

**Town of Bon Accord**  
**AGENDA**  
**WITH AMENDEMENTS**  
**Regular Council Meeting**  
**March 17, 2026 9:00 a.m. in Council Chambers**  
Live streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
  - 3.1. March 3, 2026; Regular Council Meeting (enclosure)
- 4. DELEGATION**
  - 4.1. 9:05 a.m. James MacDonald – 2025/2026 NLLS Update (enclosure)
- 5. DEPARTMENTS REPORT**
  - 5.1. March 2026 (enclosure) amendment on page 2
- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
  - 7.1. Community Services Appreciation Award (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. COUNCIL REPORTS**
  - 10.1. Mayor Holden (enclosure)
  - 10.2. Deputy Mayor Bidney (enclosure)
  - 10.3. Councillor Gallant (enclosure)
  - 10.4. Councillor Larson (enclosure)
  - 10.5. Councillor May (enclosure)
- 11. CORRESPONDENCE**  
**ACTION REQUIRED**
  - 11.1. 2026 Sturgeon County Mayor's Golf Tournament (enclosure)
  - 11.2. ARROW Utilities Information Session (enclosure)
  - 11.3. Redwater Mayor's Breakfast (enclosure)
- 12. NOTICE OF MOTION**
- 13. CLOSED SESSION**
- 14. ADJOURNMENT**

# 2025 VALUE STATEMENT

## Town of Bon Accord

Population: 1,529 Library Cards: 210

This value statement highlights the benefits of belonging to Northern Lights Library System. It is a snapshot of the health of your library and the value of your investment.

For questions or concerns please contact:

**James MacDonald, Executive Director**

P: (780)-545-5072

E: [jmacdonald@nlls.ab.ca](mailto:jmacdonald@nlls.ab.ca)



Total Library Savings

# \$439,570

Name Of Library(s):

## Bon Accord Public Library

### OPERATIONS

Levy Cost <b>\$8,486</b>	Rural Services Grant <b>\$8,845</b>
Book Allotment <b>\$12,105</b>	Return on Investment <b>\$68.64</b>

### ELECTRONIC AND NON-TRADITIONAL MATERIALS

eBooks in Circulation **2,913**  
Total eBook Circulation Value  
**\$220,288**

### CIRCULATION

Net Borrower **8,090**  
Total Print Circulation Value  
**\$202,250**

### SERVICE DELIVERY

MLS + TSI Tickets **28**  
Total Professional Value  
**\$2,304**

### Acquisition & Cataloguing:

**526** items purchased with NLLS  
**\$3,151** saved via acquisition  
**\$1,578** cataloguing & processing value

### How We Are Funded

LIBRARY		MUNICIPAL LEVY		PROVINCIAL GRANTS					
<b>\$5.55</b>	<b>+</b>	<b>\$5.55</b>	<b>+</b>	<b>\$4.75</b>	<b>=</b>	<b>\$15.85</b>	<b>-</b>	<b>\$2.15</b>	
PER CITIZEN		PER CITIZEN		PER CITIZEN		PER CITIZEN		LOCAL LIBRARY BOOK ALLOTMENT	
								<b>\$12,104.93</b>	



Operating Budget

# KNOWLEDGE ADVENTURE & FUN!



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## News | Projects | Events

### News

- Bill Rogers will become the permanent CAO for the Town of Bon Accord as of April 1, 2026.

