

Town of Bon Accord
AGENDA
Regular Council Meeting
June 17, 2025 9:00 a.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1.** June 3, 2025; Regular Council Meeting (enclosure)
- 4. DELEGATION**
- 5. DEPARTMENTS REPORT**
 - 5.1.** June 2025 (enclosure)
- 6. UNFINISHED BUSINESS**
 - 6.1.** School Bus Safety Concern (enclosure)
 - 6.2.** School Bus Stop Sign Extender Proposal (enclosure)
- 7. NEW BUSINESS**
 - 7.1.** Request for Approval: Town Office Air Conditioner Unit Replacement (enclosure)
 - 7.2.** Parks and Trails Infrastructure Plans (enclosure)
 - 7.3.** Committee of the Whole Meetings Schedule (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. COUNCIL REPORTS**
 - 10.1.** Mayor Holden (enclosure)
 - 10.2.** Deputy Mayor Larson (enclosure)
 - 10.3.** Councillor Bidney (enclosure)
 - 10.4.** Councillor Laing (enclosure)
 - 10.5.** Councillor May (enclosure)
- 11. CORRESPONDENCE**
- 12. NOTICE OF MOTION**
- 13. CLOSED SESSION**
 - 13.1.** Development Matter – Project Discussion *FOIP Act Section 16 Disclosure harmful to business interests of a third party, Section 24 Advice from officials,*

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and Section 25 Disclosure harmful to economic and other interests of a public body

13.2. *Land Proposal Section 24 Advice from officials, and Section 25 Disclosure harmful to economic and other interests of a public body*

14. ADJOURNMENT

**Town of Bon Accord
Regular Meeting of Council Minutes
June 3, 2025 6:00 p.m.
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

Mayor Brian Holden
Deputy Mayor Timothy J. Larson
Councillor Lynn Bidney
Councillor Lacey Laing
Councillor Tanya May

ADMINISTRATION

Jodi Brown – Town Manager
Falon Fayant – Corporate Services Manager
Nicole Paproski – Administration & Community Services Assistant

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 6:00 p.m.

ADOPTION OF AGENDA

DEPUTY MAYOR LARSON MOVED THAT Council adopt the June 3, 2025 agenda as amended.

CARRIED UNANIMOUSLY RESOLUTION 25-245

PROCLAMATIONS

World Ocean's Day
Pride Month
Alberta Seniors' Week
National Indigenous Peoples' Day

ADOPTION OF MINUTES

May 20, 2025; Regular Council Meeting

DEPUTY MAYOR LARSON MOVED THAT Council adopt the May 20, 2025; Regular Council Meeting minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-246

UNFINISHED BUSINESS

Unrestricted Surplus

COUNCILLOR BIDNEY MOVED THAT Council directs administration to move 2/3 of the \$405,700 from unrestricted surplus to Transportation Projects Reserve & 1/3 of the \$405,700 from unrestricted surplus to Parks, Recreation & Culture Reserve.

CARRIED UNANIMOUSLY RESOLUTION 25-247

School Bus Safety – Request for Feedback

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DEPUTY MAYOR LARSON MOVED THAT...Council directs administration to bring this topic back to the June 17, 2025 meeting.

MOTION TO AMEND

COUNCILLOR MAY MOVED TO AMEND THE MOTION ON THE FLOOR to have Mayor Holden bring back information from his meeting with Minister Nally at the June 17 2025 meeting.

CARRIED UNANIMOUSLY RESOLUTION 25-248

NEW BUSINESS

Councillor May – Changing Day or Time of Committee of the Whole Meetings

COUNCILLOR MAY MOVED THAT Council directs administration send out a Doodle poll including administration for new dates and times for the Committee of the Whole meetings with multiple options.

CARRIED UNANIMOUSLY RESOLUTION 25-249

Sturgeon Recreation Recognition Plaque

DEPUTY MAYOR LARSON THAT Council directs administration to get proofs of the signs from the different quotes before making a decision.

CARRIED UNANIMOUSLY RESOLUTION 25-250

Mayor Holden called for a short recess at 7:13 pm

CARRIED UNANIMOUSLY RESOLUTION 25-251

Mayor Holden called back in session at 7:20 pm

Additional Funding Request for Promotional Branded Items

COUNCILLOR MAY MOVED THAT Council directs administration to spend up to \$100 for promotional item for the Golf Tournament to give away, and direct administration to bring back to Council at a future Committee of the Whole meeting for promotional items and price descriptions for those items.

CARRIED UNANIMOUSLY RESOLUTION 25-252

Purchasing Policy #22-518 Update

COUNCILLOR BIDNEY THAT Council directs administration to update policy #22-518 as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-253

Elected Officials Orientation and Training: Post Election 2025

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COUNCILLOR LAING MOVES THAT Council directs administration to advise Sturgeon County that the Town of Bon Accord elected officials will not participate in the regional orientation this year.

CARRIED RESOLUTION 25-254

CORRESPONDENCE

Town of Legal – Fete Au Village Invitation

COUNCILLOR LAING MOVED THAT Council directs administration to RSVP Councillor May, Deputy Mayor Larson, Mayor Holden to the Fete Au Village.

CARRIED UNANIMOUSLY RESOLUTION 25-255

Town of Morinville – Mayor & Council's Annual Pancake Breakfast

COUNCILLOR LAING MOVED THAT Council directs administration to RSVP Mayor Holden, Deputy Mayor Larson & Councillor May to attend the Mayor's Pancake breakfast.

CARRIED UNANIMOUSLY RESOLUTION 25-256

Gibbons Pioneer Days

COUNCILLOR LAING MOVED THAT Council directs administration to RSVP all of Council to the Gibbons Pioneer Days Parade.

