANCIAL IMPLICATIONS: Ticket cost of \$100 per person **OR** \$700 per table of 8 people **OR** Presenting Title Sponsorship \$2500 – \$3000 **OR** Title Sponsorship \$1000

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council direct administration to register fewer than 8 (eight) attendees at \$100 each and decline sponsorship.
2. Council direct administration to register 8 (eight) attendees at \$700 and decline sponsorship.
3. Council direct administration to accept the Presenting Title Sponsorship and register up to 8 (eight) attendees, 1 (one) attendee to speak at the breakfast, 4 (four) luncheon attendees, and 4 (four) 2020 French Grey Golf Tournament and Ball attendees.
4. Council direct administration to accept the Table Sponsorship and register up to 8 (eight) attendees.
5. Council direct administration to decline attendance and sponsorship for the PPCLI For the Soldier Breakfast.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce - CAO

Date: Jan 20, 2020



“For the Soldier” Breakfast

FEBRUARY
20TH
2020

Fairmont Hotel Macdonald

The Empire Ballroom

10065 100 St NW,
Edmonton, AB T5J 0N6

7:15 am – 8:30 am



The Princess Patricia’s Canadian Light Infantry Foundation is hosting their annual “For the Soldier Breakfast”.

The room will be led by inspiring guest speakers and veterans that will share stories and provide insights into the Patricia’s 2020 deployments and housing support transitions for our homeless veterans.

Please join us on the morning of February 20th to remember and commemorate our soldiers, veterans, the Fallen and their families.

TICKET INFORMATION

www.ticketscene.ca Search Event: **For The Soldier Breakfast**

\$100 per ticket **\$700** per table/ seats 8

IN PARTNERSHIP WITH

**Homes
for Heroes**

Learn how we can help end homelessness for veterans in Edmonton who struggle to transition from their military careers to civilian life.

THE ARTIST

Meet the talented artist **Deanna Lavoie**, her powerful and extraordinary print will be featured. A portion of the proceeds for every print sold will be restricted to support the PPCLI Foundation’s youth education through visits to Canadian battlefields, memorials and cemeteries in Europe. A Journey to Remembrance that will forever impact the lives of the participants. © **Deanna Lavoie “The Journey to Remembrance” Used with permission.**

SPONSORSHIP OPPORTUNITY

Presenting Title Sponsor
Benefits include:

Table Sponsors:

- Eight tickets to the “For the Soldier” Breakfast, includes a veteran host at the table
- Speaking opportunity at the breakfast
- Company name and logo included on all event collateral
- PPCLI Foundation and the PPCLI Regiment support recognition at the PPCLI Business Luncheon (four guests), located at the Officers’ Mess
- Acknowledgment of your company in the PPCLI’s Annual General Report and all PPCLI social media.
- Invitation for four guests to attend the 2020 French Grey Golf Tournament and French Grey Ball
- Table sponsorships also available (Veteran host; EMCEE Recognition; and Logo Marketing & Branding)

ADDITIONAL INFORMATION

Please contact **France Bourgeois; Executive Director** at excdirector@ppclifoundation.ca
for sponsorship opportunities or if you would like to invite a veteran to sit at your table.

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting

MEETING DATE: February 4, 2020

AGENDA ITEM: Alberta Community Crime Prevention Association (ACCPA) 2020 Conference

RECOMMENDATION:

THAT.... Council approve those wishing to attend the ACCPA 2020 Conference and direct administration to RSVP those attending.

THAT.... Council direct administration to register for a membership with the ACCPA.

BACKGROUND:

Since 1989, the ACCPA was established as a means to discuss mutual crime-related issues within communities, police and government. Through education and awareness, their goal of the safety of Albertans is achieved by providing resources for crime prevention initiatives, organizing the annual conference, promoting Crime Prevention Week and organizing Fraud Prevention Month.

The 2020 annual conference is being held May 4th – 7th at the Delta Hotels by Marriott Edmonton South Conference Centre in Edmonton.

May 4th and 5th are the pre-conference dates which consist of various workshops and networking opportunities. May 6th and 7th are the main conference dates which consist of speakers on various topics and networking opportunities, with an additional Networking Nexus supper the evening of May 6th.

