

Town of Bon Accord
AGENDA
Regular Council Meeting
July 7, 2020 7 pm

virtual meeting - live streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1. Regular Meeting of Council; June 16, 2020 (enclosure)**
- 4. UNFINISHED BUSINESS**

None
- 5. NEW BUSINESS**
 - 5.1. Council Summer Break (enclosure)**
 - 5.2. Speed Control Devices (enclosure)**
- 6. BYLAWS/POLICIES/AGREEMENTS**

BYLAWS

 - 6.1. Community Standards Bylaw, Bylaw #2020-19; 2nd and 3rd readings (enclosure)**

POLICIES

 - 6.2. Bon Accord Facility Rentals Policy (enclosure)**
- 7. WORKSHOPS/MEETINGS/CONFERENCES**

None
- 8. CORRESPONDENCE**
 - 8.1 Alberta Infrastructure Act and 20-Year Strategic Capital Plan: Engagement Opportunity (enclosure)**
 - 8.2 Alberta Municipal Affairs – Economic Recovery Plan (enclosure)**
- 9. CLOSED SESSION**
 - 9.1 COVID-19 Response Plan - FOIP Act 24(1)(a) – Advise from Officials**
- 10. ADJOURNMENT**

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

Unapproved

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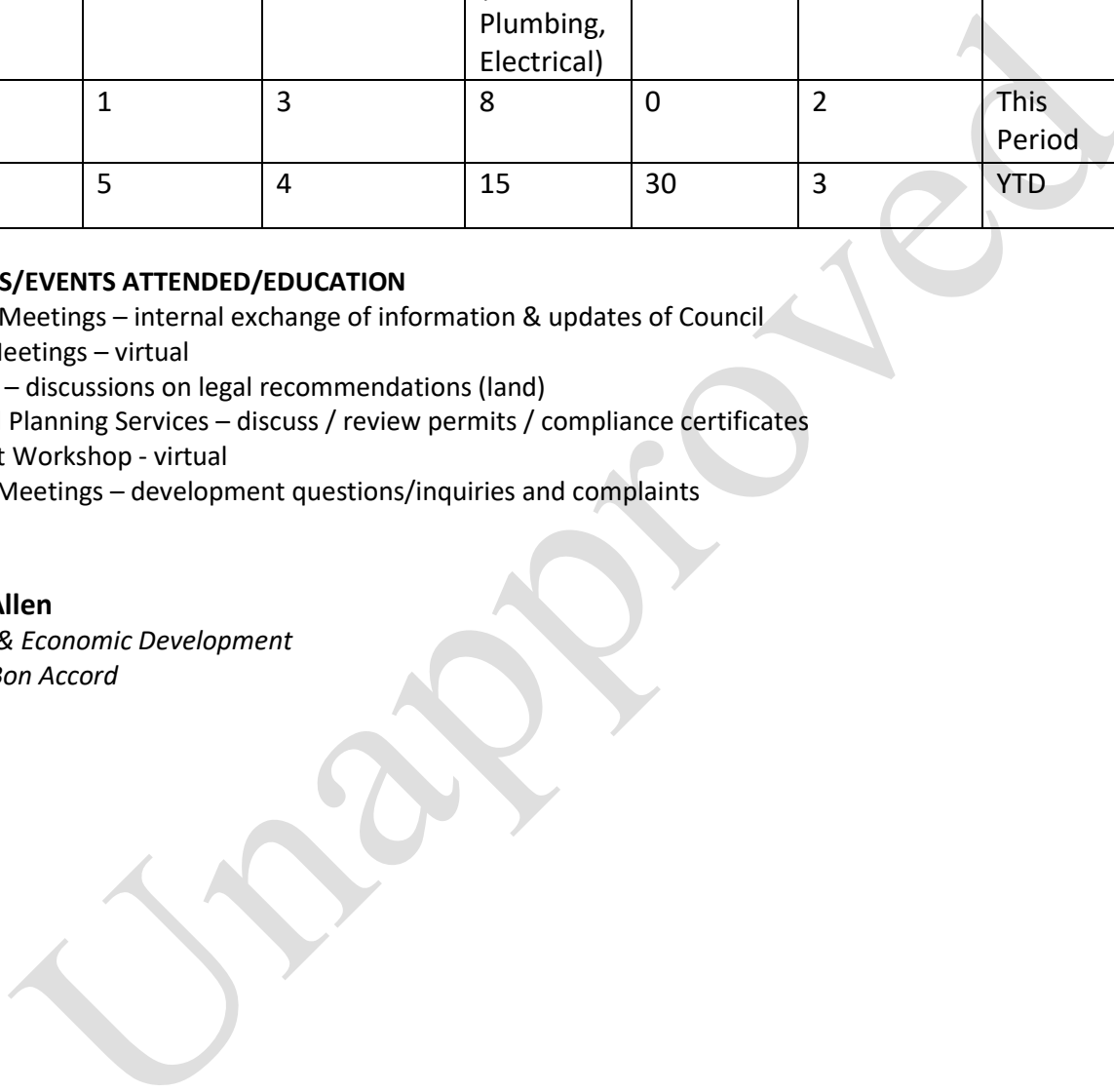
Business Inquiries	Compliance Certificates	Development Permits	Building Permits (Gas, Plumbing, Electrical)	Business Licenses	Bylaw Complaints	
0	1	3	8	0	2	This Period
5	5	4	15	30	3	YTD

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.