CARRIED UNANIMOUSLY RESOLUTION 25-257

NOTICE OF MOTION

School Bus Safety Extender – Councillor Laing

COUNCILLOR LAING MOVED THAT Council postpones this notice of motion until the next meeting after the update with Minister Nally.

CARRIED UNANIMOUSLY RESOLUTION 25-257

CLOSED SESSION

- ***Enforcement Issue – FOIP Act Section 17 Disclosure harmful to personal privacy, Section 24 Advice from officials, and Section 27 Privileged information***
- ***Crosswalks at Intersections: 50 Avenue and 51 Street & 51 Ave and 51 Street – FOIP Act Action 24 Advice from officials***

DEPUTY MAYOR LARSON MOVED THAT Council enter into closed session to discuss Enforcement Issue – FOIP Act Section 17 Disclosure harmful to personal privacy, Section 24 Advice from officials, and Section 27 Privileged information and Crosswalks at Intersections: 50 Avenue and 51 Street & 51 Ave and 51 Street – FOIP Act Action 24 Advice from officials at 8:02 p.m.

CARRIED UNANIMOUSLY RESOLUTION 25-258

COUNCILLOR MAY MOVED THAT Council come out of closed session at 8:29 p.m.

CARRIED UNANIMOUSLY RESOLUTION 25-259

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Enforcement Issue – FOIP Act Section 17 Disclosure harmful to personal privacy, Section 24 Advice from officials, and Section 27 Privileged information
COUNCILLOR LAING MOVED THAT Council accepts this as information.
CARRIED UNANIMOUSLY RESOLUTION 25-260

Crosswalks at Intersections: 50 Avenue and 51 Street & 51 Ave and 51 Street – FOIP Act Action 24 Advice from officials
DEPUTY MAYOR LARSON MOVED THAT Council accepts this as information and no further action at this time.
CARRIED UNANIMOUSLY RESOLUTION 25-261

ADJOURNMENT

COUNCILLOR MAY MOVED THAT the June 3, 2025 Regular Meeting of Council adjourn at 8:31 p.m.
CARRIED UNANIMOUSLY RESOLUTION 25-262

Mayor Brian Holden

Jodi Brown, CAO

News | Projects | Events

News

- The Town has received an application for the Urban Hens Program. The first license is expected to be approved this week.

Projects

- Communities in Bloom volunteers have been busy planting flower beds throughout the community, helping to brighten up our shared spaces. In addition, Town staff have been hard at work filling the planters around town. We're also looking forward to the arrival of the hanging baskets later this month, which will add another beautiful touch to our summer landscape.
- 49th Street Mill & Overlay to start soon

Events & Programs

- Staff are busy preparing for Canada Day Celebrations on July 01st, 2025 and the Communities in Bloom Provincial Judging Day to be held this summer (Date to be determined).
- Bike Rodeo has been rescheduled for July 10th.
- Ready, Set, Adult on June 21 – Career Planning – Income Taxes & Resumes.

Key Meetings

- June 5th Town Manager met with the School Board regarding the Lilian Schick School track area.
- June 11th Regional Programming Meeting
- June 18th Community Services Advisory Board
- June 24th Sturgeon Adult Learning Centre Annual General Meeting
- June 19th Edmonton Evergreen FCSS Meeting

Conferences and Training

On-going webinar training from Bloom Municipal Education Centre.

Department Highlights

Administration | Town Manager

- Ongoing meetings are being held with grant representatives and the Town's engineering consultants to discuss funding agreements and reporting requirements for the stormwater park project and 54th avenue project.
- Continued meetings are underway to support various development projects in the community.
- Administration will be issuing a Request for Proposals (RFP) for general engineering services this month to ensure alignment with procurement policies.
- Finalization of collaboration agreements is in progress with both the local minor hockey association and the Fire Department (office trailer addition).
- Work is ongoing on the Ice Allocation Policy, which will be presented to Council for review.
- Staff mid-year performance reviews are currently due and being completed.
- A meeting was held with Sturgeon Enforcement Services to discuss the new Animal Control Bylaw, including the Urban Hens and Beekeeping application and approval processes.
- A meeting was held with Sturgeon School Division Representatives regarding the Lilian Schick School track area.

Community Services

- Our summer day programs are full, and we have a waitlist. Registration opened on May 26th, and spaces filled up within the first week. Registration and the waitlist are closed. The capacity is 30 children per day, aged 6-12 years.
 - Space is still available on our summer field trips. There are 4 trips, and we are partnering with Legal. Registration opened May 29th.
 - We have three youth drop-in days scheduled for the summer for ages 13-17. Food and activities will be provided.
- Planning is underway for our Rooted in Wellness event series now that we have received the funding from the grant.
- The Canadian Red Cross offered free N95 respirator masks to communities; we have ordered 1500 medium and 500 small to offer to residents in light of the wildfires causing poor air quality.
- Staff have been preparing for the Canada Day event, which will be held at the arena and Centennial Park on July 1st. Festivities include the pancake breakfast, BBQ bingo, music in the park, and fireworks. Flag planting will take place on June 30th.

Corporate Services

- The budget highlights document for the final 2025 budget has been updated and uploaded to the website. <https://bonaccord.ca/financials>
- Staff are working on the 2025 Municipal Tax Report which must be submitted to the ministry on or before July 1st.
- Preparing the 2024 financials for the Sturgeon Recreation Grant reporting requirements.