Early bird pricing ends April 3rd. Registration pricing is as follows:

(Early Bird Pricing) (After April 3rd)	Pre-Conference 1-day workshop	Pre-Conference Two 1-Day Workshops May 4-5	Conference Only May 6-7	Pre-Conference 1-Day Workshop PLUS Conference May 4-7	Pre-Conference Two 1-Day Workshops PLUS Conference May 4-7
ACCPA Member	\$150 (\$180)	\$300 (\$360)	\$300 (\$360)	\$450 (\$540)	\$600 (\$720)
Non-Member	\$180 (\$210)	\$360 (\$420)	\$360 (\$420)	\$540 (\$630)	\$720 (\$840)
Group (3+)	\$100	\$200	\$200	\$300	\$400
Networking Nexus May 6	\$50	\$50	\$50	\$50	\$50

Please see attached for the pre-conference and conference workshop and speaker schedules.

We are not currently members of the ACCPA. The membership fee is \$125 per year. If purchased now, the membership will expire March 31, 2021.

FINANCIAL IMPLICATIONS: Registration costs; membership fee of \$125.

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council approve those wishing to attend the ACCPA 2020 Conference and direct administration to RSVP those attending.
2. Council approve those wishing to attend the ACCPA 2020 Conference and direct administration to purchase a membership and RSVP those attending.
3. Council decline attending the ACCPA 2020 Conference.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce - CAO

Date: Jan 28, 2020

PRE-CONFERENCE WORKSHOPS

Delta Hotels by Marriott Edmonton South Conference Centre *Edmonton, Alberta*

Issued December 2019 v3

Monday **MAY 4**

7:30AM PRE-CONFERENCE REGISTRATION / CATERED NETWORKING BREAKFAST

8:00AM Workshop #1 *1-Day Workshop*

UNDERSTANDING HATE: TOOLS AND STRATEGIES FOR COMMUNITY RESPONSE

Tiffany Efird, *Program Director, Alberta Hate Crimes Committee*

Renee Vaugois, *Executive Director, John Humphrey Centre for Peace and Human Rights*

Workshop #2 *1-Day Workshop*

SECURING EFFICIENT AND EFFECTIVE POLICING AND RURAL CRIME REDUCTION IN THE UNITED KINGDOM: THE ROLE OF COMMUNITY SAFETY PARTNERSHIPS, RESPONSIBLE AUTHORITIES AND RURAL POLICING STRATEGY

Julia Mulligan, *North Yorkshire Police, Fire & Crime Commissioner, Office of the North Yorkshire Police, Fire & Crime Commissioner*

Workshop #3 *1-Day Workshop*

THE DUTCH TOUCH: HOW HOLLAND MANAGED TO CUT CRIME, AND LESSONS FOR ALBERTA AND CANADIAN COMMUNITIES FROM DUTCH CRIME POLICIES

Jaap de Waard, *Senior Policy Advisor, The Netherlands Ministry of Justice and Security*

Workshop #4 *1-Day Workshop*

ACTIVE SURVIVAL: PLANNING A CIVILIAN RESPONSE TO ACTIVE ASSAILANTS

Constable Doug Sherwood, *Crime Prevention Team, Community & Youth Services Section, Calgary Police Service*

Natalie Robson, *Multimedia Specialist, Calgary Police Service*

12:00PM CATERED NETWORKING LUNCH

1:00PM CONTINUATION OF WORKSHOPS

4:00PM END OF DAY 1 PRE-CONFERENCE WORKSHOPS

Presentation of Certificates of Completion

Tuesday **MAY 5**

7:30AM PRE-CONFERENCE REGISTRATION / CATERED NETWORKING BREAKFAST

8:00AM Workshop #5 *1-Day Workshop*

RADICALIZATION AND MOBILIZATION TO VIOLENCE: RECOGNITION AND RESPONSE STRATEGIES FOR POLICE AND COMMUNITY PROFESSIONALS

John McCoy, *Executive Director, Organization for the Prevention of Violence*

David Jones, *Senior Researcher, Organization for the Prevention of Violence*

Workshop #6 *1-Day Workshop*

TO BE DETERMINED

Workshop #7 *1-Day Workshop*

THE NEW ZEALAND POLICE NATIONAL OPERATING MODEL 2017: TAKING EVERY OPPORTUNITY TO PREVENT HARM THROUGH STRATEGIES TO PREVENT CRIME AND VICTIMIZATION

