

Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.



Virtual meeting
Live streamed on Bon Accord YouTube Channel

PRESENT

COUNCIL

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

ADMINISTRATION

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

CALL TO ORDER

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

ADOPTION OF AGENDA

COUNCILLOR HOLDEN MOVED THAT the agenda for the June 16, 2020 Regular Meeting of Council be adopted, as presented.

CARRIED RESOLUTION 20-209

ADOPTION OF MINUTES

Regular Meeting of Council Minutes – June 2, 2020

COUNCILLOR MAY MOVED THAT the minutes of the June 2, 2020 Regular Meeting of Council be accepted, as presented.

CARRIED RESOLUTION 20-210

DEPARTMENT REPORTS

Finance (attached report #1)
Community Services (attached report #2)
Operations (PW) (attached report #3)
Planning and Economic Development (attached report #4)
Chief Administration Officer (CAO) (attached report #5)

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

CARRIED RESOLUTION 20-211

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UNFINISHED BUSINESS

None

NEW BUSINESS

Fortis Alberta AUC Application

COUNCILLOR HOLDEN MOVED THAT Council accepts the Fortis Alberta AUC application, as information.

CARRIED RESOLUTION 20-212

Edmonton Global Shareholder Withdrawal

DEPUTY MAYOR BIDNEY MOVED THAT Council accepts the Edmonton Global Withdrawal, as information.

CARRIED RESOLUTION 20-213

Purchase of a Second Mower

DEPUTY MAYOR BIDNEY MOVED THAT Council approves a purchase of a second mower with money allocated for summer students.

In Favour: Mayor Hutton, Deputy Mayor Bidney and Councillor Holden

Opposed: Councillor Laing and Councillor May

CARRIED RESOLUTION 20-214

Sky Sheds

COUNCILLOR HOLDEN MOVED THAT Council approves removal of both sky sheds and directs administration to research disposal options.

CARRIED RESOLUTION 20-215

Golden Gems Request for Funding

COUNCILLOR LAING MOVED THAT Council approves the donation in the amount of \$612.00 for the Golden Gems club.

In Favour: Mayor Hutton and Deputy Mayor Bidney

Opposed: Councillor Laing, Councillor May and Councillor Holden

DEFEATED RESOLUTION 20-216

COUNCILLOR HOLDEN MOVED THAT Council approves the donation in the amount of \$3,114.00 for the Golden Gems club.

In Favour: Councillor Holden

Opposed: Mayor Hutton, Deputy Mayor Bidney, Councillor Laing and Councillor May

DEFEATED RESOLUTION 20-217

DEPUTY MAYOR BIDNEY MOVED THAT Council declines to provide a donation to the Golden Gems club at this time, and to bring back in October for further review.

CARRIED RESOLUTION 20-218

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MAYOR HUTTON MOVED THAT Council take a break at 10:08 a.m.
MAYOR HUTTON MOVED THAT Council resume at 10:15 a.m.

BYLAWS | POLICIES | AGREEMENTS

BYLAWS

Community Standards Bylaw #2020-19; 1st Reading

COUNCILLOR HOLDEN MOVED THAT Council gives first reading of Community Standards Bylaw #2020-19, as presented.

CARRIED RESOLUTION 20-219

WORKSHOPS | MEETINGS | CONFERENCES

None

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 the Council reports be accepted, as information.

CARRIED RESOLUTION 20-220

CORRESPONDENCE

MP Lloyd Email

COUNCILLOR HOLDEN MOVED THAT Council accepts the correspondence, as information.

CARRIED RESOLUTION 20-221

CLOSED SESSION

Facility Rentals; FOIP Act 24(1)(c) – Advice from officials

DEPUTY MAYOR BIDNEY MOVED THAT Council move to Closed Session at 10:47 a.m.

CARRIED RESOLUTION 20-222

COUNCILLOR HOLDEN MOVED THAT Council return to Open Session at 11:07 a.m.

COUNCILLOR HOLDEN MOVED that Council accept the closed session discussion, as information.

CARRIED RESOLUTION 20-223

ADJOURNMENT

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COUNCILLOR HOLDEN MOVED THAT the June 16, 2020 Regular Meeting of Council adjourn at 11:09 a.m.