**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**

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 usual. First online meeting since the outbreak 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, reorganizing, 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*

Unapproved

**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*

Unapproved

**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*

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting
MEETING DATE: July 7, 2020
AGENDA ITEM: Council Summer Break
RECOMMENDATION: THAT.... Council accepts the following as information.
BACKGROUND: At the Organizational Meeting on Oct 15, 2019: <i>COUNCILLOR HOLDEN MOVED THAT the 2020 Regular Meeting of Council Schedule be accepted, as presented.</i> Carried Resolution # 19-286 As per the 2020 Regular Meeting of Council Schedule, after the July 7, 2020 RMC, Council will adjourn meetings for the summer break until August 18, 2020 RMC.
FINANCIAL IMPLICATIONS: N/A
LEGAL IMPLICATIONS: N/A
LEGISLATIVE HISTORY: N/A
ALTERNATIVES: N/A
Prepared and Submitted By: Jessica Caines Reviewed By: Joyce Pierce, CAO Date: June 17, 2020

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING: Regular Council Meeting

MEETING DATE: July 7, 2020

AGENDA ITEM: Speed Control Devices

RECOMMENDATION:

THAT ... "Council accept RFD as information and take no further action."

BACKGROUND:

Council was provided with information about speed bump costs in the RMC May 7th, 2019. The total cost for speed bumps throughout town in 2020 would be approximately \$114,240 plus labor to install and remove all speed bumps each Spring and Fall. The other major issue is the negative impact the installation of these speed bumps has on the integrity of the pavement. Pounding rods through the pavement to attach the speed bumps creates an opening for water to penetrate the road surface. Moving traffic violations are the responsibility of law enforcement and the public is responsible to report it.

FINANCIAL IMPLICATIONS:

This expense is not included in the 2020 budget.

LEGAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council direct administration to purchase speed bumps for the Town and install.
2. Council accept RFD as information and take no further action.

Prepared and Submitted By: Ken Reil

Reviewed By: Joyce Pierce

Date: July 7, 2020

TOWN OF BON ACCORD

Request for Decision (RFD)

MEETING:	Regular Council Meeting
MEETING DATE:	July 7, 2020
AGENDA ITEM:	Community Standards Bylaw #2020-19
RECOMMENDATION:	<p>THAT.... Council gives 2nd reading to Community Standards Bylaw #2020-19, as presented.</p> <p>THAT.... Council gives 3rd and final reading to Community Standards Bylaw #2020-19, as presented.</p>
BACKGROUND:	<p>Town of Bon Accord administration is reviewing bylaws and policies and amending as necessary to keep them up to date.</p> <p>At RMC June 16, 2020: <i>COUNCILLOR HOLDEN MOVED THAT Council gives 1st reading to Community Standards Bylaw #2020-19, as presented.</i> Carried Resolution #20-219</p>
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:	<ol style="list-style-type: none">1. Council gives 2nd and 3rd readings to Community Standards Bylaw #2020-19, as presented.2. Council gives Community Standards Bylaw #2020-19 2nd reading and directs administration to amend, bringing back to Council for 3rd reading.
Prepared and Submitted By:	Jessica Caines
Reviewed By:	Joyce Pierce
Date:	June 17, 2020

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

A BYLAW OF THE TOWN OF BON ACCORD IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REGULATING COMMUNITY STANDARDS AND CONTROLLING AND REDUCING NUISANCES AND UNSIGHTLY CONDITIONS WITHIN THE TOWN OF BON ACCORD.

WHEREAS, under the authority of the Municipal Government Act, being Chapter M-26 the Revised Statutes of Alberta and amendments thereto, a Council may pass bylaws respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property.
- b) nuisances, including unsightly properties; and
- c) clearing of all snow, ice, soil, and other obstructions from the sidewalks situated on land adjoining the property owned or occupied by them.

AND WHEREAS, under the authority of the Safety Codes Act, being Chapter S-1 of the Revised Statutes of Alberta and amendments thereto, a Council may pass bylaws regarding maintenance standards for buildings and other structures.

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

1. NAME

- 1.1 This Bylaw shall be cited as the "Community Standards Bylaw".

2. ENFORCEMENT

- 2.1 The Town of Bon Accord is not required to enforce this Bylaw or parts of this Bylaw. In deciding whether to enforce this Bylaw or parts of this Bylaw the Town may take into account any practical concerns, including available municipal budget and personnel resources.

3. DEFINITIONS

- 3.1 "*Appeal Notice*" a notice under Section 20 in the form attached as Schedule "A"
- 3.2 "*Appellant*" persons appealing a directive given under Section 20.
- 3.3 "*Boulevard*" means that part of a Highway that:
- 3.3.1 is not a roadway, and
- 3.3.2 is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
- 3.4 "*Building*" means anything constructed or placed on, in, over or under land but does not include a Highway.
- 3.5 "*Chief Administrative Officer*" means the individual appointed as such under the Municipal Government Act R.S.A. 2000,c. M-26 as amended or repealed and replaced from time to time and regulation there under, by Council, also known as the Town Manager.
- 3.6 "*Committee*" the committee of Council dealing with appeals filed under Section 20.
- 3.7 "*Council*" means the Council of the Town of Bon Accord.
- 3.8 "*Directive*" means an official or authoritative instruction, command or order.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

