

Town of Bon Accord
AGENDA
Regular Council Meeting
September 1, 2026 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. PROCLAMATIONS**
 - 3.1. Alberta Culture Days (enclosure)
 - 3.2. National Day for Truth and Reconciliation (enclosure)
- 4. ADOPTION OF MINUTES**
 - 4.1. July 22, 2026; Special Council Meeting (enclosure)
 - 4.2. August 18, 2026; Regular Council Meeting (enclosure)
 - 4.3. August 25, 2026; Committee of the Whole Meeting (enclosure)
- 5. DELEGATION**
 - 5.1. 5:05 p.m. – Sgt. Michael Febbraro, Morinville RCMP Detachment – Quarterly Report (enclosure)
- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
- 8. BYLAWS/POLICIES/AGREEMENTS**
 - 8.1. 2026-05 Fire Services Bylaw – 1st Reading (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. CORRESPONDENCE**
 - 10.1. Go East of Edmonton – Request for Letter of Support (enclosure)
- 11. CLOSED SESSION**
- 12. ADJOURNMENT**

PROCLAMATION

ALBERTA CULTURE DAYS September 1 – 30, 2026

WHEREAS 2026 marks the 17th year of the Alberta Culture Days initiative;

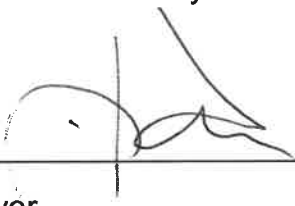
WHEREAS arts and culture are intrinsic components of individual and societal development;

WHEREAS culture arises and flourishes first locally;

WHEREAS Alberta Culture Days aligns with National Culture Days which connects individuals and creators, eliminates barriers, and stimulates understanding, appreciation, and exploration of arts, culture, and heritage so that every individual in the country has a deeper connection with themselves, their community, and Canada;

AND WHEREAS the Town of Bon Accord has shown its commitment to implement projects that affirm both its cultural identity and the active participation of its citizens to continue to enhance the meaning of culture within the municipality.

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim September 1-30th, 2026, as "Alberta Culture Days" in the Town of Bon Accord and encourage all citizens to recognize this month and celebrate arts, culture, community spirit and diversity.



Mayor

Date

PROCLAMATION

NATIONAL DAY FOR TRUTH AND RECONCILIATION September 30, 2026

WHEREAS, the Town of Bon Accord respectfully acknowledges that we are located on Treaty 6 territory, a traditional meeting ground, gathering place and travelling route for diverse Indigenous peoples including the Cree, Saulteaux, Blackfoot, Métis, Dene, and Nakota Sioux whose histories, languages, and cultures continue to influence our vibrant community; and

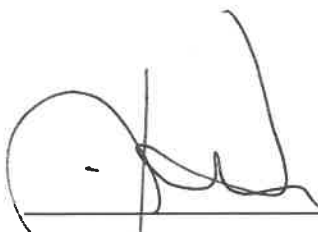
WHEREAS, in June 2021, the Government of Canada passed Bill C-5 to name September 30 as a federal statutory holiday, and;

WHEREAS, the passing of Bill C-5 responds to the Truth and Reconciliation Commission's Call to Action #80, which calls upon the federal government, in collaboration with Indigenous Peoples, "to establish, as a statutory holiday, a National Day for Truth and Reconciliation to honour survivors, their families and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process." and;

WHEREAS, the Town of Bon Accord strives to create long-term, systemic change and new relations based on mutual understanding and respect, and;

WHEREAS, National Day for Truth and Reconciliation is a day of remembrance, and an opportunity for Canadians to acknowledge the intergenerational harm caused by residential schools;

NOW THEREFORE, on behalf of Council, I, Mayor Brian Holden, do hereby proclaim September 30, 2026 as the "National Day for Truth and Reconciliation" in the Town of Bon Accord and encourage all citizens to observe this day.



Mayor Brian Holden



Date

**Town of Bon Accord
Special Meeting of Council Minutes
July 22, 2026, at 2 p.m. in Council Chambers**

**COUNCIL
PRESENT**

Mayor Brian Holden
Deputy Mayor Lynn Bidney
Councillor Cindy Gallant
Councillor Timothy J. Larson
Councillor Tanya May

ADMINISTRATION

Falon Fayant – Acting CAO, Corporate Services Manager
Nicole Paproski – Administration and Community Services Assistant

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 2:00 p.m.

ADOPTION OF AGENDA

COUNCILLOR GALLANT MOVED THAT Council adopt the July 22, 2026, agenda as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-165

DELEGATION

Cemetery Marker Request

NEW BUSINESS

Cemetery Marker Request

DEPUTY MAYOR BIDNEY MOVED THAT Council approve the delegation's request to permit the installation of an upright marker in the original (initial phase) of the Town Cemetery for this specific interment, and FURTHER direct administration to bring forward the Cemetery Bylaw to a future Committee of the Whole meeting for discussion regarding upright markers in the cemetery.