Mayor David Hutton

Joyce Pierce, CAO

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REPORT #1

**FINANCE
JUNE 2020**

GENERAL MUNICIPAL

Three mortgage companies have deposited property tax payments in early June, which positively impacts our cash flow. The TIPP program remains steady. Utility arrears are higher; utility penalty deferral approved by Council per Bylaw 2020-17 ends June 30. Cash flow remains stable. Property tax deadline is August 31.

PUBLIC WORKS

Roads are projected to be in line with budget. Budgeted revenue includes a portion of MSI operating funds not yet received. Water, sewer, and garbage sales and expenses are projected to be in line with budget for the year.

PROTECTIVE SERVICES

The fire hall rental/grant payment has been received from Sturgeon County, slightly higher than budgeted (\$263 higher). Fire services support payment to Sturgeon County has been paid \$27K. Bylaw services invoice for first and second quarter paid to Sturgeon County.

ADMINISTRATION

The debenture for the solar farm has been signed and returned to ACFA with an interest rate of 1.592%. The first payment will be withdrawn December 15. The account to track COVID-19 related expenditures/items is currently \$2,047. The majority of this is lost revenue from ice sale refunds due to early closure of the arena, the remaining is office supplies to facilitate work from home procedures. Our insurance company has collaborated with us to pay our insurance in five installments between June-Oct to facilitate our cash flow management during COVID-19.

COMMUNITY SERVICES

FCSS grant payments are being received monthly versus quarterly. Recreation program expenses are expected to be decreased from the cancellation of programs due to COVID-19.

PARKS & RECREATION

The Government of Canada announced changes to the Canada Summer Jobs (CSJ) Grant where up to 100% of summer staff salaries will be covered and the program has been extended for an additional 16 weeks. Normally, the program ended on August 30. The Town applied for two parks and rec summer student staff under this grant. These positions were initially within the 2020 budget for the portion not covered by the CSJ grant. Our application was approved.

ARENA

The arena is closed for the 2019-2020 operating season. Refunds were issued for lost ice time for early closure due to COVID-19. (\$1,596).

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ECONOMIC DEVELOPMENT

The new website has gone live. Expenses have not been received yet.

CAPITAL

Sources of capital revenue will be MSI, GTF, MCCAC Grant, debenture, and reserves. The Town received communication from Municipal Affairs that our Gas Tax Fund allocation for 2020 is \$87,461.

Current Projects:

48th Avenue & 49A Street: Ongoing; Expenses to date = \$28,122

Solar Farm: Ongoing; Expenses to date = \$805,241

Town of Bon Accord
 Year-to-Date Variance Report (Unaudited)
 for the month ending May 31, 2020