### Events & Programs

- February 22nd Rooted in Wellness Dinner, 35 attended.
- February 25th Scam Prevention presentation at the Jewel Box.
- March 12th Presentation on Seniors' Financial Programs assistant at the Jewel Box at 10:00 am.
- Upcoming programs and events include:
  - Drop-in Pickleball on Monday evenings. Stop by Lilian Schick School gymnasium to join in the fun. Drop-in fee is \$5. Check out our event calendar <https://bonaccord.ca/calendar>
  - Volunteer Appreciation Day Colouring Contest (Ages 17 and under), colouring page available online to print or at the Town office for pick up. Entries will be accepted until Monday, April 13<sup>th</sup>.
  - March 19<sup>th</sup> Community Art night at the Arena Mezzanine.
  - March 21<sup>st</sup> Community Field Trip – Sturgeon Region Farms
  - March 29<sup>th</sup> Rooted in Wellness dinner at the Bon Accord Community Hall
  - April 3<sup>rd</sup> – Annual Easter Egg Hunt at Centennial Park. 3 time slots available for ages 1-12 years. Older children and youth are welcome to enjoy the many other games and festivities.

### Key Meetings

- N/A

### Conferences and Training

- N/A

## Department Highlights

### Administration | Town Manager

- Worked on various ongoing Town projects, including town lands purchase project, Regional Transportation project, annual budgeting and strategic planning activities.

### Planning | Development

- Regional Stormwater Management Project: Magna work is ongoing, project requires additional survey information to confirm feasibility of proposed drainage options. Reduction of snow pack in ditches is required to confirm baseline information, as per update from Magna on 10 March 2026.
- 4706 51 Street Development: Met with MPE and developer to review the Development Agreement. Developer is working to provide cost estimates for Schedule C items required for securities calculation. Securities estimates to be reviewed by MPE.
- Ongoing Development Matters: Issued 5 development permits in March (from 01 March to 11 March), bringing yearly total to 7.
- Joint Use & Planning Agreement: Reviewed and provided recommended changes to Joint Use and Planning Agreement. This is an agreement between the municipality and the school board providing terms for joint use of public facilities (those owned by the Town or the school board) to user groups within the municipality and is required by the Municipal Government Act.

### Corporate Services

- Staff have been researching further information regarding the Regional Waste program first presented to Council last year by Roseridge.
- Administration has contacted Absolute Human Performance regarding amendments to the agreement presented to Council in the closed session at the March 3rd regular meeting of Council. We are still awaiting a response.
- Staff are working on the final 2026 operating and capital budget.
- Administration received assessment information from our assessor at the end of February. Taxable assessments have increased by 8% from 161,491,770 to 174,478,810.
- The public auction for the following properties is scheduled for March 27th at 10:00 am in Council Chambers: Roll #50500 Lot – Block 47 Plan 7721608 and

Roll #73300 Lot 33 Block 9 Plan 0729833. Redemption may be affected by payment of all arrears of taxes and costs at any time prior to the sale.

## Community Services

- The office of Honorable Dale Nally has confirmed that Mr. Nally will attend the Bon Accord Harvest Days parade and that he will also be accompanied by MP Cooper. They will also host a post parade BBQ. Mr. Nally will likely also attend at least one Music in the Park evening this year as well as attend our Canada Day pancake breakfast.
- The Modern Family Forum, a free conference scheduled for February 28th, had to be cancelled due to low registration. This conference was advertised through multiple resources and administration purchased additional advertising. Administration has posted a feedback survey on our website to gather information in order to address the following: How could we improve the marketing of this event? Is there a better time of year or day of the week that would have worked better for attendance? Are there any other barriers to attendance as well as options for open feedback. We intend to review the survey responses to inform and host an event in the future.
- The Rooted in Wellness dinner series speakers plan included a presentation titled “Screenagers” which explores growing up in a digital age and the impact on family and mental health. Given the demographic of our attendance at the dinners, administration felt this presentation was likely to have lower impact and has planned new speakers/presentations more suited for those attending. The Edmonton Community Foundation has been informed and are on board with the changes.
- Art Night on February 19th was cancelled due to low registration.