CARRIED UNANIMOUSLY RESOLUTION 26-166

ADJOURNMENT

COUNCILLOR MAY MOVED THAT the July 22, 2026, Special Meeting of Council adjourn at 2:14 p.m.

CARRIED UNANIMOUSLY RESOLUTION 26-167

Mayor Brian Holden

Falon Fayant, Acting CAO

**Town of Bon Accord
Regular Meeting of Council Minutes
August 18, 2026, 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

Mayor Brian Holden
Deputy Mayor Lynn Bidney
Councillor Cindy Gallant
Councillor Timothy J. Larson
Councillor Tanya May – virtual

ADMINISTRATION

Bill Rogers – Chief Administrative Officer
Falon Fayant – Corporate Services Manager
Kyle Miller – Planning & Development Officer
Terry Doerkson – Infrastructure Manager
Jessica Spaidal – Legislative Services & Communications Supervisor

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 9:12 a.m.

ADOPTION OF AGENDA

COUNCILLOR LARSON MOVED THAT Council add the RFD for item 7.1 to the agenda.

CARRIED UNANIMOUSLY RESOLUTION 26-168

COUNCILLOR GALLANT MOVED THAT Council adopt the August 18, 2026, agenda as amended.

CARRIED UNANIMOUSLY RESOLUTION 26-169

ADOPTION OF MINUTES

July 7, 2026; Regular Council Meeting

DEPUTY MAYOR BIDNEY MOVED THAT Council approves the July 7, 2026 Regular Council Meeting minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-170

DEPARTMENTS REPORT

July/August 2026

COUNCILLOR GALLANT MOVED THAT Council accepts the July/August departments report as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-171

Financial Report – Operating, July

DEPUTY MAYOR BIDNEY MOVED THAT Council accepts the July financial operating report as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-172

**Town of Bon Accord
Regular Meeting of Council Minutes
August 18, 2026, 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

Financial Report – Capital, July

COUNCILLOR LARSON MOVED THAT Council accepts the July financial capital report as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-173

June & July Bank Reconciliation

COUNCILLOR GALLANT MOVED THAT Council accepts the June 2026 Bank Reconciliation as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-174

DEPUTY MAYOR BIDNEY MOVED THAT Council accepts the July 2026 Bank Reconciliation as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-175

NEW BUSINESS

Invitation to attend 2026 Alberta Tourism Economic Budget Forum

COUNCILLOR LARSON MOVED THAT Council send Councillor Gallant to the Alberta Tourism Economic Budget Forum and GRIT awards on November 16, 2026.

1 opposed

CARRIED RESOLUTION 26-176

BYLAWS/POLICIES/AGREEMENTS

2026-04 Fees and Charges Bylaw – 2nd and 3rd Readings

COUNCILLOR LARSON MOVED THAT Council gives second reading to 2026-04 Fees and Charges Bylaw as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-177

COUNCILLOR GALLANT MOVED THAT Council gives third and final reading to 2026-04 Fees and Charges Bylaw as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-178

COUNCIL REPORTS

COUNCILLOR GALLANT MOVED THAT Council accepts the reports as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-179

CORRESPONDENCE

National Police Federation – Call to Action: Strengthening Public Safety in Alberta – Polling Results

DEPUTY MAYOR BIDNEY MOVED THAT Council directs administration to forward the town logo to be included on the Call to Action by September 30, 2026.

CARRIED UNANIMOUSLY RESOLUTION 26-180

**Town of Bon Accord
Regular Meeting of Council Minutes
August 18, 2026, 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

Calgary Counselling – National Depression Screening Day: Proclamation Request

DEPUTY MAYOR BIDNEY MOVED THAT Council declines the request for a National Depression Screening Day proclamation.

CARRIED UNANIMOUSLY RESOLUTION 26-181

Municipal Accountability Program Review

DEPUTY MAYOR BIDNEY MOVED THAT Council accepts the letter as information.

CARRIED UNANIMOUSLY RESOLUTION 26-182

Federal & Provincial Town Hall

COUNCILLOR LARSON MOVED THAT Council accepts the invitation as information.

CARRIED UNANIMOUSLY RESOLUTION 26-183

CLOSED SESSION

Basement Rental Agreement – ATIA Section 29 Advice from Officials and ATIA Section 19 Disclosure Harmful to Business Interests of a Third Party

COUNCILLOR LARSON MOVED THAT Council move into closed session to discuss *Basement Rental Agreement – ATIA Section 29 Advice from Officials and ATIA Section 19 Disclosure Harmful to Business Interests of a Third Party* at 9:56 a.m.

CARRIED UNANIMOUSLY RESOLUTION 26-184

DEPUTY MAYOR BIDNEY MOVED THAT Council come out of closed session at 9:59 a.m.