- 3.9 *"Fire"* means any combustible material in a state of combustion.
- 3.10 *"Fire Chief or District Chief"* means a Manager of Bon Accord Fire Department who performs the duties and responsibilities as outlined in this or the Fire Bylaw.
- 3.11 *"Fire Department"* means the Town department duly appointed as the Fire Department by Council.
- 3.12 *"Highway"* means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of them, whether public or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
- 3.12.1. a sidewalk including a boulevard adjacent to the sidewalk.
- 3.12.2. if a ditch lies adjacent to and parallel with the roadway, the ditch; and
- 3.12.3. if a Highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the roadway, as the case may be but does not include a place by regulation not to be a Highway.
- 3.13 *"Inspector"* anyone who is authorized by the Chief Administrative Officer, By-law Enforcement Officer, Assessor, Police, Fire Chief, or Operations Manager to enter and inspect property.
- 3.14 *"Land Use Bylaw"* means the Town's Land Use Bylaw, as amended.
- 3.15 *"Motor Vehicle"* means a vehicle propelled by any power other than muscular power.
- 3.16 *"Occupier"* means a Person occupying Property, including a lessee or licensee, who has actual use possession, or control of the Property.
- 3.17 *"Owner"* means the registered Owner of Property shown as the Owner of a parcel of land on the Town assessment roll prepared by the Town pursuant to the Municipal Government Act.
- 3.18 "Enforcement Officer" means:
- 3.18.1. a member of the Royal Canadian Mounted Police
- 3.18.2. a member of a municipal police service
- 3.18.3. a Community Peace Officer where under that person's appointment by Council of the Town of Bon Accord is empowered to carry out the duties of a Community Peace Officer
- 3.18.4 a Bylaw Enforcement Officer where under that person's appointment by Council of the Town of Bon Accord is empowered to carry out the duties of a Bylaw Enforcement Officer.
- 3.19 *"Person"* means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative.
- 3.20 *"Property"* means real Property and any Building and improvements thereon.
- 3.21 *"Public Place"* means a property, whether publicly or privately owned, to which members of the public have access as a right or by express implied invitation, whether on payment of any fee or not.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

- 3.22 "*Sidewalk*" means that part of a highway especially adapted to the user or ordinarily used by pedestrians and includes that part of a highway between the curb line, or where there is no curb line, the edge of the highway and the adjacent property line whether or not it is paved or improved.
- 3.23 "*Town*" means the Municipal Corporation of the Town of Bon Accord.
- 3.24 "*Violation Tag*" means a tag or similar document issued by the Town pursuant to the Municipal Government Act R.S.A. 2000, c. M-26 as amended or repealed and replaced from time to time and regulation there under.
- 3.25 "*Violation Ticket*" means a ticket issued pursuant to the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time and regulations there under.
- 3.26 "*Weed*" means any plant designated as either a noxious weed or prohibited noxious weed in accordance with the Weed Control Act, R.S.A, c. W-5.1 as amended or repealed and replaced from time to time and regulations there under.

4. INTERPRETATIONS

- 4.1. An Owner is ultimately responsible for all activities on their property which may constitute an infraction of this bylaw.
- 4.2. Nothing in this bylaw relieves a Person from complying with any Federal or Provincial statute or regulation.

5. PROPERTY MAINTENANCE/LAND AND BUILDINGS

- 5.1. A person who is the Owner or Occupier shall be considered to occupy the boulevard and sidewalks immediately adjacent to their property.
- 5.2. A person shall not cause or permit a nuisance or unsightly condition to exist on property they own or occupy.
- 5.3. A nuisance or unsightly condition in respect of property means property that shows serious disregard for general maintenance and upkeep, whether it is detrimental to the surrounding area or not, including but not limited to:
- 5.3.1. excessive accumulation of material including building materials, appliances, household goods, boxes, tires and vehicle parts whether of apparent value or not
- 5.3.2. loose litter, garbage, refuse or animal feces, whether located in a storage area, collection area or elsewhere on the property.
- 5.3.3. unkept grass longer than 10 cm, and weeds
- 5.3.4. any excavation, depression, drain or ditch, watercourse, pond, surface water or other matter or thing that may be dangerous to the public safety or health
- 5.3.5. production of any generally offensive odor originating from the Property
- 5.3.6. dense or opaque dust emitted into the atmosphere,
- 5.3.7. any tree, shrub, other type of vegetation or any structure that:

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

5.3.7.1. Interferes or could interfere with any public work or utility

5.3.7.2. Obstructs any sidewalk or highway adjacent to the property; or

5.3.7.3 Impairs visibility required for safe traffic flow at any intersection adjacent to the property

5.3.8. the failure to keep property in a reasonable state of repair and shows significant deterioration of buildings, structures, fences or improvements or portions of buildings, structures, or improvements.

5.4. In the case of salvage yards, auto wreckers or other businesses which by their nature appear to be untidy or unsightly, the property shall be obscured from view by approved screening from surrounding properties.

5.5. In the case of private or general contractors during the construction, renovation or demolition of a building, the property shall be kept in a reasonable condition so as not to constitute a nuisance and shall secure all manner of debris so as to prevent it from blowing onto any other private or public property.

5.6. Two (2) inoperable motor vehicles, either insured and registered or uninsured and nonregistered, may be allowed on any property and including Owner or Occupier's properties. Such motor vehicles shall be covered by a tarpaulin or placed in an approved structure in accordance with the Land Use Bylaw.