Economic Development | Safe Communities

- Worked with Bylaw to roll out the hens and bees applications; liaised on procedures which are now in place.
- Assembled a prize basket and planned engagement activities for the Sturgeon Mayor's Golf Tournament, where I will be hosting a table and games.
- Addressed bylaw complaint regarding multiple properties with overgrown grass and weeds on 51 Avenue.
- Responded to a resident concern about overgrown weeds surrounding a commercial building, in preparation for Communities in Bloom.
- Currently managing multiple properties with overgrown grass in the back alley along 47 Avenue. Administration is working on creating door hanger notices to advise residents to address the issue.
- Completed the rollout of the Investment Attraction Magazine.
- Continued promoting the Community Investment Sponsorship Package.
- Attended the Sturgeon Regional Positive Ticketing Program, which is now in full force.
- Began researching the development of a Business Visitation Program to strengthen relationships with local businesses, with the goal of implementing quarterly outreach.
- Preparing for our upcoming Pop with a Cop at Lilian Schick School
- Preparing for our upcoming Theft and Vandalism presentation, with 4 attendees already registered.

Operations | Public Works

- Seasonal mowing and maintenance of parks, ditches, and green spaces is ongoing.
- Flowers have been planted in planter boxes/tubs around town. The Communities in Bloom committee have planted their annuals in their respective beds. Town staff are now regularly monitoring and watering the flower-planted areas done by both the Town and the Committee.
- As weather conditions allow the annual spraying program to control weeds in Town maintained green spaces and parks is being done. Signs are put up on areas that have been sprayed indicating the chemical used, the time of spraying,

and how long individuals should stay off the areas as to allow the chemical time to be effective.

- 4 cedar trees at Veteran's Park were replaced as the ones planted last year went downhill shortly after they were planted. One of the original cedars showed a good chance of recovering so it was kept and replanted at the Jewel Box.
- The parking lots at the town office and the arena have had parking curbs replaced and/or repainted and aligned.
- The annual crack-sealing program has been completed.
- Road center lines, crosswalks, stop bars, and parking stall lines have been repainted for the year.
- Prep work for the upcoming yearly asphalt spray-patching has been completed. It is our intention to try and get onto the program a little earlier this year and hope to have roadwork completed by end of July.
- The annual water program has been completed. This involved spring fire hydrant inspections, uni-directional flushing, and main valve exercising.
- A couple of residential water service valves (cc's) were repaired/replaced.
- Building maintenance is on-going at Town office. Issues with the air conditioning system and an electric heater need attention.
- Surveying has been completed on Spruce Meadow Lane pertaining to the drainage issues. The information is now in the hands of the engineers as they compile a report indicating things that can be done to address drainage on that road.
- Expecting work to start shortly on the 49th St. mill/overlay project.
- Construction of the salt/sand storage structure has been postponed and is tentatively slated for end of July.

Attachments

- Town Manager:
 - Action List
- Corporate Services Manager:
 - Variance Report
- Legislative Services & Communications Supervisor:
 -

Town Manager Action List

Date: June 17th, 2025
Reporting Period: May 21st, 2025 – June 16th, 2025
Submitted by: Jodi Brown (Town Manager)

ACTION ITEM LIST:

Action Item	Status
Rosieridge Waste Management Services Commission Council resolved to direct administration to enter into conversations with Rosieridge Waste Management Services Commission to explore coordinating waste collection across the region.	In-Progress Staff met with the Manager of Rosieridge and an engagement specialist to explore regional waste collection opportunities on May 05 th , 2025. An update meeting is scheduled in June.
Economic Development Regional Working Group Council approves the Terms of Reference for the Regional Economic Development Working Group as presented.	Complete This meeting was rescheduled. Following final confirmation from participants, a date in late June or July is anticipated.
Engineering Study Fees Resolved that Council directs administration to include the engineering study fees in the final 2025 proposed budget for Council review per resolution 24-355.	Complete The engineering study for Spruce Meadow Lane was included in the final 2025 budget. The agreement with MPE has been signed. The work is underway.
Playgrounds for a Brighter Future – Zip Line Council defers this item until the Council meeting after the next Parks and Trails Committee.	The next Parks and Trails Committee Meeting is being scheduled for August. An update will be provided during the June 17 th , 2025, RCM.
FCM Grant Matching Funds Council approves an additional \$100,000 in matching funds for the Federation of Canadian Municipalities Implementation Projects: Adaptation in Action grant program (NA2 Nautilus Pond Phase Project), bringing the total approved matching fund contribution to \$200,000, as per resolution #24-301 and that these funds will be allocated from the General Reserve AND FURTHER THAT Council directs the Town Manager to sign the grant agreement for this funding.	The grant agreement has been received and is currently under review by administration prior to signing.

<p>Digital Signs Council direct administration to remove the highway sign located at 4706 - 51 Street (old liquor store location) at a cost of no more than \$3000.00 + GST with funds allocated from the Gateway Plan Reserve and to store the sign at public works until Council can decide otherwise.</p> <p><u>MOTION TO AMEND</u> COUNCILLOR BIDNEY MOVED to amend the motion on the floor to dispose of the sign. 1 Opposed</p>	<p>Completed</p>
<p>Joint Use and Planning Agreement DEPUTY MAYOR LARSON MOVED THAT 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.</p>
<p>School Bus Safety – Request for Feedback Council directs administration to bring this topic back to the June 17, 2025, meeting.</p> <p>Mayor Holden bring back information from his meeting with Minister Nally at the June 17, 2025, meeting.</p>	<p>June 17th, RCM</p>
<p>Councillor May – Changing Day or Time of Committee of the Whole Meetings Council directs administration send out a Doodle poll including administration for new dates and times for the Committee of the Whole meetings with multiple options.</p>	<p>June 17th, 2025, RCM</p>
<p>Sand and Salt Storage Facility Resolved that Council directs administration to proceed with the construction of the sea can structure, for the cost of up to \$25,000.00 to be funded from the Canada Community Building Fund.</p>	<p>Complete—the structure has been ordered. Permits completed.</p>