Department	2020 YTD Revenue		2020 YTD Revenue	2020 YTD Expense		2020 YTD Expense	2020 YTD Net	2020 YTD Net	2020 YTD Net	% Variance
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	
General Municipal	2,109,520	2,220,523	-111,003	0	172,406	172,406	2,109,520	2,048,117	61,403	3%
	2,109,520	2,220,523	-111,003	0	172,406	172,406	2,109,520	2,048,117	61,403	
Public Works - Roads	10,804	11,535	-731	123,676	175,011	-51,335	-112,872	-163,476	50,604	31%
Storm Sewer & Drain	0	0	0	7,564	7,390	174	-7,564	-7,390	-174	2%
Water	141,611	180,582	-38,971	156,354	259,362	-103,008	-14,743	-78,780	64,037	81%
Sewer	71,966	103,533	-31,567	72,765	128,833	-56,068	-799	-25,300	24,501	97%
Garbage	36,283	47,733	-11,450	54,375	70,525	-16,150	-18,092	-22,791	4,699	21%
Cemetery	2,800	2,292	508	2,883	4,013	-1,130	-83	-1,721	1,638	95%
	263,464	345,675	-82,211	417,617	645,133	-227,516	-154,153	-299,458	145,305	
Fire Department	9,015	8,752	263	31,661	47,623	-15,962	-22,646	-38,871	16,225	42%
Emergency Services	0	0	0	6,811	7,798	-987	-6,811	-7,798	987	13%
Bylaw	2,004	16,348	-14,344	20,286	20,394	-108	-18,282	-4,045	-14,237	352%
	11,019	25,100	-14,081	58,758	75,815	-17,057	-47,739	-50,714	2,975	
Administration	1,946	1,458	488	171,439	183,860	-12,421	-169,493	-182,401	12,908	7%
Election	0	0	0	0	2,083	-2,083	0	-2,083	2,083	100%
Library	0	4,367	-4,367	31,442	58,038	-26,596	-31,442	-53,671	22,229	41%
Council	0	0	0	34,623	43,756	-9,133	-34,623	-43,756	9,133	21%
	1,946	5,825	-3,879	237,504	287,737	-50,233	-235,558	-281,912	46,354	
Community Services	18,151	18,117	34	33,732	40,890	-7,158	-15,581	-22,773	7,192	32%
Recreation Programs	230	3,618	-3,388	21,349	35,405	-14,056	-21,119	-31,787	10,668	34%
Parks & Recreation	0	8,509	-8,509	37,110	63,777	-26,667	-37,110	-55,268	18,158	33%
Arena	68,196	91,198	-23,002	96,570	103,092	-6,522	-28,374	-11,894	-16,480	139%
Municipal Planning	3,829	2,375	1,454	43,473	85,605	-42,132	-39,644	-83,230	43,586	52%
Economic Development	0	0	0	31,531	49,510	-17,979	-31,531	-49,510	17,979	36%
	90,406	123,817	-33,411	263,765	378,279	-114,514	-173,359	-254,462	81,103	
TOTAL	366,835	500,418	-133,583	977,644	1,386,963	-409,319	-610,809	-886,546	275,737	
TOTAL (incl. Gen Mun.)	2,476,355	2,720,941	-244,586	977,644	1,559,370	-236,913	1,498,711	1,161,571	337,140	

** Please note new formatting: budget values are comprised of the current time period, not the entire year.

Falon Fayant
 Finance Manager
 Town of Bon Accord

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REPORT #2

**COMMUNITY SERVICES
JUNE 2020**

COMMUNITY SERVICES

Possible Revised Events/Programs

Canada Day

Summer Camp Programs

Meet the Community Night

International Day of Aging People

FEED THE FAMILIES FOOD DRIVE

The residents of Bon Accord once again showed their community spirit. We raised 2155 lbs of food and \$200 for the Bon Accord and Gibbons Food Bank. Thank you to all our partners, Council, volunteers, and residents for another great year.

COMMUNITIES IN BLOOM

The CiB committee installed four permanent vases on the cement base of the columbarium at the cemetery. They received a donation of 2 vessels from Pam Zemlak and a grant from the Bon Accord and District Ag society. The CiB group plans to continue to beautify the columbarium, by adding shrubs and flowers around the cement pad next year. I have sent a highlight to the FreePress, which should be in the June 16 or 21st edition.

STURGEON ADULT LEARNING COALITION (SALC)

I attended the SALC AGM on June 9 via Zoom. I was nominated to be the Vice-Chairperson for the 2020/2021 term. Cheryl Pasechnik (Morinville Community Library) was designated to be the President for the 2nd year. Out of 160 program spots, 19% were Bon Accord residents. Sturgeon County also had 19%, and Legal took 20% of the 160 places. Programs offered by SALC in Bon Accord were English Language Learning and the Mother Goose program. They have been able to provide some of their programs virtually, but the SALC team is looking forward to getting back with their learners.

SREMP ESS RESPONSE TO COVID-19

The ESS SREMP group have been working together to create a regional plan on how to assist residents during the pandemic and the recovery phase. The Psychosocial Plan includes several areas that would address residences' needs. These needs include Basic Needs, Shelter, Financial Support, Mental Health, and Domestic Abuse support. This plan is a comprehensive living guide, that will support all of Sturgeon region residents. This group meets weekly to continue to update and discuss new or potential issues as the pandemic evolves.

MUSIC IN THE PARK

I spoke with the members of 2 Bad Apples production. They are not willing to participate in MITP until residents can enjoy the music freely—no social distancing or masks. They would be open to offering a program in the Fall if restrictions have been lifted by then.