CARRIED UNANIMOUSLY RESOLUTION 26-185

Basement Rental Agreement – ATIA Section 29 Advice from Officials and ATIA Section 19 Disclosure Harmful to Business Interests of a Third Party

DEPUTY MAYOR BIDNEY MOVED THAT Council direct administration to sign the basement rental agreement as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-186

ADJOURNMENT

COUNCILLOR GALLANT MOVED THAT the August 18, 2026, Regular Meeting of Council adjourn at 10:00 a.m.

CARRIED UNANIMOUSLY RESOLUTION 26-187

Mayor Brian Holden

Bill Rogers, Chief Administrative Officer

**Town of Bon Accord
Committee of the Whole Meeting Minutes
August 25, 2026, 4:15 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

Mayor Brian Holden
Deputy Mayor Lynn Bidney – Chair
Councillor Cindy Gallant
Councillor Timothy J. Larson
Councillor Tanya May

ADMINISTRATION

Bill Rogers, Chief Administrative Officer
Falon Fayant, Corporate Services Manager
Jessica Spaidal, Legislative Services and Communications Supervisor

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

DEPUTY MAYOR BIDNEY called the meeting to order at 4:15 p.m.

ADOPTION OF AGENDA

MAYOR HOLDEN MOVED THAT Council adopt the agenda for August 25, 2026, as presented.

CARRIED UNANIMOUSLY RESOLUTION 26-188

BYLAWS | POLICIES | AGREEMENTS

2026-05 Fire Services Bylaw Updates

COUNCILLOR MAY MOVED THAT the Committee direct administration to bring the updated 2026-05 Fire Services Bylaw to an upcoming Regular Council Meeting for first reading.

CARRIED UNANIMOUSLY RESOLUTION 26-189

2025-07 Cemetery Bylaw

COUNCILLOR MAY MOVED THAT the Committee direct administration to bring Bylaw 2025-07 Cemetery Bylaw, reflecting the changes of allowing upright markers throughout the cemetery, to a future regular meeting of Council for first reading.

CARRIED UNANIMOUSLY RESOLUTION 26-190

One-Time Emergency Monetary Support Policy

COUNCILLOR GALLANT MOVED THAT the Committee directs administration to bring back the One-Time Emergency Monetary Support policy for review and revision as discussed.

CARRIED UNANIMOUSLY RESOLUTION 26-191

ADJOURNMENT

**Town of Bon Accord
Committee of the Whole Meeting Minutes
August 25, 2026, 4:15 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

COUNCILLOR MAY MOVED THAT the August 25, 2026, Committee of the Whole Meeting adjourn at 5:00 p.m.

CARRIED UNANIMOUSLY RESOLUTION 26-192

Mayor Holden

Bill Rogers, Chief Administrative Officer

DRAFT



August 19, 2026

Sgt. Michael Febbraro
Operations NCO
Morinville, AB

Dear Mayor Brian Holden,

Please find attached the quarterly Community Policing Report for the period of April 1st to June 30th, 2026. This report provides an overview of human resources, financial information, and crime statistics for the Morinville Detachment and reflects the ongoing priorities identified by the community we serve.

In addition to the information contained in the attached report, the Alberta RCMP is also advancing the rollout of the newly approved black-and-white General Duty vehicle design. This redesign is not simply cosmetic. It reflects a commitment to being a modern, professional, and approachable police service while maintaining a clear connection to the RCMP's history.

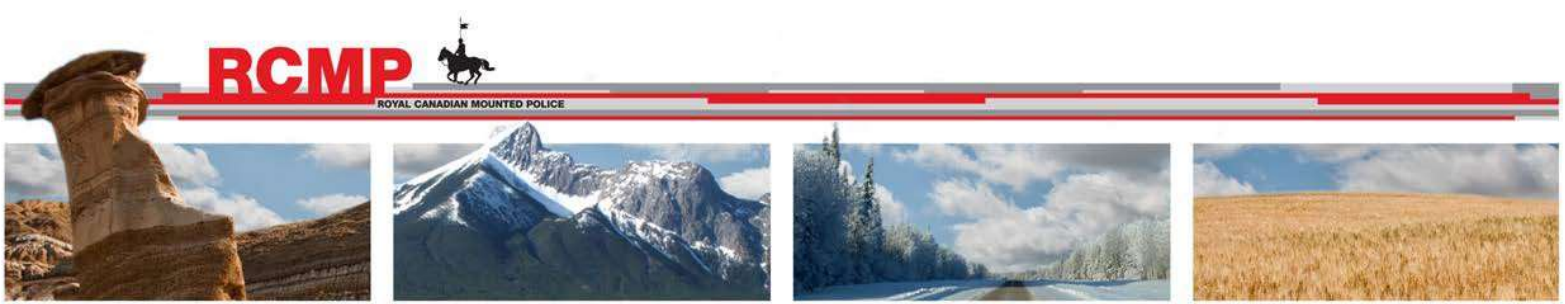
The updated look features white doors on a black base, along with high-visibility, reflective graphics to ensure the vehicles can be easily recognized in all conditions—day or night, in rural or urban settings, and across Alberta's diverse climates. This ensures RCMP vehicles are clearly identifiable as law-enforcement vehicles while remaining visually distinct as the RCMP.