Dr. Melissa Smith, *Manager Strategic Development and Planning, National Prevention Centre at New Zealand Police*

Workshop #8 *1-Day Workshop*

ALBERTA RCMP COMMUNITY POLICE ACADEMY

Facilitators To Be Determined, *Royal Canadian Mounted Police, "K" Division*

12:00PM CATERED NETWORKING LUNCH

1:00PM CONTINUATION OF WORKSHOPS

4:00PM END OF DAY 2 PRE-CONFERENCE WORKSHOPS

Presentation of Certificates of Completion

2020 CONFERENCE

LOCAL & INTERNATIONAL PERSPECTIVES IN COMMUNITY SAFETY & WELL-BEING

MAY 4-7, 2020

Delta Hotels by Marriott Edmonton South Conference Centre *Edmonton, Alberta*



2020 CONFERENCE ALBERTA COMMUNITY CRIME PREVENTION ASSOCIATION (ACCPA)

CONFERENCE SESSIONS & SPEAKERS

Delta Hotels by Marriott Edmonton South Conference Centre *Edmonton, Alberta*

Issued December 2019 v3

Wednesday **MAY 6**

7:30AM REGISTRATION / CATERED NETWORKING BREAKFAST

8:30AM OPENING CEREMONIES

9:00AM **COMMUNITY RESPONSE TO NEIGHBOURHOOD PETTY CRIME: ENGAGEMENT, COMMUNITY ASSOCIATION, AND LESSONS FOR BOTH RURAL AND URBAN LOCATIONS**

Chief Dale McFee, *Edmonton Police Service*

10:00AM COFFEE BREAK / PRESENTATIONS IN EXHIBITOR HALL

10:30AM **STREAM 1** Urban Focus

LESS LAW, MORE ORDER: SMARTER CRIME CONTROL, AND THE SCIENCE AND SECRETS OF ENDING VIOLENT CRIME

Irvin Waller, *Author and Emeritus Professor Criminology, Faculty of Social Sciences, University of Ottawa*

STREAM 2 Rural Focus

SECURING EFFICIENT & EFFECTIVE POLICING AND RURAL CRIME REDUCTION IN THE UNITED KINGDOM: THE ROLE OF POLICING STRATEGY, AND THE NORTH YORKSHIRE POLICE, FIRE & CRIME COMMISSIONER

Julia Mulligan, *North Yorkshire Police, Fire & Crime Commissioner, Office of the North Yorkshire Police, Fire & Crime Commissioner*

11:30AM 5-MINUTE STRETCH

11:35AM **LESS LAW, MORE ORDER: SMARTER CRIME CONTROL, AND THE SCIENCE AND SECRETS OF ENDING VIOLENT CRIME**

Irvin Waller, *Author and Emeritus Professor Criminology, Faculty of Social Sciences, University of Ottawa*

BUILDING CAPACITY IN RURAL CRIME PREVENTION

Jan Fox, *Executive Director, REACH Edmonton, Co-Chair Building Capacity in Rural Crime Prevention Project*

12:30PM CATERED NETWORKING LUNCH

1:30PM **12 COMMUNITY SAFETY INITIATIVE (12CSI): A COALITION OF CALGARY NEIGHBOURHOODS MOBILIZING FOR COMMUNITY SAFETY**

Larry Leach, *Executive Director, 12 Community Safety Initiative*

CALGARY'S HOMEFRONT PROGRAM & SCALABILITY FOR RURAL COMMUNITIES: AN INTERNATIONALLY RECOGNIZED, RESEARCHED AND VALIDATED RESPONSE TO DOMESTIC VIOLENCE

Justin Dafoe, *Manager, Strategic Advancement, HomeFront Calgary*

2:30PM COFFEE BREAK

2:45PM **BULLYING ENDS HERE: CHALLENGE, PERSEVERANCE, AND THE PERSONAL JOURNEY OF GROWTH AND INSPIRATION**

Tad Milmine, *Founder of Bullying Ends Here, Police Officer, Motivational Speaker, Best Selling Author*