Sturgeon Recreation Recognition Plaque Council directs administration to get proofs of the signs from the different quotes before making a decision.	In-Progress Administration is waiting to hear back from the suppliers.
Additional Funding Request for Promotional Branded Items Council directs administration to spend up to \$100 for promotional item for the Golf Tournament to give away, and direct administration to bring back to Council at a future Committee of the Whole meeting for promotional items and price descriptions for those items.	June Committee of the Whole Meeting
Elected Officials Orientation and Training: Post Election 2025 Council directs administration to advise Sturgeon County that the Town of Bon Accord elected officials will not participate in the regional orientation this year.	Complete
Nature-Based Stormwater Project 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.	On-going
Special Invitation Town of Redwater BBQ Council direct administration to look into the budget to see if 3 Councillors can attend and let Redwater know.	This event was postponed.
School Bus Safety Extender – Councillor Laing Council postpones this notice of motion until the next meeting after the update with Minister Nally.	June 17 th , RCM
Proposed Park Renaming Survey Results Council accepts this report as information and directs administration to investigate the cost of signage for said parks.	In-Progress
Fire Services Agreement Addendum Council directs the Town Manager to finalize the addendum without adding utility costs and remove parking requirements. This will be reviewed in one-years' time.	Complete Forwarded addendum to Sturgeon County

Year-to-Date Variance Report (Unaudited)
for the year ending December 31, 2025
Reporting period: up to June 10, 2025

DEPARTMENT	REVENUES			EXPENSES			NET	NET	NET	% Change between Actual & Budget
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	
General Municipal	2,491,211	2,491,304	- 93	114,882	126,719	- 11,837	2,376,329	2,364,585	11,744	0%
TOTAL MUNICIPAL	\$ 2,491,210.72	\$ 2,491,304.00	-\$ 93.28	\$ 114,882.19	\$ 126,719.00	-\$ 11,836.81	\$ 2,376,329	\$ 2,364,585	\$ 11,744	0%
Election	-	-	-	-	-	-	-	-	-	#DIV/0!
Council	-	-	-	47,351	61,286	- 13,935	(47,351)	(61,286)	13,935	-29%
TOTAL COUNCIL	\$ -	\$ -	\$ -	\$ 47,351	\$ 61,286	-\$ 13,935	-\$ 47,351	-\$ 61,286	\$ 13,935	23%
Administration	9,142	8,695	447	267,733	330,202	- 62,469	(258,591)	(321,507)	62,916	-24%
EV Chargers	114	375	- 261	1,826	6,525	- 4,699	(1,711)	(6,150)	4,439	-259%
TOTAL ADMINISTRATION	\$ 9,142	\$ 8,695	\$ 447	\$ 267,733	\$ 330,202	-\$ 62,469	-\$ 258,591	-\$ 321,507	\$ 62,916	20%
Fire Services	10,923	10,708	215	39,918	40,733	- 815	(28,996)	(30,025)	1,029	-4%
Emergency Services	-	-	-	9,376	10,292	- 916	(9,376)	(10,292)	916	-10%
Bylaw	3,748	1,525	2,223	20,515	27,886	- 7,371	(16,767)	(26,361)	9,594	-57%
TOTAL PROTECTIVE SERVICES	\$ 14,671	\$ 12,233	\$ 2,438	\$ 69,809	\$ 78,911	-\$ 9,102	-\$ 55,138	-\$ 66,678	\$ 11,540	17%
Municipal Planning	3,655	4,250	- 595	37,321	72,714	- 35,393	(33,666)	(68,464)	34,798	-103%
Economic Development	-	-	-	46,210	56,761	- 10,551	(46,210)	(56,761)	10,551	-23%
Safe Communities	-	60	- 60	-	340	- 340	-	(280)	280	#DIV/0!
TOTAL PLANNING & DEVELOPMENT	\$ 3,655	\$ 4,250	-\$ 595	\$ 83,530	\$ 129,475	-\$ 45,945	-\$ 79,875	-\$ 125,225	\$ 45,350	36%
Public Works - Roads	56	-	56	155,899	250,042	- 94,142	(155,843)	(250,042)	94,198	-60%
Storm Sewer & Drain	-	-	-	24,258	26,090	- 1,832	(24,258)	(26,090)	1,832	-8%
Water	229,049	231,120	- 2,071	205,151	285,988	- 80,837	23,897	(54,868)	78,766	330%
Sewer	152,236	158,488	- 6,251	153,059	209,840	- 56,781	(822)	(51,353)	50,530	-6145%
Garbage	47,705	47,515	191	49,637	69,069	- 19,431	(1,932)	(21,554)	19,622	-1016%
Cemetery	14,300	4,000	10,300	6,260	7,325	- 1,064	8,040	(3,325)	11,364	141%
TOTAL PUBLIC WORKS	\$ 443,347	\$ 441,122	\$ 2,225	\$ 594,264	\$ 848,353	-\$ 254,088	-\$ 150,918	-\$ 407,231	\$ 256,313	63%
FCSS	39,696	24,419	15,278	33,926	61,145	- 27,220	5,771	(36,727)	42,498	736%
TOTAL FCSS	\$ 39,696	\$ 24,419	\$ 15,278	\$ 33,926	\$ 61,145	-\$ 27,220	\$ 5,771	-\$ 36,727	\$ 42,498	116%
Parks	60,888	58,289	2,599	45,620	84,449	- 38,829	15,267	(26,160)	41,428	271%
Arena	186,477	171,069	15,408	154,459	193,414	- 38,956	32,019	(22,345)	54,364	170%
Recreation	197,637	198,009	- 372	37,097	68,576	- 31,479	160,540	102,493	58,047	36%
TOTAL REC & COMMUNITY SERVICE	\$ 445,002	\$ 229,358	\$ 17,636	\$ 237,176	\$ 346,440	-\$ 109,263	\$ 207,826	\$ 53,987	\$ 153,838	285%
Library	-	-	-	61,836	62,672	- 836	(61,836)	(62,672)	836	-1%
TOTAL LIBRARY	\$ -	\$ -	\$ -	\$ 61,836	\$ 62,672	-\$ 836	-\$ 61,836	-\$ 62,672	\$ 836	1%
Total Excl. General Municipal	\$ 955,513	\$ 720,076	\$ 37,428	\$ 1,395,626	\$ 1,918,483	-\$ 522,857	-\$ 440,113	-\$ 1,198,407	\$ 758,294	-172%
Total Incl. General Municipal	\$ 3,446,724	\$ 3,211,380	\$ 37,335	\$ 1,510,508	\$ 2,045,202	-\$ 534,694	\$ 1,936,215	\$ 1,166,178	\$ 770,037	