Provinces, territories, and municipalities will be able to include local identifiers based on regional requirements. These variations allow for local flexibility and help demonstrate our connection with the communities we serve, while preserving a consistent, recognizable national RCMP identity.

Given the size and operational demands of the fleet, full conversion to the new design will take place gradually. Vehicles will transition to the new design as part of the natural replacement cycle, allowing older units to be retired without creating unnecessary incremental costs. This phased approach supports fleet consistency and modernization over time.

This modernization effort reflects the RCMP's ongoing commitment to ensuring members have the appropriate tools and training to serve their communities safely and effectively. Investments in equipment such as this are essential to maintaining high standards of policing and adapting to evolving operational demands.

We remain committed to transparency and to keeping our municipal partners informed of significant developments that impact policing services in your community. Should you have any questions or wish to discuss this initiative further, please do not hesitate to reach out.



Sincerely,

Sgt. Michael Febbraro
Operations NCO
Morinville Detachment



Morinville Provincial Detachment

Crime Statistics (Actual)

April - June: 2022 - 2026

All categories contain "Attempted" and/or "Completed"

July 6, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Offences Related to Death		0	2	2	3	0	N/A	-100%	0.1
Robbery		0	4	1	1	1	N/A	0%	-0.1
Sexual Assaults		7	10	6	11	7	0%	-36%	0.1
Other Sexual Offences		4	7	1	4	0	-100%	-100%	-1.1
Assault		50	42	43	59	42	-16%	-29%	0.1
Kidnapping/Hostage/Abduction		0	1	0	1	2	N/A	100%	0.4
Extortion		4	0	1	0	2	-50%	N/A	-0.4
Criminal Harassment		9	15	16	8	18	100%	125%	1.1
Uttering Threats		26	20	32	26	18	-31%	-31%	-1.0
TOTAL PERSONS		100	101	102	113	90	-10%	-20%	-0.8
Break & Enter		28	29	34	30	8	-71%	-73%	-3.9
Theft of Motor Vehicle		33	28	29	24	19	-42%	-21%	-3.2
Theft Over \$5,000		6	5	5	2	4	-33%	100%	-0.7
Theft Under \$5,000		58	53	28	34	23	-60%	-32%	-8.9
Possn Stn Goods		24	27	26	38	20	-17%	-47%	0.3
Fraud		22	28	32	37	41	86%	11%	4.7
Arson		3	1	0	4	0	-100%	-100%	-0.3
Mischief - Damage To Property		53	52	34	42	24	-55%	-43%	-6.8
Mischief - Other		19	40	33	32	23	21%	-28%	0.0
TOTAL PROPERTY		246	263	221	243	162	-34%	-33%	-18.8
Offensive Weapons		6	9	5	11	4	-33%	-64%	-0.2
Disturbing the peace		13	18	17	20	17	31%	-15%	1.0
Fail to Comply & Breaches		23	21	9	32	19	-17%	-41%	0.3
OTHER CRIMINAL CODE		23	19	21	21	6	-74%	-71%	-3.2
TOTAL OTHER CRIMINAL CODE		65	67	52	84	46	-29%	-45%	-2.1
TOTAL CRIMINAL CODE		411	431	375	440	298	-27%	-32%	-21.7



Morinville Provincial Detachment

Crime Statistics (Actual)

April - June: 2022 - 2026

All categories contain "Attempted" and/or "Completed"

July 6, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	1	0	2	2	100%	0%	0.3
Drug Enforcement - Trafficking		1	1	3	4	2	100%	-50%	0.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		2	2	3	6	4	100%	-33%	0.8
Cannabis Enforcement		0	1	1	0	0	N/A	N/A	-0.1
Federal - General		21	21	23	10	14	-33%	40%	-2.5
TOTAL FEDERAL		23	24	27	16	18	-22%	13%	-1.8
Liquor Act		6	5	7	17	9	50%	-47%	1.8
Cannabis Act		1	2	0	3	2	100%	-33%	0.3
Mental Health Act		47	38	27	39	47	0%	21%	0.1
Other Provincial Stats		69	58	75	102	69	0%	-32%	4.4
Total Provincial Stats		123	103	109	161	127	3%	-21%	6.6
Municipal By-laws Traffic		0	3	3	3	5	N/A	67%	1.0
Municipal By-laws		13	12	17	24	31	138%	29%	4.8
Total Municipal		13	15	20	27	36	177%	33%	5.8
Fatals		1	0	3	2	1	0%	-50%	0.2
Injury MVC		13	14	8	21	18	38%	-14%	1.7
Property Damage MVC (Reportable)		69	51	52	53	40	-42%	-25%	-5.6
Property Damage MVC (Non Reportable)		12	10	16	10	10	-17%	0%	-0.4
TOTAL MVC		95	75	79	86	69	-27%	-20%	-4.1
Roadside Suspension - Alcohol (Prov)		5	9	14	16	10	100%	-38%	1.7
Roadside Suspension - Drugs (Prov)		2	1	1	0	0	-100%	N/A	-0.5
Total Provincial Traffic		567	503	692	770	451	-20%	-41%	3.5
Other Traffic		2	2	50	0	1	-50%	N/A	-0.4
Criminal Code Traffic		23	15	31	23	9	-61%	-61%	-2.0
Common Police Activities									
False Alarms		27	18	22	26	26	-4%	0%	0.6
False/Abandoned 911 Call and 911 Act		2	3	10	19	40	1900%	111%	9.2
Suspicious Person/Vehicle/Property		105	139	159	120	92	-12%	-23%	-4.5
Persons Reported Missing		19	12	12	14	12	-37%	-14%	-1.2
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		47	50	73	58	62	32%	7%	3.8
Form 10 (MHA) (Reported)		5	1	1	5	1	-80%	-80%	-0.4