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CANADA DAY

I have attached a plan for the Town of Bon Accord's Canada Day event. It outlines ways to mitigate mass gatherings while still celebrating our country's birthday.

MENTAL HEALTH INITIATIVE

Attached, you will find a draft plan of a Mental Health Initiative that I plan to bring to the Town. Mental health and death by suicide have always been a concern across the nation, but COVID-19 has increased the need for mental health supports and education. I plan to have the initiative in place by July 30.

SUMMER CAMPS

Planning of Summer Camps has been a challenge, with the uncertainty of whether camps could safely be offered and not hiring a Summer Student. I have put together a draft plan of how Summer Camps could look. Strictly following the Alberta Health Services guidelines for day camps, we can now host a limited number of take-home, small group, and outdoor field trip camps. To host day camps, we must ensure the health and safety of all participants, staff, and volunteers come first.

SENIORS WEEK

Like all events since the shutdown, Seniors week looked very different. I will be planning events for Seniors to accompany the International Day of Older Persons in October. A Senior Resource Information Guide was mailed to all residents during Seniors week.

GIS MUNISIGHT TRAINING

I participated in the Munisight GIS training. This program will be a great asset to the Town. I asked about incorporating the cemetery into the program, and it is possible. More details will need to be discussed, such as costs and timelines. If the cemetery data could be incorporated, this would provide more accurate and professional maps and information to our cemetery customers.

UPCOMING MEETINGS/EVENTS

Weekly Management Meetings (held remotely via TEAMS)
Weekly SREMP ESS Meetings

Jenny Larson

*Community Services Coordinator
Town of Bon Accord*

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CANADA DAY 2020
EVENT PLAN

June 30

Flag Planting

Goodie Bags

- Tattoos
- Stickers
- Pen
- Candy (pre-wrapped)
- Glow Sticks

Volunteers will meet at the Town office @ 8pm

Social Distanced

- Leave Lysol wipes in bathroom for cleaning between use

Hand sanitizer provided and gloves

No children under 15 years

Provide Maps/ screw drivers

Provide water bottles and popsicles

July 1st

Fireworks

10:30 – 11:00 pm

Block off:

- BACS entrances
- Arena parking lot entrances
- Jewel Box entrance
- Right of way green space entrance

Advertise:

- Community Event sign
- Facebook page
- Website
- E-newsletter
- Too late for UT newsletter

Cost: \$5750 (budget from Harvest Days Fireworks and Canada Day)

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MENTAL HEALTH INITIATIVE

- Tie green ribbons around trees, light posts, park benches with laminated tags that have important information regarding mental health.
- o Information would include: Outreach contact information for Kids help phone, Jessica Martel Foundation, Seniors Abuse line, and of course my number etc
- o Signs and symptoms of abuse/depression etc.
- o Information on what to do if you suspect someone is being abused or is in mental health crisis
- Paint (with non-toxic, temporary chalk spray paint) sidewalks with inspirational messages, happy faces etc...
- Get the youth involved
- Tips, symptoms, and statistics will come from the Canadian Mental Health Foundation
- I could go as far as asking people to put yard signs up or businesses to put posters in their windows, with inspiration messages and information
- Length of initiative 10 days

Mental Health First Aid Kits for youth

- Have available at
 - Food Town
 - ATB
 - Library
 - Circle K
 - Town Office
- Kit would include
 - Important numbers
 - Sensory item (ie: playdoh)
 - Pen and Notepad
 - Inspirational messages
 - Travel size colouring book and pencil crayons
 - Kleenex
- Projected overall costs would be under \$750. Which would come from my FCSS budget

In 2018, 7,254 Albertans visited the Emergency Department for suicide attempts. 50% of all visits were made by YOUTH, ages 0-24. – Albertahealthservices.ca
556 death by suicide reported in 2019

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SUMMER CAMPS 2020
DRAFT- PROPOSAL PLAN

Weekly Themes

- Take home Camps
- Crafts
- Science experiments
- Inspirational theme
- Sidewalk chalk challenge
- Recipes

Special Day Events

- Water fun day (no slip and slide only water guns and balloons)
- 7-9 yrs one day
- 10-12 yrs another day
- Pokemon Scavenger Hunt