THE PEACE RIVER REGION RESTORATIVE JUSTICE PROGRAM: A COMMUNITY-DRIVEN APPROACH TO RESOLVING THE HARM CAUSED BY CRIME

China Seiger, *Program Coordinator, Peace Regional Restorative Justice*

3:45PM DAY 1 WRAP-UP - ACCPA

5:30PM NETWORKING NEXUS IN EXHIBIT HALL

Thursday **MAY 7**

7:30AM REGISTRATION / CATERED NETWORKING BREAKFAST

8:30AM **HOW HOLLAND MANAGED TO CUT CRIME: IMPROVED SECURITY, RESTORING THE CAPACITY AND AUTHORITY OF CRIMINAL LAW, DEMOGRAPHY, AND THE STRONG, ACTIVE AND STIMULATING ROLE OF THE CENTRAL GOVERNMENT**

Jaap de Waard, *Senior Policy Advisor, The Netherlands Ministry of Justice and Security*

9:30AM **PREVENTION FIRST ARAIA I TE TUATAHI: THE NEW ZEALAND POLICE NATIONAL OPERATING MODEL 2017 TAKING EVERY OPPORTUNITY TO PREVENT HARM, CRIME AND VICTIMIZATION**

Dr. Melissa Smith, *Manager Strategic Development and Planning, National Prevention Centre at New Zealand Police*

10:30AM COFFEE BREAK / VENDOR PRESENTATIONS IN EXHIBITOR HALL

11:00AM **STREAM 1** Urban Focus

TO BE DETERMINED

STREAM 2 Rural Focus

ALBERTA RURAL CRIME WATCH ASSOCIATION: COMMUNITY MOBILIZATION IN SUPPORT OF ALBERTA'S RURAL CRIME REDUCTION STRATEGY

Dave McKenzie, *Mayor, Town of Barrhead*

12:00PM CATERED NETWORKING LUNCH

1:00PM **CLEARING THE SMOKE ABOUT THE CANNABIS INDUSTRY: THE CURRENT STATE OF THE CANNABIS INDUSTRY FROM A REGULATORY SECURITY POINT OF VIEW**

Barry Davidson, *Director, Strategic Engagement, 3 | Sixty Security. Redefined.*

ALBERTA SHERIFF'S SAFER COMMUNITIES AND NEIGHBOURHOODS (SCAN): HELPING KEEP COMMUNITIES SAFE BY DEALING WITH PROBLEM PROPERTIES

Karleen Schenkey, *Investigator, SCAN North Division*
Paul Hennig, *Investigator, SCAN North Division*

2:00PM COFFEE BREAK

2:15PM **ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING TO PREDICT AND PREVENT CRIME IN RURAL AND URBAN COMMUNITIES**

Anna Koop, *Senior Scientific Advisor, Alberta Machine Intelligence Institute (Amii)*

OIL SANDS SECURITY PROFESSIONALS (OSSP): A BEST PRACTICE FOR INDUSTRY-POLICE COLLABORATION

Gerald Kazimirovich, *Chair - Oil Sands Security Professionals*

3:15PM CONFERENCE WRAP-UP - ACCPA

PRE-CONFERENCE WORKSHOPS

MAY 4-5

Learn more at WWW.ALBERTACRIMEPREVENTION.COM

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting
MEETING DATE: February 4, 2020
AGENDA ITEM: AUMA Municipal Leaders' Caucus

RECOMMENDATION:

THAT.... Council moves to direct administration to RSVP those wishing to attend the AUMA Municipal Leaders' Caucus no later than March 21st, 2020.

THAT.... Council moves to determine topics for RFDs and direct administration to create RFDs to present to Council for approval at RMC February 18th, 2020.

BACKGROUND:

The AUMA Municipal Leaders' Caucus is open to Mayors, Councillors and CAOs and will be held March 25th and 26th 2020 at the Westin Hotel in Edmonton.

From the AUMA website:

"The spring Caucus will open with a breakfast buffet on Wednesday, March 25 and will include a day-and-a-half of sessions on the partisan politics and municipal elections, red tape reduction, RCMP resourcing, and more. AUMA is also working with our provincial partners to schedule several Minister dialogue sessions - all of which will be confirmed closer to the caucus dates.

Day one will also include a buffet lunch with provincial leaders, and will conclude with a networking session for attendees and business and industry stakeholders."

Registration is \$165 + GST per person with a deadline of March 21st, 2020.

The agenda attached will continue to be updated until details are finalized.

Any RFDs on key policy matters must be submitted no later than February 26th, 2020. All RFDs must:

- follow the attached prescribed template,
- be endorsed by Council, and
- must be presented by a member of Council at the Caucus.