5.7. Notwithstanding Section 5.6, motor vehicles that may be considered dilapidated or derelict due to an incident or accident, may be stored on a property but for no more than 14 days.

5.8. At no time shall motor vehicles referred to in Sections 5.6 and 5.7 be stored in any front yard other than in a parking area where motor vehicles are intended to be parked.

6. UNOCCUPIED, ABANDONED STRUCTURES

6.1. Unoccupied and abandoned structures may be detrimental to the surrounding area causing the decline of the market value of property, and notwithstanding Section 5.3, a nuisance and unsightly condition.

6.2. Unoccupied and abandoned structures may include a structure whose exterior shows signs of significant physical deterioration and in respect of land, includes land that shows signs of a serious disregard for general maintenance or upkeep, to which is ultimately the responsibility of the owner to keep structures and property in a reasonable state of repair.

6.3. If a structure is normally intended for human habitation is unoccupied and/or abandoned, any and all doors and window openings in the structure shall be secured in a manner sufficient to prevent unauthorized entry into the structure while at the same time not detracting from the appearance of the structure.

6.4. A structure that is dangerous to the public safety or property, because of its unsightly condition, is detrimental to the surrounding area, an order may be written to require the owner of the structure to:

6.4.1 eliminate the danger to public safety in the manner specified, or remove or demolish the structure and level the site, or

6.4.2 require the owner of the property that is in an unsightly condition to improve the appearance of the property in the manner specified, or

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

6.4.3 if the property is a structure, remove or demolish the structure and level the site

7. WATER, EAVES TROUGHS, DOWNSPOUTS

- 7.1. No Owner or Occupier of a property shall allow a flow of water from a hose or similar device on the property to be directed toward an adjacent property
- 7.2. An Owner or Occupier of a property shall direct any rainwater, downspout or eaves trough on the property towards the:
 - 7.2.1. Front of the property
 - 7.2.2. Rear of the property
 - 7.2.3. Side yard which does not abut another property; or
 - 7.2.4. A side yard which abuts another property only if there is a minimum of 6 (six) meters of permeable ground between the outfall of the downspout or eaves trough and the adjacent property.

8. SNOW, ICE, DEBRIS OR OBSTRUCTION

- 8.1. All persons within the town owning, controlling or occupying property that adjoins any sidewalks shall remove or cause to be removed and cleared away, all snow, ice, dirt, debris or other material from that part of the sidewalk adapted to the use of pedestrians. Such removal shall be completed within ninety-six (96) hours of the time when the snow, ice, dirt, debris or other material was formed or deposited thereon. Where an Owner or Occupier anticipates being absent, the Owner or Occupier must ensure the sidewalks are maintained in accordance with this bylaw.
- 8.2. No Person shall remove snow, ice, dirt, debris or other materials from any sidewalk or property and place such items:
 - 8.2.1. onto any portion of a highway other than an adjacent boulevard
 - 8.2.2. onto any other public place adjacent to such property; or
 - 8.2.3. onto any property other than their own unless permission is obtained.
- 8.3. An Owner or Occupier of a building abutting or within three (3) meters of any highway or public place, shall remove snow or ice that has accumulated on the roof, eaves or awning to the extent that a danger or risk is created to the public passing or the property of others. The corrective action shall be undertaken immediately with due care for the warning and safety of public passing or the property of others.
- 8.4. If water drips from a building or awning upon a sidewalk or highway, the Owner or Occupier of the property shall clean the sidewalk or highway portion thereof to prevent ice from forming thereon.
- 8.5. No person shall place any goods, wares, merchandise or any other article upon a sidewalk or highway outside any shop, warehouse or other building so as to obstruct or cause a hazard to pedestrian or vehicular traffic.
- 8.6. Any sign, notice or other object placed on or beside a highway or other public lands, shall be removed without notice or warning to the person or persons erecting it unless placement of the object is authorized pursuant to the Land Use Bylaw.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

9. OUTDOOR FIRES

- 9.1. In this part a fire hazard means a possible source of danger or risk of injury or harm by fire to a person or property.
- 9.2. Where the Fire Chief or a Peace Officer determines a fire hazard to exist, they may order the Owner or Occupier to reduce or remove the hazard within a fixed time.

10. FIRE PIT STANDARDS

- 10.1. In this part a fire pit means an outdoor receptacle used for recreational fire that meets the following specifications:
 - 10.1.1. The location is at least 3.0 meters (9.84) feet from any building, property line or combustible material
 - 10.1.2. The opening does not exceed 82 cm (32 inches) in width or in diameter
 - 10.1.3. The installation has enclosed sides made of non-combustible material
 - 10.1.4. It has spark arrester mesh screen cover with an opening no larger than 1.25 m or 1/2 inches
 - 10.1.5. Is not located over any underground utilities or under any above ground wires.
- 10.2. When using a fire pit there shall be no burning of grass, weeds, tree limbs, garden refuse, garbage, or other material and not anything in contrary of federal, provincial, or municipal legislation or regulations.
- 10.3. Every Owner or Occupier, who builds, ignites, or allows a fire in an approved fire pit must ensure that:
 - 10.3.1. Only dry or seasoned wood intended for recreational purposes is used
 - 10.3.2. A means of extinguishing the fire is available while the fire is burning
 - 10.3.3. The flames from the fire do not exceed 1meter in height at any time
 - 10.3.4. The fire is supervised by a responsible person
 - 10.3.5. Prior to leaving the fire, the fire is extinguished completely, leaving only cold ashes.