Variance Report Notes

Reporting Period: up to June 10, 2025

Municipal:

32% of taxes have been collected to date compared to 28% at this time last year.

Protective Services:

Bylaw fines revenues are \$1,223 higher than budgeted and animal licenses revenue is \$1,000 higher than budgeted.

Water & Sewer:

Water sales were under budget by \$2,071.

Bulk water sales were over budget by \$1,602.

Penalties were over budget by \$423.

Sewer sales were under budget by \$6,251.

Revenues in water and sewer fluctuate throughout the year; water and sewer are close to budget.

Bulk water sales can fluctuate based on seasons.

Expenses are currently under budget for water, wastewater, and garbage services.

Economic Development & Planning:

Municipal planning - timing of contracted services invoice entry. Expected to be on budget.

Legal currently under budget.

FCSS & Community Services:

The grant from Edmonton Community Foundation for \$17,000 for our Rooted in Wellness event has been received.

Cemetery:

Plot sales are over budget by \$9,650 and open/close revenue is over budget by \$650.

Recreation, Parks & Arena

The Sturgeon Recreation Funding Grant has been received, a total of \$337,758.

Arena sales are over budget - rental of ice slab for ball hockey has contributed additional unexpected revenue.

Library:

The library grant payment from the Town has been paid in full.

Custom Report

Technician Name: administrator

Location: Traffic Logix

State/Province: AB

Address: 4717 51 ave

Postal Code/ZIP: T0A0K0

City: Bon Accord



Report Period: 2025-05-01 to 2025-06-02

		Total Vehicle Count	Number of Speed Limit Violations	Number of Vehicles Respecting Limit	Number of Vehicles inside Tolerated Range	% of Speed Limit Violations	% of Vehicles Respecting Limit
2025-05-01	00:00:00	601	36	565	0	6	94
2025-05-02	00:00:00	626	40	586	0	6	94
2025-05-03	00:00:00	554	26	528	0	5	95
2025-05-04	00:00:00	550	35	515	0	6	94
2025-05-05	00:00:00	646	^H 54	592	0	8	92
2025-05-06	00:00:00	642	47	595	0	7	93
2025-05-07	00:00:00	622	38	584	0	6	94
2025-05-08	00:00:00	598	40	558	0	7	93
2025-05-09	00:00:00	717	42	675	0	6	94
2025-05-10	00:00:00	561	52	509	0	^H 9	91
2025-05-11	00:00:00	554	38	516	0	7	93
2025-05-12	00:00:00	560	31	529	0	6	94
2025-05-13	00:00:00	614	46	568	0	7	93
2025-05-14	00:00:00	588	34	554	0	6	94
2025-05-15	00:00:00	721	49	672	0	7	93
2025-05-16	00:00:00	569	41	528	0	7	93
2025-05-17	00:00:00	419	21	398	0	5	95
2025-05-18	00:00:00	421	21	400	0	5	95
2025-05-19	00:00:00	405	28	377	0	7	93
2025-05-20	00:00:00	580	34	546	0	6	94
2025-05-21	00:00:00	575	37	538	0	6	94
2025-05-22	00:00:00	653	39	614	0	6	94
2025-05-23	00:00:00	678	39	639	0	6	94
2025-05-24	00:00:00	475	41	434	0	^H 9	91
2025-05-25	00:00:00	449	40	409	0	^H 9	91
2025-05-26	00:00:00	985	27	958	0	3	^H 97
2025-05-27	00:00:00	685	47	638	0	7	93
2025-05-28	00:00:00	599	40	559	0	7	93
2025-05-29	00:00:00	^H 1,283	44	^H 1,239	0	3	^H 97
2025-05-30	00:00:00	625	50	575	0	8	92
2025-05-31	00:00:00	625	37	588	0	6	94
2025-06-01	00:00:00	677	34	643	0	5	95
		SUM: 19,857	SUM: 1,228	SUM: 18,629		AVG: 6	AVG: 94