## Operations | Public Works

- Public Works department has been kept busy this month completing the second full residential snow clearing cycle of the season. Due to the extra snowfall volumes this winter, snow storage space at the lagoon site has been pretty much filled.
- Recent larger snowfall events on previously cleared roadways, followed by above freezing temperatures and traffic, have resulted in substantial ice build-up as the temperatures dropped back below zero. The “thaw-freeze” cycle has been a challenge as crews try to keep drainage basins open during melting periods, and salt sanding/rock chipping during freeze periods.
- Additional efforts have been put into snow removal around 47Ave and along 51 street to help mitigate the spring water pooling at the intersection ahead of the drainage work to be completed this upcoming construction season.
- With the volumes of snow dealt with this winter, more equipment maintenance

was required. Due to the economy and supply demands, Public Works was experiencing extended wait times for equipment cutting edges and sweeper brushes. In order that service levels would not be hindered, extra stock was purchased when the items became available.

- Regular duties (readings, monthly checks, parks checks, building maintenance, etc.) were completed as scheduled.
- The sewer line servicing the Public Works office trailer froze up and was out of operation for approximately 10 days as the crew had a snow cycle to finish before we had time to thaw it.
- The burn pile at the lagoon was burnt for the season.
- Arena staff had to deal with some compressor issues at the chiller plant during one of the recent power outages. Staff were able to get the plant reset with no ice issues or contractor technicians having to be called in. Thanks go out to our dedicated arena staff.
- A full-time arena/parks employee will resign on March 15, 2026 due to personal circumstances. The Town would like to thank him for his dedication and hard work over these past few years. Another employee will be filling the position.
- The Recreational Facilities and Parks Supervisor completed a training seminar in Olds to comply with mandatory annual training that is required for her herbicide applicator's license.
- Interviews are presently being conducted with applicants for 2 summer staff positions.

#### Attachments

- Town Manager:
  - Action Item List
- Corporate Services Manager:
  - Variance Report

# Town Manager Action List

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**Date:** March 17, 2026  
**Reporting Period:** February 13 – March 12, 2026  
**Submitted by:** Bill Rogers, Interim CAO

**ACTON ITEM LIST:**

<b>Action Item</b>	<b>Status</b>
<p><b>Rosieridge Waste Management Services Commission</b>            Council resolved to direct administration to enter into conversations with Rosieridge Waste Management Services Commission to explore coordinating waste collection across the region.</p>	<p>In progress</p>
<p><b>Proposed Park Renaming Survey Results</b>            Council accepts this report as information and directs administration to investigate the cost of signage for said parks.</p>	<p>In progress            Recommendation—staff brings forward costs of purchasing and installing signs with existing park names during the 2026 budget deliberation process.</p>
<p><b>Joint Use and Planning Agreement</b>            Council directs that the Town Manager and the Mayor sign the Joint Use and Planning Agreement.</p>	<p>The Town has advised the School Board of this decision and school officials have advised that the School Board is reviewing the proposed agreement with our Town Planning staff.</p>
<p><b>Nature-Based Stormwater Project</b>            Council approved engaging Magna Engineering Services to work on a Nature-Based Stormwater Park and to continue working on grant funding opportunities, capital planning, and landowner negotiations as required for this project.</p>	<p>Ongoing</p>
<p><b>Resident Concern re: Neighbour Video Surveillance</b>            Council directs administration to consult legal and begin to plan for possible bylaw regarding video surveillance and drones.</p>	<p>In progress</p>



**Year-to-Date Variance Report (Unaudited)**  
 for the year ending December 31, 2026  
 Reporting period: up to March 9, 2026