11. FIRE BAN

- 11.1. Notwithstanding any provision of this or any other bylaw the Fire Chief or their designate may declare a partial or complete ban on burning of any kind within the Town limits.
- 11.2. No Person shall build, ignite, or allow any kind of fire contrary to a fire ban declared by the Fire Chief or their designate.

12. NOISE

- 12.1. Except to the extent it is allowed by this bylaw, no person shall make, continue, cause or allow to be made or continued any loud, unnecessary or unusual noise which annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of other Persons within the limits of the Town.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

12.2. Domestic Noise: No person shall operate a power or hand mower or chainsaw in a residential area unless:

12.2.1. It is between the hours of 8:00a.m. and 10:00 p.m., Monday to Friday; or

12.2.2. It is between the hours of 9:00a.m. and 9:00p.m., Saturday, Sunday and statutory holidays.

12.3. Powered Toys: no person shall operate a powered toy powered by an engine of any type in a residential area except during the hours described in Section 12.2.1. and 12.2.2.

12.4. Snow clearing device: no person shall operate a snow clearing device powered by an engine of any type in a residential area except during the hours as described in Section 12.2.1 or 12.2.2.

12.5. Seasonal Construction Noise

12.5.1. No Person shall carry on construction activities of any type which involves hammering, sawing or the use of any mechanical tools or equipment capable of creating a sound which may be heard beyond the boundaries of the site on which the activity is being carried on in any district other than one designated in the Land Use Bylaw as an Agricultural District or an Industrial District unless it is between the hours of 7:00a.m. and 10:00p.m. Monday to Friday or 9:00a.m. and 9:00p.m., Saturday, Sunday and statutory holidays.

12.5.2. The provision of the section does not apply to any work of an emergency nature.

13. STANDARDS FOR PUBLIC ACTIVITIES

13.1. A person shall not urinate or defecate in a public place, except in a facility designed and intended for such use.

13.2. A person shall not leave any litter, garbage, or other refuse in a public place, except in a receptacle designed and intended for such use.

14. MISCELLANEOUS RESTRICTIONS AND PROHIBITIONS

14.1. The Owner or Occupier is responsible for any object or good disposed of or from the property onto any portion of a highway.

14.2. A motor vehicle found to be leaking engine, transmission or brake fluid, antifreeze or any other environmentally harmful fluids of any type shall be deemed to constitute a danger to public safety and may be towed away and the fluids removed from the street at the expense of the registered Owner of the motor vehicle.

14.3. No person shall dispose of anything into a sewer, manhole, or catch basin except those persons authorized by issuance of a permit by the Town Manager and at those sites so designated by the Town Manager or as outlined in the utilities bylaw for the town.

14.4. No person shall tamper with or remove a manhole cover or valve cover from its seat base without authorization from the Town Manager.

15. ADDRESSING

15.1. The Owner of a property on which a building has been erected shall display the civic address number assigned to the property at a location plainly visible from the highway in front of property.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

16. ENFORCEMENT

16.1. A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

17. ORDER TO REMEDY

17.1. Pursuant to the Municipal Government Act, if a designated officer believes, on reasonable grounds, that a person is contravening this bylaw, the designated officer may, by written order require any person responsible for the contravention to remedy it.

17.2. The order may:

17.2.1. Direct a person to stop doing something, or to change the way in which the person is doing it

17.2.2. Direct a person to take any action or measures necessary to remedy the contravention of this bylaw and to prevent a re-occurrence of the contravention

17.2.3. State a time within which the person must comply with the directives.

17.2.4. State that if the person does not comply with the directives within a specified time, the Town will take the necessary actions or measures required to remedy the contravention, at the expense of the person.

17.3. Pursuant to the Municipal Government Act the expenses and cost of an action or measure taken by the Town under this section are an amount owing to the Town by the person who contravened the bylaw.

17.4. Pursuant to the Municipal Government Act, a Council may add the following amount to the tax roll of a parcel of land:

17.4.1. Unpaid expenses and costs referred to in the Municipal Government Act if the Owner of the property contravened the bylaw and the contravention occurred on all or part of the property.

17.4.2. Any administrative charges as set in policy by Council resolution as amended from time to time.

17.5. A person named in and served with an order issued pursuant to this section shall comply with any action or measure required to be taken within the time specified.

17.6. An order issued pursuant to this section may be served:

17.6.1. in the case of an individual:

17.6.1.1. by delivering it personally to the individual,

17.6.1.2. by leaving it for the individual at their apparent place of residence with someone who appears to be a least 18 years of age, or

17.6.1.3. by registered mail addressed to the individual at their apparent place of residence or to any address for the individual on the tax roll of the Town; and

17.6.2. in the case of a corporation:

17.6.2.1. by delivering personally to any director or officer of the corporation,

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

17.6.2.2. by delivering it personally to a Person apparently in charge of an office of the corporation at an address held out by the corporation to be its address, or

17.6.2.3. by registered mail addressed to the registered office of the corporation.

18. OBSTRUCTION

18.1. A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this bylaw.

19. GENERAL

19.1. Without restricting any other power, duty or function granted by this bylaw, the Chief Administrative Officer or any Peace Officer may:

19.1.1. Carry out any inspection to determine compliance with this bylaw, or take any steps or carry out any action required to enforce this bylaw, or

19.1.2. Take any steps or carry out any actions required to remedy a contravention of this bylaw, or

19.1.3. Establish investigation and enforcement procedures with respect to property and such procedures may differ depending on the type of property in question.