In person camps

- 6 campers per camp
- Morning 7-9 yrs old
- Afternoon 10-12 yrs old
- Field trips to us
- Science to you
- Pottery
- Make your own shirt
- Offer 2 days a week
- No lunches/snacks
- Only offer outdoor event
- If inclement weather push to the next day
- Bathrooms—cleaned between each use
- Hand sanitizer
- No sharing of equipment or supplies
- 1 Kids at the end of each table
- \$5 per camp/per child

Health (Follow Alberta Guidelines)

- Have parents fill out waiver
- Starts to feel sick, place mask on until parent arrives

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REPORT #3

**OPERATIONS
JUNE 2020**

PUBLIC WORKS

Solar Farm is under construction. All pilings and racking are installed. Waiting for Solar Panels and inverters to arrive.

ROADS

Crack Sealing started.
Added rock to the back alley South of 48th Ave next to the Wetland area.

EQUIPMENT/VEHICLES

Regular maintenance continues on equipment and vehicles when necessary.

CEMETERY

1 cremation plot opened.

WATER

Monthly water reads occurred on June 1 /20.
Completed 10 Alberta 1st Calls in March.

SEWER

Camtrac was hired to inspect the Sanitary Sewer line along 56th street from 51st Ave North to 52nd Ave. A number of services are showing infiltration. This explains higher run times at the Springbrook Lift Station

ARENA/PARKS & RECREATION

Maintenance and painting in the Arena is ongoing.
Plant maintenance being performed.
Grass cutting has started.

SAFETY/TRAINING

All training is on hold at this time. Extensions were granted for expiring first aid certificates.

SUMMARY

This concludes the Public Works Report ending June 16th, 2020.

Ken Reil

*Operations Manager
Town of Bon Accord*

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REPORT #4

**PLANNING & ECONOMIC DEVELOPMENT
MAY 2020**

ECONOMIC DEVELOPMENT

BROWNLEE LLP

Several discussions have taken place regarding land within the Town of Bon Accord. Brownlee LLP provided recommendations that were acceptable to all parties concerned, moving business activity forward. The partners and lawyers are a sound resource when needed.

BYLAW ENFORCEMENT

Matt Roblin (Peace Officer – Sturgeon County) has been promoted to Supervisor effective June 1/20. Matt will be taking over the responsibilities of Ken Lauinger who has retired. Malaine Wark will be taking over Matt's files and following up with next steps of action. Communication is currently underway, with Malaine becoming familiar with the history of the files.

LILLIAN SCHICK SCHOOL

In contact with the Principal at Lillian Schick School to provide updates on the Micro Cultivation Cannabis Facility. The exchange of information and discussion has been very positive, bridging a clearer understanding of the scope of project. In future there may an opportunity to provide an education component to the School if desired to assist in the education to students and parents.

SUMMER YARD MAINTENANCE AND CLEAN UP

Maintenance of yards and cleanup is part of the process in ownership of property. The main road arteries and highway frontage properties present an image and firsthand impression of the town. For residents along these arteries and residents in general, spring and summer is a good time of year to get lawns, landscapes and hardscapes looking there best for the remainder of the year.

To note, there has been activity of mattresses and old furniture dumped on private property. The Town is not liable, responsible or obligated to remove this material. It is the owner's responsibility of the property, to remove these items.

RECREATIONAL VEHICLES AND UTILITY TRAILERS

A friendly reminder regarding recreational vehicles, as residents prepare for summer holidays in the upcoming weeks.

As per the Land Use Bylaw 2016-03, recreational vehicles can be temporarily located in a front yard if the vehicle is located on a hard-surfaced driveway or parking pad. Please note, recreational vehicles are to be removed at the end of the summer camping season (April 1 to October 31) annually.

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Utility trailers are prohibited in front yards. Front yards are considered to be a portion of the site abutting the road to the dwelling foundation.

Additionally, no person may occupy a recreational vehicle for a period longer than 14 consecutive days, in a calendar year on any lot.

WEBSITE

The Town's new website became live June 9/20. The new site provides great design, aesthetically pleasing, relevant information and clear site navigation. Have received positive comments on the accessibility of information (easy to find) and the ability of fillable forms for easy submission of permits and other requests.