DEPARTMENT	REVENUES			EXPENSES			NET	NET	NET	% Change between Actual & Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance Actual-Budget	
General Municipal	96,106	100,119	- 4,014	14,468	15,000	- 532	81,638	85,119	- 3,481	-4%
<b>TOTAL MUNICIPAL</b>	<b>\$ 96,105.50</b>	<b>\$ 100,119.00</b>	<b>-\$ 4,013.50</b>	<b>\$ 14,467.97</b>	<b>\$ 15,000.00</b>	<b>-\$ 532.03</b>	<b>\$ 81,638</b>	<b>\$ 85,119</b>	<b>-\$ 3,481</b>	<b>4%</b>
Election	-	-	-	-	-	-	-	-	-	#DIV/0!
Council	-	-	-	19,974	33,993	- 14,019	(19,974)	(33,993)	14,019	-70%
<b>TOTAL COUNCIL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,974</b>	<b>\$ 33,993</b>	<b>-\$ 14,019</b>	<b>-\$ 19,974</b>	<b>-\$ 33,993</b>	<b>\$ 14,019</b>	<b>41%</b>
Administration	10,729	9,848	881	106,578	166,165	- 59,587	(95,849)	(156,318)	60,469	-63%
EV Chargers	89	188	- 99	25	450	- 425	64	(263)	327	510%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 10,729</b>	<b>\$ 9,848</b>	<b>\$ 881</b>	<b>\$ 106,578</b>	<b>\$ 166,165</b>	<b>-\$ 59,587</b>	<b>-\$ 95,849</b>	<b>-\$ 156,318</b>	<b>\$ 60,469</b>	<b>39%</b>
Fire Services	-	-	-	33,471	37,201	(3,730)	(33,471)	(37,201)	3,730	-11%
Emergency Services	-	-	-	3,976	5,651	(1,675)	(3,976)	(5,651)	1,675	-42%
Bylaw	575	763	(188)	11,544	17,000	(5,456)	(10,969)	(16,238)	5,268	-48%
<b>TOTAL PROTECTIVE SERVICES</b>	<b>\$ 575</b>	<b>\$ 763</b>	<b>-\$ 188</b>	<b>\$ 48,992</b>	<b>\$ 59,852</b>	<b>-\$ 10,860</b>	<b>-\$ 48,417</b>	<b>-\$ 59,089</b>	<b>\$ 10,673</b>	<b>18%</b>
Municipal Planning	3,321	2,875	446	4,648	31,669	- 27,021	(1,327)	(28,794)	27,467	-2070%
Economic Development	-	-	-	10,240	34,118	- 23,878	(10,240)	(34,118)	23,878	-233%
Safe Communities	-	-	-	-	220	- 220	-	(220)	220	#DIV/0!
<b>TOTAL PLANNING &amp; DEVELOPMEN</b>	<b>\$ 3,321</b>	<b>\$ 2,875</b>	<b>\$ 446</b>	<b>\$ 14,888</b>	<b>\$ 65,787</b>	<b>-\$ 50,899</b>	<b>-\$ 11,567</b>	<b>-\$ 62,912</b>	<b>\$ 51,345</b>	<b>82%</b>
Public Works - Roads	-	-	-	60,481	121,292	- 60,811	(60,481)	(121,292)	60,811	-101%
Storm Sewer & Drain	-	-	-	25,363	6,796	18,567	(25,363)	(6,796)	(18,567)	73%
Water	90,461	98,377	- 7,916	63,470	141,903	(78,433)	26,991	(43,525)	70,516	261%
Sewer	71,438	76,633	- 5,195	62,171	124,465	(62,294)	9,267	(47,832)	57,099	616%
Garbage	20,392	21,307	- 915	8,357	32,233	(23,876)	12,035	(10,927)	22,962	191%
Cemetery	5,245	2,000	3,245	2,219	3,773	(1,553)	3,026	(1,773)	4,798	159%
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 187,536</b>	<b>\$ 198,317</b>	<b>-\$ 10,781</b>	<b>\$ 222,062</b>	<b>\$ 430,462</b>	<b>-\$ 208,400</b>	<b>-\$ 34,526</b>	<b>-\$ 232,145</b>	<b>\$ 197,620</b>	<b>85%</b>
FCSS	11,431	13,012	- 1,581	11,113	32,185	- 21,072	318	(19,174)	19,492	6130%
<b>TOTAL FCSS</b>	<b>\$ 11,431</b>	<b>\$ 13,012</b>	<b>-\$ 1,581</b>	<b>\$ 11,113</b>	<b>\$ 32,185</b>	<b>-\$ 21,072</b>	<b>\$ 318</b>	<b>-\$ 19,174</b>	<b>\$ 19,492</b>	<b>102%</b>
Parks	64,884	65,527	- 642	14,853	34,723	- 19,870	50,031	30,803	19,228	38%
Arena	142,723	173,769	- 31,046	53,134	106,643	- 53,510	89,589	67,126	22,463	25%
Recreation	197,593	200,283	- 2,690	13,694	32,967	- 19,273	183,899	140,802	43,097	23%
<b>TOTAL REC &amp; COMMUNITY SERVICE</b>	<b>\$ 405,200</b>	<b>\$ 239,296</b>	<b>-\$ 34,379</b>	<b>\$ 81,680</b>	<b>\$ 174,333</b>	<b>-\$ 92,653</b>	<b>\$ 323,520</b>	<b>\$ 238,731</b>	<b>\$ 84,788</b>	<b>36%</b>
Library	-	-	-	35,378	37,746	- 2,368	(35,378)	(37,746)	2,368	-7%
<b>TOTAL LIBRARY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,378</b>	<b>\$ 37,746</b>	<b>-\$ 2,368</b>	<b>-\$ 35,378</b>	<b>-\$ 37,746</b>	<b>\$ 2,368</b>	<b>6%</b>
<b>Total Excl. General Municipal</b>	<b>\$ 618,791</b>	<b>\$ 464,109</b>	<b>-\$ 45,600</b>	<b>\$ 540,664</b>	<b>\$ 1,000,524</b>	<b>-\$ 459,860</b>	<b>\$ 78,127</b>	<b>-\$ 536,415</b>	<b>\$ 614,542</b>	<b>787%</b>
<b>Total Incl. General Municipal</b>	<b>\$ 714,897</b>	<b>\$ 564,228</b>	<b>-\$ 49,614</b>	<b>\$ 555,132</b>	<b>\$ 1,015,524</b>	<b>-\$ 460,392</b>	<b>\$ 159,765</b>	<b>-\$ 451,296</b>	<b>\$ 611,061</b>	