20. APPEAL PROCEDURE

20.1 Appeal of a Directive

20.1.1 Any persons who believe that a directive unfairly affects them, may appeal to the Committee by delivering an Appeal Notice in person, or sending it by mail, to:

Chief Administrative Officer
Town of Bon Accord
5025 – 50 Avenue, Box 779
Bon Accord, Alberta T0A 0K0

within 14 days after service of the directive.

20.2 Date of Appeal

20.2.1 If the Chief Administrative Officer receives an Appeal Notice within 14 days after service of the directive, the Chief Administrative Officer must place the Appeal Notice on the Committee's agenda.

20.2.2 When the matter has been placed on an agenda, the Chief Administrative Officer must send written notice of the date and location of the hearing to the Appellant at the address given in the Appeal Notice and, if the Appellant is not the Owner registered under the Land Titles Act, the Chief Administrative Officer must also send this written notice to that Owner.

20.2.3 If the Chief Administrative Officer receives the Appeal Notice after the 14 day period referred to in Section 20.2.1, the Chief Administrative Officer will not place the Appeal Notice on the Committee's agenda. The Chief Administrative Officer will notify the Appellant at the address given in the Appeal Notice that the appeal will not be heard.

20.3 After hearing the appeal, the Committee may confirm, vary, substitute, or cancel the directive.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

20.4 Service of Directive

20.4.1 The Town must serve written notice of the Committee's directive by delivering it or sending it by registered mail to the Appellant, and the Owner registered under the Land Titles Act.

20.5 Appeal to Court

20.5.1 Any persons who are affected by the Committee's directive may appeal to the Court of Queen's Bench as allowed under the Municipal Government Act. The appeal must be filed with the Court of Queen's Bench and served on the Town within 30 days after service of the Committee's directive.

21. OFFENCE

21.1. A person who contravenes any provision of this bylaw is guilty of an offence.

22. ENFORCEMENT

22.1. A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

23. OFFENCES & PENALTIES

23.1. A Person who is guilty of an offence is liable, upon summary conviction, to a specified penalty for that offence.

23.2. Notwithstanding section 22.1 of this bylaw, any person who commits a second or subsequent offence under this bylaw within ONE (1) year of committing a first offence under this Bylaw, is liable upon summary conviction to the fine as set out in this Bylaw, for that offence.

23.3. Under no circumstances shall a person contravening any provision of this Bylaw be subject to the penalty of imprisonment.

24. VIOLATION TAGS

24.1. A Peace Officer is hereby authorized and empowered to issue a violation tag to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

24.2. A violation tag may be served:

24.2.1. in the case of an individual:

24.2.1.1. by delivering it personally to the individual

24.2.1.2. by leaving it for the individual at the apparent place of residence with someone who appears to be a least 18 years of age; or

24.2.1.3. by mail addressed to the individual at the apparent place of residence or to any address for the individual on the tax roll of the Town; and

24.2.2. in the case of a corporation:

24.2.2.1. by delivering personally to any director or officer of the corporation

24.2.2.2. by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

24.2.2.3. by mail addressed to the registered office of the corporation.

24.3. A violation tag issued pursuant to this Bylaw shall be in a form approved by the Chief Administrative Officer and shall state:

24.3.1. The name of the person to whom the violation tag is issued

24.3.2. A description of the property upon which the offence has been committed, if applicable

24.3.3 A description of the offence and the applicable bylaw section

24.3.4. The appropriate penalty for the offence as specified in this Bylaw

24.3.5. The time in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and

24.3.6. Any other information as may be required by the Chief Administrative Officer.

24.4. Where a violation tag has been issued pursuant to this Bylaw, the person to whom the violation tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town, the penalty specified on the violation tag.

24.5 Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a violation ticket.

25. VIOLATION TICKETS

25.1 In those cases where a violation tag has been issued, and if the penalty is not paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

25.2 Notwithstanding the foregoing provision of this bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, to any Person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.

25.3 A violation ticket issued with respect to a contravention of this bylaw shall be served on the person responsible for the contravention in accordance with the Provincial Offences Procedure Act.

25.4 The Person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided for in this bylaw.

25.5 When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to section 24.4 and the Provincial Offences Procedure Act, the act of recording constitutes acceptance of a fine in the amount of the specified penalty.

26. SEVERABILITY

26.1 It is the intention of Council that each separate provision of this bylaw shall be deemed independent of all other provisions, and it is further the intention of Council that if any provision of this bylaw be declared invalid, that provision shall be deemed to be severed and all other provisions of the bylaw shall remain in force and effect.

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

27. COMING INTO FORCE

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

27.2. This Bylaw will repeal bylaw 2019-15.

Read a first time this 16th day of June 2020.

Mayor David Hutton

Chief Administrative Officer Joyce Pierce

Read a second time this 7th day of July 2020.

Mayor David Hutton

Chief Administrative Officer Joyce Pierce

Read a third and final time this 7th day of July 2020.