FINANCIAL IMPLICATIONS: Registration fee of \$165 + GST per person

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council moves to direct administration to RSVP those wishing to attend the AUMA Municipal Leaders' Caucus no later than March 21st, 2020.
2. Council moves to direct administration to RSVP those wishing to attend the AUMA Municipal Leaders' Caucus no later than March 21st, 2020 AND Council moves to determine a topic for RFD and direct administration to create an RFD to present to Council for approval at RMC February 18th, 2020.
3. Council declines attendance at the AUMA Municipal Leaders' Caucus.

Prepared and Submitted By: Jessica Caines

Reviewed By: Joyce Pierce - CAO

Date: Jan 30. 2020

Agenda for Spring 2020 Municipal Leaders' Caucus
March 25 and 26, 2020
Westin Hotel, 10135 100 Street NW, Edmonton
Subject to Change

Wednesday, March 25	
7:00 a.m.	Registration Opens; Buffet Breakfast Available
8:00 a.m.	President's Opening Remarks
8:15 a.m.	Minister of Municipal Affairs' Remarks
8:30 a.m.	Ministers' Dialogue Session I
9:15 a.m.	Ministers' Dialogue Session II
10:00 a.m.	Break
10:15 a.m.	Ministers' Dialogue Session III
11:00 a.m.	Ministers' Dialogue Session IV
11:45 a.m.	Premier's Remarks
12:00 p.m.	Provincial Leaders' Lunch (Premier and all MLAs invited)
1:00 p.m.	RCMP Presentation and Q&A
2:00 p.m.	Session I – Media Panel In this session, political analysts from the media share their thoughts on the federal and provincial political landscape.
3:00 p.m.	Break
3:15 p.m.	Session II – Partisan Politics and Municipal Elections Proposed changes to the <i>Local Authorities Election Act</i> could increase the involvement of political parties and slates of like-minded candidates in municipal elections. Join a discussion on how to preserve and enhance the democratic, non-partisan nature of municipalities.
4:15 p.m.	Closing Remarks
4:30 to 6:30 p.m.	Networking session

Thursday, March 26	
7:00 a.m.	Registration and Buffet Breakfast
8:00 a.m.	<p>Session III – Red Tape Reduction</p> <p>This session will feature an update on the province’s Red Tape Reduction initiatives and AUMA’s submissions to date. It will also provide the chance for members to discuss other potential changes to the Municipal Government Act, and opportunities for the province and municipalities to reduce red tape and the footprint of government.</p>
9:30 a.m.	AUMA President’s Report
9:45 a.m.	Executive Committee Dialogue Session
10:15 a.m.	Opposition Leader’s Remarks
10:30 a.m.	Break
10:45 a.m.	<p>Session IV – A Province in Search of Autonomy: Making Sense of Alberta’s Fair Deal Panel</p> <p>Speakers in this session will weigh in on the feasibility of proposals put forward by Alberta’s Fair Deal Panel, as well as potential outcomes for governments, business, and Albertans.</p>
11:45 a.m.	<p>Requests for Decision</p> <p>Members can bring forward requests for decisions (RFDs) on emerging issues that cannot wait to be debated at Convention. The deadline to submit an RFD is February 26, 2020.</p>
12:00 p.m.	Closing Remarks and Buffet Lunch



MEMBER REQUEST FOR DECISION (RFD) SPRING 2020 MUNICIPAL LEADERS' CAUCUS

DATE:

XXX

TOPIC:

Identify the topic of the RFD.

RECOMMENDATION:

Explain the action or request that you are proposing that AUMA members support. Typically, actions include asking the AUMA to take advocacy action on an issue or to investigate a municipal challenge.

In order to present the RFD at Municipal Leaders' Caucus, the RFD must be endorsed by Council and worded as such (see below). Additionally, a representative from your Council must attend the Municipal Leaders' Caucus to speak to the RFD.

"The Council from the City/Town/Village/Summer Village of _____ requests that the AUMA Board _____."

BACKGROUND:

Provide background information on the issue or opportunity.

The background should include:

- *How the issue affects AUMA members throughout the province.*
- *How the AUMA can add value to the issue.*
- *Any connections to government legislation and policies and/or AUMA initiatives or projects.*

The RFD including the background should no longer than 2 pages. An additional enclosure can be provided for further background, but should also be no longer than 2 pages.