ROYAL CANADIAN MOUNTED POLICE

Morinville Detachment

Quarterly Report

Q1 • April 1 – June 30

PRESENTED BY

Sgt. M. Febbraro

Acting Detachment Commander, Morinville R.C.M.P.

PRESENTED TO

**Town of Bon Accord
Council**

Briefing Overview

FOR COUNCIL

This report provides Town of Bon Accord Council with an update on the operations of the Morinville RCMP Detachment for the first quarter of the 2026/27 fiscal year. File figures in this report cover Bon Accord addresses only.

QUARTER AT A GLANCE

58

Police files at Bon Accord addresses (Q1)

40

Detachment personnel

32%

Reduction in total Criminal Code (YoY Q1)

33%

Reduction in property offences (YoY Q1)

Communities Served

The Morinville R.C.M.P. Detachment provides 24-hour policing services to the following municipalities and communities:

Town of Morinville

Sturgeon County

Alexander First Nation

Town of Bon Accord

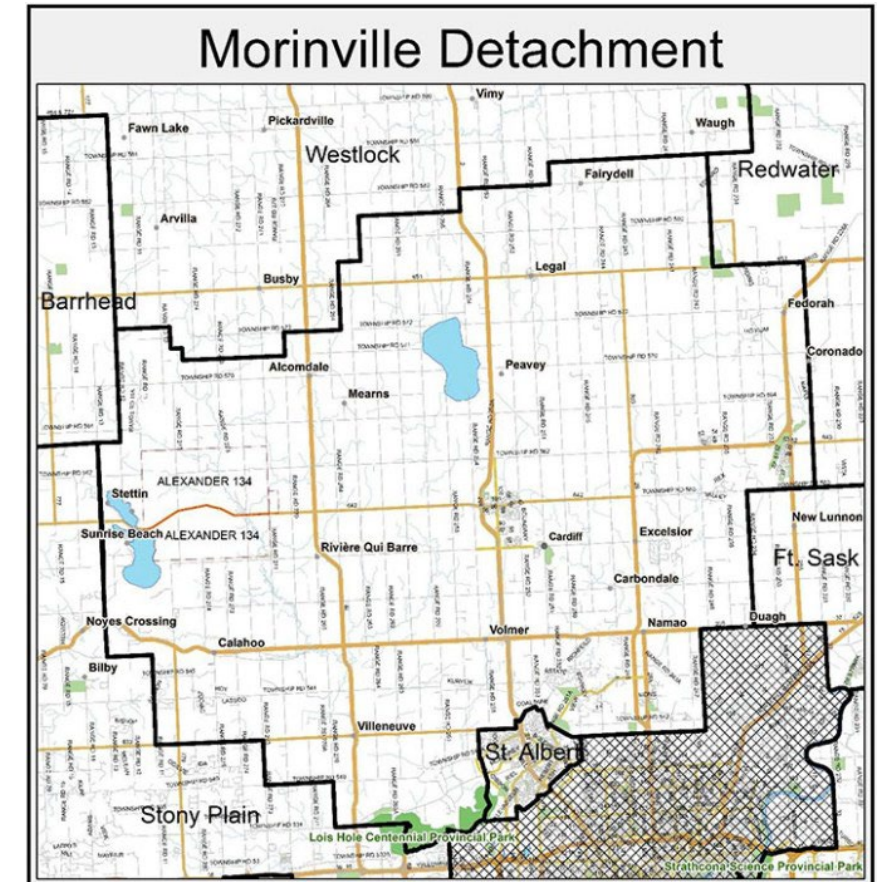
Town of Gibbons

Town of Legal

24/7

Continuous Policing Coverage

All six jurisdictions receive 24-hour dispatch and response from the Morinville Detachment, supported by partner agencies and specialized units.



Detachment Personnel

TOTAL PERSONNEL

40

Sworn members, support staff, and town employees comprising the Morinville Detachment.