NEW BUSINESS

A new business is in the startup phase – Accord Pointe Care. Accord Pointe Care is complementary to the health care currently offered in Town; Bon Accord Medical Centre and the Bon Accord Pharmacy. Accord Pointe Care will be able to provide a range of assisted living services to support high risk seniors to continue living independently in the comfort of their home.

Care & Services include: personal care, companionship, medical reminders, meal preparation, safeguard visits, foot care, transportation, shopping/errands, community outings, appointment and daily phone calls.

Residents can call for a personal consultation.

PLANNING AND DEVELOPMENT

HOME IMPROVEMENTS

There has been an influx of activity regarding home renovation and home improvements. Majority of permits are for decks, patios, sheds and garages.

MUNISIGHT

Participated in a MuniSight Webmap workshop. MuniSight is a customer driven municipal service helping in efficiencies and improvement of service delivery, through integrated business systems. Services MuniSight provides focus on asset management planning, managed data services and general GIS service.

This tool will be used extensively simplifying data, workflows and efficiencies in how the municipality manages business.

DEVELOPMENT / INVESTMENT

Decks, garages, sheds

BUSINESS AND DEVELOPMENT INQUIRIES

None during this time period

COMPLAINTS

Complaints received and investigated for this reporting period include:

Unightly yards

Dog at large

Overhanging trees from neighbors' yard

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Business Inquiries	Compliance Certificates	Development Permits	Building Permits (Gas, Plumbing, Electrical)	Business Licenses	Bylaw Complaints	
0	1	3	8	0	2	This Period
5	5	4	15	30	3	YTD

MEETINGS/EVENTS ATTENDED/EDUCATION

- Manager Meetings – internal exchange of information & updates of Council
- Council Meetings – virtual
- Brownlee – discussions on legal recommendations (land)
- Municipal Planning Services – discuss / review permits / compliance certificates
- MuniSight Workshop - virtual
- Resident Meetings – development questions/inquiries and complaints

Dianne Allen

*Planning & Economic Development
Town of Bon Accord*

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REPORT #5

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

ADMINISTRATION

Held management meetings in June which have included discussion and planning for the business continuity plan and the relaunch of Stages 1 and now 2, the relaxation of restrictions of AHS for the COVID 19 virus. The reopening of the Town office requires protocols that have been ordered but has not been received to date. The sneeze guard for the front counter is of utmost importance and the automated sanitization stand is the other item that we are waiting on. Once the protective equipment is in place it is closer to opening our doors to the public again. Throughout the last few months and operating the way it has been, there has not been any negative feedback at the office or to the CAO. Also, the viewership of the online meetings has increased immensely as compared to holding meetings in the chambers.

There have been many discussions with the regional CAOs for the ICF/IDP work that administration has been working to complete. Sturgeon County held the public hearing for the IDP, where they heard concerned residents discuss the constraints that were put on Confined Feeding Operations within the buffer zones of the urban municipalities within Sturgeon County. These concerns will cause the process to be slowed or possibly delayed until a further date.

Sturgeon County has confirmed that the Public Hearing will reconvene on June 16, 2020 for the Town of Bon Accord/Sturgeon County IDP.

Administration and Mayor Hutton are scheduled for a meeting with Sturgeon County to further discuss the concerns again on June 17, 2020. An IDP meeting is tentatively scheduled with the IDP/ICF committee members and administration on June 24, 2020

Work has been progressing very well on the solar farm project, the Operations Manager will be speaking to that in the Public Works report. Finance Manager will be reporting on the debenture program application for the solar farm project as well as the variance report and the state of the Town finances during COVID. Economic Development Manger will be bringing forward updated details on the micro cultivation project in that report. Community Services Coordinator will be discussing the work that has been done at the regional level on the Mental Health Initiative that is currently being worked on specific to our community.

The Relaunch plan is being worked on being the move forward approach to the new normal that Town of Bon Accord will be in once the facilities and programs get completely brought back online.

After everyone has an opportunity to go through the summer enjoying the weather and the ability to spend some time with friends and family and even possibly enjoying some of what Alberta has to offer, we will get into September with work on the 2021 Budget.