		<i>% Vehicles in Tolerated Range</i>	<i>Average Vehicle Speed</i>	<i>Maximum Speed</i>	<i>Minimum Speed</i>
2025-05-01	00:00:00	0	27	54	5
2025-05-02	00:00:00	0	27	49	6
2025-05-03	00:00:00	0	26	53	6
2025-05-04	00:00:00	0	26	56	7
2025-05-05	00:00:00	0	27	58	5
2025-05-06	00:00:00	0	27	62	5
2025-05-07	00:00:00	0	27	51	5
2025-05-08	00:00:00	0	27	54	5
2025-05-09	00:00:00	0	27	53	5
2025-05-10	00:00:00	0	^H 29	53	11
2025-05-11	00:00:00	0	27	56	6
2025-05-12	00:00:00	0	28	55	9
2025-05-13	00:00:00	0	28	55	6
2025-05-14	00:00:00	0	27	54	5
2025-05-15	00:00:00	0	26	56	5
2025-05-16	00:00:00	0	27	61	5
2025-05-17	00:00:00	0	27	61	8
2025-05-18	00:00:00	0	27	56	6
2025-05-19	00:00:00	0	27	66	13
2025-05-20	00:00:00	0	27	53	6
2025-05-21	00:00:00	0	27	55	6
2025-05-22	00:00:00	0	28	61	8
2025-05-23	00:00:00	0	27	55	7
2025-05-24	00:00:00	0	28	62	12
2025-05-25	00:00:00	0	^H 29	71	5
2025-05-26	00:00:00	0	23	56	6
2025-05-27	00:00:00	0	28	52	5
2025-05-28	00:00:00	0	28	61	5
2025-05-29	00:00:00	0	24	59	6
2025-05-30	00:00:00	0	28	58	5
2025-05-31	00:00:00	0	26	53	11
2025-06-01	00:00:00	0	23	49	6
			AVG: 27		

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Council Meeting
Meeting Date:	June 17 th , 2025
Presented by:	Jodi Brown, Town Manager
Title:	School Bus Safety Concerns
Agenda Item No.	

BACKGROUND/PROPOSAL

During the May 20th Regular Council Meeting, Council directed administration to forward the school bus concern letter to S.Sgt. Darcy McGunigal and that Mayor Holden arrange a meeting with Minister Dale Nally.

The school bus concern letter was forwarded to S.Sgt. Darcy McGunigal as directed and Mayor Holden met with Minister Nally as directed.

During the June 03rd, Regular Council Meeting, Mayor Holden was directed by Council to bring back information from his meeting with Minister Nally at the June 17, 2025, meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Mayor Holden met with Minister Nally on June 04th, 2025.

Mayor Holden will provide a verbal report.

The proposed letter to school bus operators that was included in the June 03rd, 2025 Regular Council Meeting agenda is attached.

STRATEGIC ALIGNMENT

Value Statement: Professionalism

- Administration and Council embody the responsible planning and management of our resources.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION

THAT Council directs administration to...

Town of Bon Accord Council

May 20, 2025

5025 50 Ave

Bon Accord, AB, T0A 0A9

TO:

Subject: Seeking Feedback on Safety Concerns Regarding Vehicles Stopping for Buses

Dear Transportation Contractors,

I hope this letter finds you well. As part of our ongoing commitment to ensuring the safety of students, bus drivers and the community, we are reaching out to gather feedback on the current safety measures related to vehicles stopping for buses in the Town of Bon Accord.

We are particularly interested in learning about any challenges your drivers have encountered, trends in driver compliance and any suggestions for improving public awareness or enforcement of safety regulations. Your firsthand experience and insights would be invaluable in helping us assess potential improvements to ensure the safety of all road users.

If you could provide any feedback based on your observations and experiences, we would greatly appreciate it. Additionally, if there are any specific concerns that need immediate attention, we are eager to collaborate on potential solutions.

Please feel free to respond via email at CAO@bonaccord.ca or by phone at 780-921-3550. If preferred, we would also be happy to arrange a meeting at your convenience.

Thank you for your time and for your commitment to the safety of our community. We appreciate your cooperation and look forward to your valuable input.

Best regards, Bon Accord Town Council

Mayor Brian Holden

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	June 17 th , 2025
Presented by:	Jodi Brown, Town Manager
Title:	School Bus Stop Sign Extenders Proposal
Agenda Item No.	

BACKGROUND/PROPOSAL

During the June 03rd Regular Council Meeting, Councillor Laing's Motion was to be brought back at the June 17th, 2025, Regular Council Meeting, following Mayor Holden's meeting with Minister Nally.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Councillor Laing's Motion is attached.

STRATEGIC ALIGNMENT

Priority #2 Community

- The residents of Bon Accord live in a safe, connected and attractive community.

COSTS/SOURCES OF FUNDING

NA

RECOMMENDED ACTION (by originator)

THAT Council directs administration to...

Notice of Motion

To direct administration to create a bylaw enforcing school bus operators to have a stop sign extender in operation on any school bus that operates in the town limits of Bon Accord. To increase visibility of school buses that are stopped in town to pick up children.

To also find the problematic bus stop locations in town and to increase traffic visibility to those areas, installing bus stop traffic signs and any other possible measures a municipality can take to increase the visibility and safety of our community.

I would like this to be brought forward to the next council meeting. June 3, 2025

Councilor Lacey Laing

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular or Special Meeting of Council
Meeting Date:	June 17,2025
Presented by:	Terry Doerkson Infrastructure Manager
Title:	Request for Approval: Town Office AC Unit Replacement
Agenda Item No.	

BACKGROUND/PROPOSAL

In late summer of 2024, the air conditioning system for the Town office failed. A contractor was brought in to investigate the problem and determined that the air compressor of the unit had failed and all the freon in the system was lost. A quote to repair this unit last September came in at \$6,804.00 (including GST). Due to the age of the conditioner, it can be expected that other issues will come up that would result in further costs and down time of the unit. So, another quote of \$14,942.29 (including GST) was received for getting a new rooftop unit installed. As for the health, safety, and comfort of the Town staff, Town council, and the public conducting affairs inside of Town office, it is the opinion of administration that a new rooftop conditioner unit be installed on Town office this 2025 summer season.