Personnel Breakdown

1	Staff Sergeant (Vacant)
1	Sergeant
5	Corporals
19	Constables, incl. School Resource Officer
4	Public Service Employees
4	Town of Morinville — Full Time
5	Town of Morinville — Casual
1	Reservist Constable

2026 / 27 ANNUAL FOCUS

Policing Priorities

Four strategic priorities guide the Detachment's focus this fiscal year.

01

Crime Reduction

Reduce auto theft, break & enter, domestic assault, and assaults committed by youths.

02

Traffic Safety

Reduce collisions resulting in injuries and fatalities.

03

Police Visibility

Increase visible police presence and positive community contact.

04

First Nations Policing

Reduce overall crime on Alexander First Nation.

■ PRIORITY 01

Crime Reduction

OBJECTIVE

Reduction in auto thefts, break and enter, domestic assault, and assaults committed by youths.

Initiatives

- 1 Targeted GIS Investigations**
Ongoing targeted investigations into property crime, notable break-ins and vehicle thefts across the detachment area.
- 2 Prolific Offender Management**
Documented offender checks with priority on property crime offenders. Annual target: 12 checks.
- 3 Partner and School Engagement**
Work with Family and Community Services, the Jessica Martel Foundation and local schools on domestic violence and youth persons crime.

Q1 PROGRESS

Sturgeon County area • Apr 1 – Jun 30

73%

Reduction in vehicle thefts

21%

Reduction in break and enters

(Year-over-year, Q1)

 PRIORITY 02

Traffic Safety

OBJECTIVE

Reduction of collisions resulting in injuries and fatalities.

Initiatives

01

Joint Traffic Projects

Quarterly projects with Alberta Sheriffs, Municipal Enforcement and Military Police.
Annual target: 4.

02

Public Safe-Driving Messaging

Monthly traffic priorities, with at minimum one public bulletin issued each quarter.

03

Q1 Result — Enforcement

Two joint traffic projects completed with county and municipal enforcement, targeting speeding and distracted driving.

04

Q1 Result — Messaging

Two RAVE bulletins issued: summer child road safety, and graduation safety for the Town of Morinville.

Police Visibility in Action

HIGHLIGHT

107

Positive Tickets

Handed out this quarter to recognize positive behaviour in our community.

Active Programs & Events

- 1 Coffee with a Cop**
Sessions held at Calahoo Hall and Namao Hall during the quarter.
- 2 Municipal Council Updates**
Policing updates delivered to Sturgeon County, Gibbons, Bon Accord and Legal councils.
- 3 RAVE Program**
Weekly activity summaries, incident notifications, and monthly updates to municipalities.
- 4 Sturgeon Rural Crime Watch**
Detachment attendance at the Crime Watch board meeting in May.
- 5 Positive Ticketing Program**
107 tickets issued this quarter. Annual target: 240 for the year.

Safe Communities Collaboration

OBJECTIVE

Joint work with the Sturgeon County Safe Communities Facilitator to align policing and community safety priorities.

Ongoing Activity

01

Touchpoint Meetings

Regular touchpoint meetings with the Safe Communities Facilitator to align priorities and share emerging issues.

03

Coffee with a Cop

Sessions hosted jointly across County communities, including Calahoo Hall and Namao Hall.

05

Rural Crime Watch

Monthly meetings with Sturgeon County Rural Crime Watch, including detachment attendance at the board.

02

Monthly Huddle Meetings

Monthly huddles with the Facilitator and partner agencies to coordinate the response to local concerns.

04

P.A.R.T.Y. Program

Prevent Alcohol and Risk-Related Trauma in Youth program delivered in April.

06

Q1 Activity

[TBC] touchpoint meetings, [TBC] monthly huddles and two Coffee with a Cop sessions held this quarter.

First Nations Policing

OBJECTIVE

Reduction in overall crime on Alexander First Nation.

Initiatives

Long-Term Proactive Investigations

GIS to carry at least one long-term targeted investigation, informed by recent criminal activity, Crime Stoppers tips and input from the First Nation.

Regular Communications

Weekly and monthly updates to a designated Alexander First Nation representative, at their request.

Q1 Progress



Long-Term Investigation Concluded

Search warrant executed and charges laid on a residence flagged by the community.



Monthly Updates Delivered

Provided to Alexander First Nation throughout the quarter.



Weekly Updates — Q2 Action

Lapsed during Q1; to be re-established in the coming quarter.