TRAINING

Most training has been cancelled until a later date unless it can be held virtually. The Elected Officials Education Program is offering a training course very soon.

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AUMA/RMA/ TOWN HALL RELAUNCH STRATEGY- ASK THE EXPERT MEETING

I attended the Town Hall teleconference on June 12, 2020 called Ask an Expert.

Dr Deena Hinshaw expressed her view of the relaunch strategy at the last Town Hall and added the disclaimer that there is no one-size-fits-all approach to reopening any business or service. In her opinion her decisions have been based on sound medical information that she has available to her and to try to balance the good work that has been done thus far in

combatting the virus with relaxing some of the restraints, keeping in mind the need to be diligent in how we continue to follow the protocols.

The information that was provided has been discussed on different platforms and websites with links to the pertinent information and templates and signage.

SREMP AGENCY MEETING

The SREMP agency has been having virtual meetings on a weekly basis to share and discuss how we are managing our municipalities during this pandemic. It has been a very good sharing and discussion on all the municipalities positions during these trying times.

MEETINGS VIRTUALLY ATTENDED/ATTENDING

Management Mtg	Regular Meeting Council
SREMP Mtg	Provincial Town Hall Mtg
Regional CAO Mtg	

The workload during these unprecedented times has increased tenfold, but in my opinion the staff are doing a great job of managing the new requirements and the new projects that have been started here at the Town of Bon Accord.

Joyce Pierce

*Chief Administrative Officer
Town of Bon Accord*

**Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.**

**Virtual meeting
Live streamed on Bon Accord YouTube Channel**



REPORT #6

**MAYOR REPORT
JUNE 2020**

May 20, 2020	Attended Municipal Affairs Telephone Townhall Meeting Attended Council Remote Discussion
May 29, 2020	Attended Remote w/Four Towns and Sturgeon County Attended Remote Debrief ICF/IDP Meeting
June 1, 2020	Attended Telephone Townhall re: Libraries with Minister Madu
June 2, 2020	Attended Remote Regular Meeting of Council
June 3, 2020	Attended Telephone Townhall re: esthetics, tanning, spas
June 4, 2020	Attended Telephone Townhall re: Arenas, etc.
June 9, 2020	Holiday return on June 15, 2020

Notes:

May 29 Feed the Families Food Drive: Unfortunately, due to the COVID-19 I did not participate.

The June 4 Townhall was terminated after 15 minutes, and I was unable to reconnect.

David Hutton

Mayor

Town of Bon Accord

**Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.**



**Virtual meeting
Live streamed on Bon Accord YouTube Channel**

REPORT #7

**DEPUTY MAYOR REPORT
JUNE 2020**

- May 14, 2020 Attended Webinar hosted by AUMA regarding the Relaunch strategy for Covid 19 precautions.
- May 19, 2020 Attended Virtual Regular Meeting of Council.
- May 20, 2020 Attended virtual informal council discussion.
- May 22, 2020 Attended Zoom meeting of the Alberta Capital Region Wastewater Commission. Highlights included:
- The source Control Program continues to effectively meet objectives
 - Successes were noted around Fats, Oil and Grease management and large industry discharge permits in 2019 and 2020 to date
 - Overall member compliance to the policy is good with some room for improvement
 - The Food Services Code of Practice is moving into its roll-out phase in consultation with member communities
 - The Wet Weather Strategy is progressing slower than anticipated
 - The 35th Anniversary Barbeque planned for September has been postponed until 2021 due to uncertainty surrounding large group gatherings
 - ACRWC has signed-on to be a participant of the Canadian Coalition on Wastewater-Related COVID-19 Research
- May 27, 2020 Attended Zoom Meeting on Municipal Media Training by Doug Downs of JGR Communications hosted by Alberta Counsel. Lots of good information presented.
- May 28, 2020 Attended Homeland Housing Zoom Meeting.
- May 29, 2020 Attended Zoom Meeting of Workshop Committee of ACRWC.
Participated in the Food Bank Drive and assisted to weigh and put away donations at the Food Bank.
- June 2, 2020 Attended the Regular Meeting of Council via Microsoft Teams.