Mayor David Hutton

Chief Administrative Officer Joyce Pierce

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

Section No.	Offence	Penalty 1st Offence	Penalty 2nd Offence	Violation Ticket 1st Offence	Violation Ticket 2nd Offence
5.2	Unightly premise	\$100.00	\$150.00	\$200.00	\$250.00
5.3.1	Excessive accumulation of materials	\$100.00	\$150.00	\$200.00	\$250.00
5.3.2	Loose litter garbage not properly stored	\$100.00	\$150.00	\$200.00	\$250.00
5.3.3	Unkept grass	\$100.00	\$150.00	\$200.00	\$250.00
5.3.5	Creating odor	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.1	Tree interferes with public works	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.2	Tree obstructing sidewalk or highway	\$100.00	\$150.00	\$200.00	\$250.00
5.3.6.3	Tree impairing visibility	\$100.00	\$150.00	\$200.00	\$250.00
5.3.7	Property showing significant deterioration	\$100.00	\$150.00	\$200.00	\$250.00
5.5	Debris during construction or demolition	\$100.00	\$150.00	\$200.00	\$250.00
5.6	More than 2 derelict vehicles	\$100.00	\$150.00	\$200.00	\$250.00
5.7	Derelict vehicle longer than 14 days untarped	\$100.00	\$150.00	\$200.00	\$250.00
5.8	Vehicle in front yard	\$100.00	\$150.00	\$200.00	\$250.00
6.1	No securing unoccupied building	\$100.00	\$150.00	\$200.00	\$250.00
7.1	Water flowing onto adjacent property	\$100.00	\$150.00	\$200.00	\$250.00
8.2.1,8.2.2,8.2.3	Placing snow off property	\$50.00	\$100.00	\$100.00	\$150.00
8.5	Removal of snow from eaves	\$50.00	\$100.00	\$100.00	\$150.00
8.6	Objects on sidewalk to cause obstruction	\$50.00	\$100.00	\$100.00	\$150.00
9.2	Fire hazard	\$50.00	\$100.00	\$100.00	\$150.00

**TOWN OF BON ACCORD COMMUNITY STANDARDS
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10.1.1	Fire pit not meeting guidelines	\$50.00	\$100.00	\$100.00	\$150.00
10.1.2	Fire pit opening to large	\$50.00	\$100.00	\$100.00	\$150.00
10.1.3	Non-combustible material	\$50.00	\$100.00	\$100.00	\$150.00
10.1.4	Fire pit with no spark arrester	\$50.00	\$100.00	\$100.00	\$150.00
10.1.5	Fire pit placed over or under utility lines	\$50.00	\$100.00	\$100.00	\$150.00
10.2	Burning of non-seasoned wood	\$100.00	\$150.00	\$150.00	\$200.00
10.3.2	No extinguisher available	\$50.00	\$100.00	\$150.00	\$200.00
10.3.4	No supervisor	\$50.00	\$100.00	\$150.00	\$200.00
10.3.5	No means of extinguishing	\$50.00	\$100.00	\$150.00	\$200.00
11.2	Burning while there is a fire ban	\$100.00	\$200.00	\$200.00	\$250.00
12.1	Noise	\$100.00	\$200.00	\$200.00	\$250.00
1.2.1,12.2.2	Operation of power or hand mower	\$50.00	\$100.00	\$100.00	\$200.00
12.3	Operation of model aircraft	\$50.00	\$100.00	\$100.00	\$200.00
12.4	Operation of snow clearing device	\$50.00	\$100.00	\$100.00	\$200.00
12.5.1	Construction off time limit	\$50.00	\$100.00	\$100.00	\$200.00
14.2	Leaking vehicle	\$100.00	\$150.00	\$100.00	\$150.00
15.1	Address in front	letter	\$50.00	\$100.00	\$150.00
14.3	Disposing into sewer	\$100.00	\$150.00	\$100.00	\$150.00
14.4	Tampering with manhole cover	\$100.00	\$150.00	\$100.00	\$150.00

**TOWN OF BON ACCORD COMMUNITY STANDARDS
BYLAW #2020-19**

SCHEDULE "A"

APPEAL NOTICE – BYLAW #2020-19

(If you want to appeal the Directive, you must serve this Appeal Notice by mailing or delivering it to the Chief Administrative Officer within 14 days after the Directive was served on you).

Dated: _____

To: The Chief Administrative Officer
Town of Bon Accord
5025 – 50 Avenue, Box 779
Bon Accord, Alberta T0A 0K0

I am appealing the Directive dated: _____ No.: _____

Property Address: _____

You may give reasons for your appeal:

Printed Name: _____ Signature: _____

Street Address: _____

Mailing Address: _____

Phone Numbers: Home - _____ Work - _____

Note: Only appeals filed within the 14-day period will be heard by Town Council's Committee. You will be notified by mail of the date and location of the hearing.

**TOWN OF BON ACCORD
Request for Decision (RFD)**

MEETING: Regular Council Meeting

MEETING DATE: July 7, 2020

AGENDA ITEM: Bon Accord Facility Rentals Policy

RECOMMENDATION:

THAT ...Council approves the Bon Accord Facility Rentals Policy as presented and accepts the Bon Accord Facility Rentals Procedure as information.

BACKGROUND:

Many of the Town of Bon Accord policies have not been reviewed in 5-10 plus years. All departments are reviewing existing policies and updating policies where necessary.

The Rental Policy and procedure are being updated to include facilities such as the Amphitheater and Town Basement. And to coincide with the new on-line booking format.

All Town facilities rentals will now be done through the new on-line booking method which is compatible with the Town's new website.