As this expense was not included in the 2025 budget, administration is seeking Council approval to transfer the necessary funds from reserves.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

To replace with a new compressor, the existing coils will have to be flushed, and the line dryer replaced as a new compressor would require a different kind of freon to be used. A replacement compressor would take about 8 weeks to be delivered. As this fix could have the old conditioner operating again, the next repair is probably not that far off.

The repair cost is roughly ½ of the cost of a new unit. With the new unit will come a warranty period, generally starting from at least 5 years or higher. Acquiring parts for a repair will take a while whereas a new unit is readily available on short order.

The quotes received were from September of 2024 with the pricing being honored for 30 days. These values may not reflect the current costs for the same products.

STRATEGIC ALIGNMENT

Value Statement: Professionalism

- Administration and Council manage the affairs of Bon Accord in a competent, reliable manner, to maintain a safe and prosperous community to work and live.

Value Statement: Stewardship

- Administration and Council embody the responsible planning and management of our resources.

COSTS/SOURCES OF FUNDING

The air conditioning system could be funded from the Facility Infrastructure Reserve, which has a balance of \$58,846.

The purpose of the Facility Infrastructure Reserve is to provide funding for unplanned significant operational building repairs and maintenance and/or funding facility infrastructure capital projects.

A secondary option for funding would be the General Reserve, which has a balance of \$705,170. However, the Facility Infrastructure Reserve is the most reasonable option.

The purpose of the General Reserve is to provide funding for non-recurring/one-time operating expenditures or transfers to capital that will not be built into the base-operating budget in future years.

RECOMMENDED ACTION (by originator)

THAT ...Council approves the installation of a new rooftop air conditioning unit on the Town office to be funded to a maximum of \$18,000 from the Facility Infrastructure Reserve.

Or

THAT...Council approves the repair of the existing rooftop air conditioning unit on the Town office to be funded to a maximum of \$8,000 from the Facility Infrastructure Reserve.

Or

THAT...Council decides otherwise...

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 17th, 2025
Presented by:	Jodi Brown, Town Manager
Title:	Parks and Trails Committee Draft Plans
Agenda Item No.	

BACKGROUND/PROPOSAL

Council established the Parks and Trails Committee on June 18th, 2024.

4.1. The mandate of this Committee is to:

- 4.1.1 Develop a Trails Infrastructure Plan including routes showing connection to existing infrastructure and propose new trail Infrastructure within the Town for Council consideration.
- 4.1.2. Develop a Parks Infrastructure Plan including the addition of future amenities and playground equipment.
- 4.1.3. The Parks and Trails Infrastructure Plans should contemplate user perspective, community connectivity, accessibility and safety of the public accessing parks and trails.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Committee has held three meetings to work on the development of the Parks and Trails Infrastructure plans. The draft plans are enclosed.

The next meeting cannot be scheduled until August due to availability of the Committee members.

Prior to the next meeting in August, Council may consider the following:

Insurance Costs: The addition of a zipline in one of the community parks has been discussed by the Committee. Administration consulted the Town's insurance provider regarding potential costs. Ziplines are considered a higher-risk activity and therefore carry additional insurance premiums—averaging around \$3,900, although this estimate typically applies to larger communities. To obtain a more accurate cost specific to our community, Administration would need to complete a detailed quote request.

The enclosed map of the proposed trail expansion was developed with input from the Committee. The next step is to finalize the trail alignments and determine development phases based on identified priorities.

Council may also consider seeking community-wide input on the proposed plans prior to final review by the Committee and Council, by directing Administration to develop and present a proposed Public Participation Plan for Council approval.

STRATEGIC ALIGNMENT

Value Statement: Collaboration

- Discussion is welcome from all levels of government, neighboring communities, residents and businesses in the Town, the place we call home.

Value Statement: Stewardship

- Administration and Council embody the responsible planning and management of our resources.

Priority Statement: Infrastructure

- The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

COSTS/SOURCES OF FUNDING

The approved plans may be incorporated into annual, 5- and 10-year capital plans as funding is available for each implementation phase.

RECOMMENDED ACTION

THAT Council direct Administration to request an insurance quote for zipline play equipment for Council consideration.

AND/OR

THAT Council direct Administration to develop and present a proposed Public Participation Plan for the draft Parks and Trails Infrastructure Plans.

AND/OR

THAT Council direct Administration to...



Address: Roseglen Park

99903

99902

*Playground
Equipment*

Bench

*Designated
Picnic Area -
Two Tables to
Start*

Bench

Disc Golf Course

**Proposed Plan:
Roseglen Park**



DRAFT



A - 294	G - 123	M - 240	S - 46
B - 492	H - 95	N - 258	T - 60
C - 226	I - 38	O - 104	U - 90
D - 133	J - 232	P - 304	V - 152
E - 106	K - 150	Q - 437	W - 79
F - 108	L - 434	R - 355	X - 279

Approximate cost to supply and install a 4' wide asphalt path

(4 inches deep) is \$90.00/ linear meter.

Does not include base prep.

(All distances are in meters)

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 17 th , 2025
Presented by:	Jodi Brown, Town Manager
Title:	Committee of the Whole Meeting Schedule
Agenda Item No.	

BACKGROUND/PROPOSAL

During the June 03rd, Regular Council Meeting, Council directed administration to send out a doodle poll including administration for new dates and times for the Committee of the Whole meetings with multiple options.

In discussing this direction with the Leadership Team—Thursday morning is the best option for staff.

Thursday morning does not work for one Councillor that must attend a Board Meeting on the 4th Thursday of each month.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2025 municipal election is scheduled for October 20th, 2025.

Therefore, there are only 3 Committee of the Whole Meetings left prior to the fall municipal election (June, August, and September).