Lynn Bidney
*Deputy Mayor
Town of Bon Accord*

**Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.**



**Virtual meeting
Live streamed on Bon Accord YouTube Channel**

REPORT #8

**COUNCILLOR REPORT
JUNE 2020**

- May 19 Regular Meeting of Council
- May 20 Online Council Discussion
- May 23 NLLS Meeting
Business as usually. First online meeting since the out break of COVID. Lots of talk about moving forward in a “different” world. Some library funding will be released early to help with the struggle during this time. Nominations for the board are now open.
- June 2 Regular Meeting of Council
- June 5 Virtual Roundtable on COVID-19
Very interesting conversation. Loads of good info on what is to come and future plans.
- June 8 CSAB Meeting
Cancelled is the word of the day for this meeting. Unfortunately, almost all summer events have been cancelled. Music in the park will also be cancelled this summer. Jenny is looking into the outdoor theater. Unfortunately, the system she picked out was sold out before we finished our meeting. So, she is looking into anything else she can get. I would also like to thank Jenny Larson for all her efforts she has put into our community events. Even though we have COVID, she is trying her best. I can’t imagine the struggle of trying to bring a community together during this time.
- June 9 Library Board Meeting
Looks like we have a couple of community members looking into joining the board. Library has been doing a stand-up job of helping our residents make sure they have access to the library resources despite being closed. They have a book drop off and pick up for the residents. They have also been cleaning, re organizing, and preparing our library for a future open. We are super lucky as a community to have such a great staff at our library. These ladies are amazing and very much appreciated in our community.
- June 10 Morinville Rotary Meeting on amalgamation
Meeting is tomorrow so I have no information yet.
- June 12 Webinar: Ask the expert: What phase 2 means to municipal and community services.
- June 13 NLLS Alta Agm

**Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.**



**Virtual meeting
Live streamed on Bon Accord YouTube Channel**

Notes: Well things are slowly picking back up for council. Hopefully, we do not see a spike in COVID cases. Unfortunately, a lot of our summer activities have been cancelled.

Tanya May
*Councillor
Town of Bon Accord*

**Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.
Virtual meeting
Live streamed on Bon Accord YouTube Channel**



REPORT #9

**COUNCILLOR REPORT
JUNE 2020**

May 19, 2020 Attended Regular Meeting of Council
May 20, 2020 Virtual Council discussion
June 2, 2020 Attended Regular Meeting of Council

Note: All of my board meetings and events scheduled for the near future have been canceled at this point due to Covid-19

Lacey Laing
*Councillor
Town of Bon Accord*

**Town of Bon Accord
Regular Meeting of Council Minutes
June 16, 2020 8:30 a.m.**



**Virtual meeting
Live streamed on Bon Accord YouTube Channel**

REPORT #10

**COUNCILLOR REPORT
JUNE 2020**

May 14, 2020 Attended AUMA Ask The Expert Webinar. Deena Hinshaw spoke first about Covid 19 and laid out the guidelines for the 1st phase of relaunch. Shane Schreiber spoke about Alberta Emergency Management. Craig Hrynchuk, Executive Director of Alberta Municipal Health & Safety Association, spoke about 1. Increased Risk Factors, 2. Fit for Duty Considerations. 3. Employee Mental Health.

May 19, 2020 Regular Meeting of Councillor

May 20, 2020 Attended Council Discussion

May 27, 2020 Made effort to attend virtual Albert Counsel Webinar; however, my computer could not run Zoom. It has since been set up by Jessica / Trinus

May 29, 2020 Participate in Town Food Drive

June 2, 2020 Attended Regular Meeting of Council

June 5, 2020 Attended Zoom meeting regarding Impacts of Covid 19 on Canadian Urban Economy with Featuring Bill Morneau, Minister of Finance and Edwardo Lopez Moreno of UN-Habitat. Anantha Krishinan Chaired the meeting. It was quite interesting hearing from speakers in Canada as well as UN countries from around the globe. Adam Vaughan, Liberal MP, made an interesting comment; "Federal and Provincial Governments are afraid of their cities as they are more powerful. Therefore, they want to keep them poor. During wartime, enemies go after the big cities as they are the strength of the country.

Brian Holden
*Councillor
Town of Bon Accord*