## Variance Report Notes

Reporting Period: up to March 10, 2026

### Municipal:

Penalties collected on taxes for the year are \$4,221 over budget.  
Franchise fee revenues are currently under budget by \$7,551, with some outstanding.

### Administration

Sales of goods and services are over budget by \$881.  
Consultants is over budget by \$37,500 for temporary CAO services, but this should be offset by wages and salaries. Consultants was not budgeted for.

### Roads, Water & Sewer:

Water sales are under budget by \$3,881.  
Bulk water sales are over budget by \$20,504.  
Penalties are over budget by \$112.  
Sewer sales were under budget by \$5,185.  
Revenues in water and sewer fluctuate throughout the year;  
Bulk water sales can fluctuate based on seasons.  
Garbage sales are under budget by \$915. This can fluctuate throughout the seasons as well, due to landfill usage.  
Expenses overall are currently under budget for water, wastewater, and garbage services.

### Storm Water

Expenses for contracted services are for the 51st street drainage project. Revenues for this project are approved from reserves.  
Reserve transfers are completed at year-end.

### Economic Development & Planning:

Municipal planning sales are over budget by \$1,266 and business licenses are under budget by \$695.

### FCSS & Community Services:

The first quarterly payment of the FCSS grant has been received, \$11,099.  
Rentals and program fees are under budget by \$1,580, mainly due to timing.

### Cemetery:

Plot sales are over budget by \$1,550 and open and close fees are over budget by \$1,695.

### Recreation, Parks & Arena

The Sturgeon Recreation Funding Grant has been received, a total of \$352,256 which includes \$60,000 towards capital. The operating funds are allocated between parks, recreation, and the arena. The budgeted amount for the grant was \$350,791.  
The arena sales are under budget by \$32,386.