Schedule C-1 of the Procedural Bylaw (Section 5 Committee of the Whole Procedures) reads as follows:

5.2. The date and time of any Committee of the Whole meeting may be changed by Resolution of Council as needed.

Recommendation:

Council may set a different date and time for the remaining 3 Committee of the Whole Meetings and direct administration to bring the Procedural Bylaw back to Council for a full review in 2026.

Administration may forward a doodle poll to Council as directed for the June, August and September Committee of the Whole Meetings. However, Thursday mornings would be excluded, and the Town Manager will work with the Leadership Team to accommodate the best options.

Other Option: Council may direct administration to bring the Procedural Bylaw forward at the June Committee of the Whole Meeting. However, any amendments would most likely require a Special Meeting in July to complete the required 3 readings.

STRATEGIC ALIGNMENT

Value Statement: Professionalism

- Administration and Council embody the responsible planning and management of our resources.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION

THAT Council direct Administration to proceed with an sending an electronic poll to Council to set a daytime Committee of the Whole Meeting for the months of June, August and September 2025.

AND/OR

THAT Council directs administration to bring forward the Procedural Bylaw at the June Committee of the Whole Meeting for Council consideration of proposed amendments.

TOWN OF BON ACCORD

Mayor Report – for period May 14 June 10, 2025

- May 15, 2025 Helped out with Stuff a Bus.*
- May 15, 2025 Sturgeon Composite High Strides event. There were several events through the day. Everyone was welcome to come and go during the day. I was able to go back and forth from the Comp to the Stuff a Bus. The day ended with helping to empty the bus at the Foodbank in Gibbons.*
- May 16, 2025 Agenda Committee Meeting.*
- May 16, 2025 Met with the Honourable Michael Cooper, Conservative MP. With the Federal Government changing and moving Constituencies, Mr. Cooper is now our MP. We had some good conversation about his desire to support and advocate for Bon Accord.*
- May 20, 2025 Chaired Regular Meeting of Council.*
- May 24, 2025 Participated in the St. Alberta Rainmaker Parade and BBQ. Always a good time and a time to network with the Mayors of our region. I had the good fortune of having Spiderman as a Guest in my car. The kids absolutely loved it.*
- May 29, 2025 Attended Agenda Committee meeting.*
- June 3, 2025 Chaired Regular Meeting of Council.*
- June 4, 2025 I met with Minister Nally in his Morinville office. We had a discussion regarding School Bus Safety and possible ideas regarding those who think that it is OK to pass school buses when they are stopped with lights flashing and stop sign extended. It would take at least 2 years to have it legislated if successful.*
- June 4, 2025 Attended the Seniors BBQ. Nice turnout and good food. Thank you to Christina and her team for a job well done.*
- June 9, 2025 Attended the Volunteers Tea at BACS. It was quite enjoyable to have the children serve and entertain the volunteers.*

*Brian Holden
Mayor
Town of Bon Accord*

TOWN OF BON ACCORD*Deputy Mayor Report May 13 – June 11, 2025*

<i>May 15, 2025</i>	<i>Attended the RMC Agenda Review meeting. for May 20th RMC.</i>
<i>May 20, 2025</i>	<i>Attended Regular Meeting of Council.</i>
<i>May 21, 2025</i>	<i>Attended. Coffee with a Cop. Very low turnout but had good conversation with the officer.</i>
<i>May 29, 2025</i>	<i>Attended the RMC Agenda Review meeting. for Jun 3rd RMC.</i>
<i>June 03, 2025</i>	<i>Attended Regular Meeting of Council.</i>
<i>June 04, 2025</i>	<i>Attended the Seniors Week Appreciation BBQ. This was great fun and good to see and talk to the many community minded seniors. It was good to see Minister Dale Nally attending.</i>

Note: Kodo to the staff for the Stuff a Bus, looks like it was another great success.

Timothy LARSON
Deputy Mayor
Town of Bon Accord

TOWN OF BON ACCORD
Councillor Report – May 15 – June 10, 2025

- May 20, 2025 Attended the Regular Meeting of Council*
- May 21 – 22 Attended ARROW Utilities Board Workshop. We had 2 very full days of information. The updated Utility Management Plan was presented. The report was done by Stantec and is a comprehensive ten-year plan focussing on replacement priorities. The underground infrastructure in some areas is in very poor shape. Growth in the region is pushing the plant to the limit. Specifically, we are having difficulties reaching nitrogen targets. We looked at different rate scenarios and budget work will begin soon.*
- May 3, 2025 Attended the Regular Meeting of Council.*
- May 4, 2025 Attended the Seniors dinner. Everyone seemed to enjoy the meal and the company. Thank you to those who helped put it on.*
- May 5, 2025 Attended the CAO breakfast hosted by ARROW Utilities. Administration was provided with an overview of the information presented in the workshop – UMP and budget forecast. Presenting this information now is beneficial to the member municipalities for budget planning for 2026.*
- Note: I was absent from Homeland Housing meeting May 22 due to attending the ARROW Utilities workshop.*

Lynn Bidney
Councillor
Town of Bon Accord

TOWN OF BON ACCORD
Councillor Report – May 7 – June 11, 2025

<i>May 20, 2025</i>	<i>Regular Meeting of Council</i>
<i>May 23, 2025</i>	<i>Edmonton Salutes Committee Meeting</i>
<i>June 3, 2025</i>	<i>Regular Meeting of Council.</i>

Note:

Lacey Laing
Councillor
Town of Bon Accord

TOWN OF BON ACCORD
May 14 – June 11

May 20 Attended regular meeting of council.

June 3 Attended regular meeting of council.

June 9 Attended Bon Accord Library Meeting.

Note:

Tanya May
Councillor
Town of Bon Accord