FINANCIAL IMPLICATIONS: N/A

LEGISLATIVE HISTORY: N/A

ALTERNATIVES:

1. Council approve the Bon Accord Facility Rentals policy as presented and accepts the Bon Accord Facility Rentals procedure as information.
2. Council declines the Bon Accord Facility Rentals policy as presented and declines the Bon Accord Facility Rentals procedure as information.

Prepared and Submitted By: Jenny Larson

Reviewed By: Joyce Pierce

Date: July 2, 2020

**TOWN OF BON ACCORD
POLICY STATEMENT**

SECTION: *Community Services*

POLICY NO.:

SUBJECT: Facility Rental Usage

RESPONSIBLE AUTHORITY: Community Services

REVIEWED & APPROVED BY COUNCIL:

PURPOSE AND INTENT: To establish clear guidelines and procedures for the rental of Town facilities.

POLICY STATEMENT: The Town of Bon Accord has several facilities to serve Bon Accord and the surrounding area's community groups, residents, and organizations. The Town aims to provide a safe, inviting, and protective environment that promotes recreation and culture in support of a healthy, viable, and vibrant community.

From: Infrastructure Minister <Infrastructure.Minister@gov.ab.ca>

Sent: June 24, 2020 11:53 AM

Cc: INFRAS Engagement <INFRAS.Engagement@gov.ab.ca>

Subject: Alberta Infrastructure Act and 20-Year Strategic Capital Plan: Engagement Opportunity

Good morning,

As part of our government's commitment to invest in public infrastructure projects that will help build a prosperous future and benefit Albertans for years to come, we need your input. On June 22, 2020, I was pleased to announce (see news release) our engagement on two key commitments, the Alberta Infrastructure Act and 20-Year Strategic Capital Plan.

Our government is preparing to bring forward the Alberta Infrastructure Act, which is intended to serve as a legislated governance framework for capital planning in Alberta. The Alberta Infrastructure Act supports the government's commitment to transparent and rigorous capital funding decisions, and will help Albertans better understand how their taxpayer money is spent on capital infrastructure. In addition, the Alberta Infrastructure Act will also legislate the release and regular review of a 20-Year Strategic Capital Plan.

The 20-Year Strategic Capital Plan will serve as a high-level framework for future provincial decisions on priority infrastructure projects. The 20-Year Strategic Capital Plan will reflect how Alberta is anticipated to change over the next 20 years, and what that means for how infrastructure is designed and used by Albertans for generations to come. The 20-Year Strategic Capital Plan will not be a definitive list of infrastructure projects, nor will it provide specific funding levels. It is intended to be a visionary document that considers long-term trends, potential impacts and priorities for provincial infrastructure, and how our government will meet the needs of Albertans into the future.

As a leader in your field, it is important you have a say in how Alberta plans for and prioritizes its capital funding. With input from our key stakeholders, our government can ensure that we have the information we need to develop the Alberta Infrastructure Act and 20-Year Strategic Capital Plan that suits the needs of Albertans for years to come. The Government of Alberta has created a survey on alberta.ca, where you are encouraged to share your feedback on the Alberta Infrastructure Act and 20-Year Strategic Capital Plan. You can find the survey here along with background information about the Alberta Infrastructure Act and 20-Year Strategic Capital Plan.

The survey will remain open until August 10, 2020, and you are also welcome to send written submissions as additional input via email to infras.engagement@gov.ab.ca by August 10, 2020. We understand that there are many emergent priorities you and your organization may be facing due to the impacts of COVID-19, and we hope you will be able to send your feedback and ideas for capital planning during this seven week window.

Now more than ever we are seeing the importance of strategic investment in Alberta's buildings, roads, bridges, and more. Infrastructure is a critical part of Alberta's recovery plan as a key driver of our economy, public services and our government's finances. These investments are vital to stimulating our economy and keeping Albertans working during times of uncertainty and economic downturn. We want to get this right, and your feedback is critical to the development of this important work.

Thank you in advance for your participation in this engagement opportunity. If you have any immediate questions please do not hesitate to reach out to infras.engagement@gov.ab.ca.

I look forward to hearing from you.

Sincerely,

Prasad Panda

Minister

Classification: Protected A



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

July 2, 2020

To all Chief Elected Officials:

On June 29, the Premier announced the province's multi-billion dollar economic recovery plan. Recognizing the critical role that Alberta's communities play in our economy, the plan identifies up to \$500 million in support for our local governments as they recover from the pandemic and invest in infrastructure that supports economic productivity. This funding will help you complete shovel-worthy projects, create jobs in your communities related to the projects, and drive future economic growth. Along with this provincial investment, we are asking municipalities to commit to red tape reduction efforts to incentivize new, job-creating private sector investment.

The shovel-worthy projects you have been submitting were critical in helping us assess municipal needs, as well as your readiness to complete these projects. You will receive more information on how this funding will be allocated, and how your municipality can access it, in the near future. Since program details are coming soon, I encourage you to start planning and preparing to initiate your projects, especially if they can proceed this year. I can tell you that this program will be simple and easy to administer to ensure the province does its part in minimizing red tape.

We are also hopeful that we will receive clarity soon on any available federal funding to assist municipalities in responding to the pandemic. We are working with the federal government to ensure that this funding can be used to meet municipal needs and priorities.

I look forward to sharing more information with you shortly, and continuing to work with you to support Alberta's recovery.

Sincerely,

Kaycee Madu, QC
Minister

cc: Chief Administrative Officers
Paul Wynnyk, Deputy Minister of Municipal Affairs