Town of Bon Accord — Crime Statistics

OFFENCE	Q1 2026/27	Q1 2025/26	CHANGE	YoY	SHARE
	(Apr 1 – Jun 30, 2026)	(Apr 1 – Jun 30, 2025)	files	vs. 2025	of Q1 files
Total Criminal Code	19	36	– 17	▼ 47%	32%
Persons Offences	9	10	– 1	▼ 10%	15%
Property Offences	9	17	– 8	▼ 47%	15%
Theft of Motor Vehicle	1	1	–	no change	2%
Break & Enter	0	2	– 2	▼ 100%	0%
Fraud	4	4	–	no change	7%
Mental Health & Wellbeing	6	10	– 4	▼ 40%	10%
Traffic & Collisions	9	8	+ 1	▲ 13%	15%

60 files at Town of Bon Accord addresses this quarter — all 60 concluded, none still open (100% concluded), against 91 files a year ago. Counts derived from the Morinville Detachment Q1 occurrence pulls for the Town of Bon Accord. RCMP Crime Statistics (Actual) is produced at detachment level and has no town-level split, so no five-year comparison is available for Bon Accord.

Q1 Trend Drivers

Context for the categories behind the 34% reduction in Bon Accord files, and the two areas showing year-over-year increases.

PROPERTY CRIME

– 47%

Q1 · 9 vs. 17

- No break and enters recorded in Bon Accord this quarter, against two a year ago.
- No possession-of-stolen-property files, against four last year.
- Mischief and theft files also down across the quarter.

MENTAL HEALTH & WELLBEING

– 40%

Q1 · 6 vs. 10

- Two Mental Health Act files, two wellbeing checks and two sudden deaths.
- Down from seven Mental Health Act files and two missing persons a year ago.
- No PACT or mobile crisis team operates in the response area.

TRAFFIC & BYLAWS

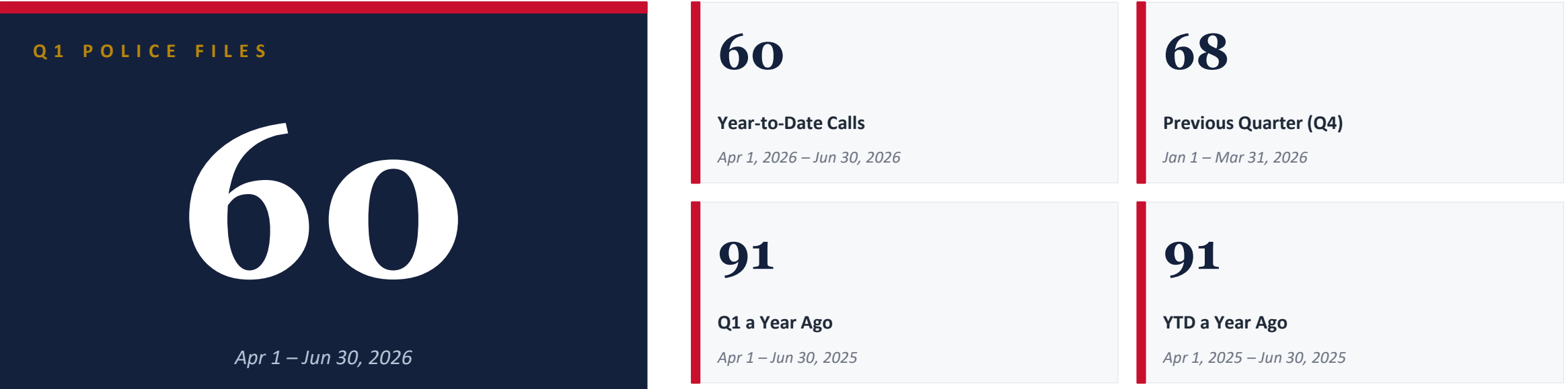
+2

Q1 · 14 vs. 12

- The only two categories up year over year — nine traffic files and five bylaw files.
- Bylaw volume is noise, nuisance and property standards complaints.
- Worth a joint review with the Town on the appropriate response model.

COUNCIL CONTEXT Bon Accord files are down 34% year over year — 60 against 91 — the largest reduction of any community the Detachment serves this quarter. Criminal Code offences fell 47% and property offences 47%, with no break and enters recorded all quarter. Across the wider Morinville provincial detachment area, total Criminal Code fell 32%.

Town of Bon Accord — Calls for Service



Selected Q1 Files

APR 05**Investment Fraud — \$32,000 Loss**

A Bon Accord resident reported losing \$32,000 to a fraudulent cryptocurrency offering, then paying a further \$6,000 to a second company that promised to recover the funds. No suspect could be identified and the complainant declined to proceed. Referred to the Canadian Anti-Fraud Centre.

APR 17**Child Welfare Report — Firearms Check**

A Bon Accord school principal reported a student disclosure that a firearm was stored unsecured at a relative's home. Members attended the residence the same day and confirmed no firearms were present. Children's Services and the school were updated.

MAY 12**Domestic Assault With a Weapon — Charges Laid**

Members responded to a domestic dispute at a Bon Accord residence where the complainant was struck in the face with an object, causing minor injury. An arrest was made at scene and the accused released on an Undertaking. Victim Services accepted; the charge was subsequently withdrawn at court.

MAY 31**Theft of Motorcycle — Recovered Same Day**

A motorcycle was reported stolen overnight from a Bon Accord address. It was recovered later the same day by Fort Saskatchewan RCMP following a flight from police in that jurisdiction, with minor damage. No suspect was identified; the owner was updated.

Selected Q1 Files (continued)

APR 29	Sudden Death — Coroner’s Act Members assisted EMS with a sudden death at a Bon Accord residence. The death was determined to be non-criminal, the Medical Examiner ordered an autopsy and arranged transport, and next of kin present at scene were notified. Victim Services engaged. File concluded.
MAY 18	Mental Health Act — Crisis Response A family member reported that a Bon Accord resident was suicidal and had access to a means of self-harm. Members attended, spoke with the person and arranged transport to hospital with a family member. No PACT or mobile crisis team operates in the response area.
JUN 12	Telephone Fraud Attempt — No Loss A resident reported repeated calls from a person claiming to represent a telecommunications provider. Members provided prevention advice on securing the account and replacing the SIM, and referred the matter to the Canadian Anti-Fraud Centre. No money or property was exchanged.
JUN 28	Licence Plate Theft — Bon Accord A resident reported that the licence plate had been removed from a vehicle parked at a Bon Accord address and replaced with a different plate. A replacement plate was arranged through registries and the substituted plate was flagged. No suspect was identified.

Looking Ahead — Q2 Focus

Actions carrying forward into the second quarter of 2026/27:

01

**Safe Communities
Partnership**

02

Rural Property Crime

03

**Third Joint Traffic
Project**

04

**Fraud Awareness
Campaign**

05

**Prolific Offender
Checks**

06

Positive Ticketing

07

**Highway 28 Traffic
Safety**

08

**Mental Health
Demand**

MORINVILLE RCMP DETACHMENT

Thank You

Questions & discussion welcome.

Sgt. M. Febbraro • Acting Detachment Commander

Royal Canadian Mounted Police • Morinville Detachment

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 1, 2026
Presented by:	Jessica Spaidal, Legislative Services & Communications Supervisor
Title:	2026-05 Fire Services Bylaw – 1st Reading
Agenda Item No.	8.1

BACKGROUND/PROPOSAL

The Fire Services Bylaw was last updated in 2022 and recent review indicated that updates were required.

The updated bylaw was drafted to include feedback from Bon Accord's Fire Chief, Chad Moore. Updates to the bylaw are shown in the attached document and explained further below.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Key updates to the Fire Services Bylaw include:

- Replaced reference to "Fire Advisory" to "Fire Restriction". This was a recommended change from Chief Moore, as an Advisory is intended to be used as warning while a Restriction is used when the risk of fire increases. Therefore, the increased restrictions would be more suitable to a "Fire Restriction" than a "Fire Advisory".
- Re-added the definition of "Portable Appliance" which was removed from the bylaw when it was updated in 2022. In the current bylaw, the definition of "Recreational Fire" in section 2(ee) only includes "Approved Fire Pit" and does not include "Portable Appliance". This becomes a concern in section 13(5), as the current bylaw reads that a Recreational Fire in an Approved Fire Pit does not require a Fire Permit, implying that any other type of fire (like one in a Portable Appliance) does require a Fire Permit. Essentially, the current bylaw requires that anything that is not a fire pit (BBQs, smokers, etc.) requires a Fire Permit. The updated version of the bylaw clarifies that a Fire Permit is not required for Portable Appliances.
- Re-added cemetery burial burning to the list of exempted types of burning in section 13(6)(c) that was removed when the bylaw was updated in 2022.
- Grammatical updates as required.

Administration sought feedback on the bylaw at the August 25, 2026, Committee of the Whole Meeting where the Committee recommended bringing this bylaw forward to an upcoming Regular Council Meeting for first reading.

STRATEGIC ALIGNMENT

Value Statement of:

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.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION

THAT Council gives 2026-05 Fire Services Bylaw first reading, as presented.

TOWN OF BON ACCORD
BYLAW No. 2022-11-2026-05
FIRE SERVICES BYLAW

BEING A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND OPERATING FIRE SERVICES, PROVIDING A PERMITTING SYSTEM FOR FIRES AND FIREWORKS, AND AUTHORIZING THE RECOVERY OF FEES, EXPENSES AND CHARGES

WHEREAS, the *Municipal Government Act* provides that a council may pass bylaws respecting:

- a) the safety, health and welfare of people and the protection of people and property;
- b) services provided by or on behalf of the Town; and
- c) the enforcement of bylaws;

AND WHEREAS, the *Municipal Government Act* further provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires;

AND WHEREAS, the *National Fire Code – 2019 Alberta Edition* contemplates that municipalities will regulate the use, sale and storage of fireworks within their jurisdiction;

AND WHEREAS, the Town of Bon Accord wishes to provide for the prevention and control of fires within its boundaries;

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

PART I – INTERPRETATION AND DEFINITIONS

Bylaw Title

- 1** This Bylaw may be cited as the “**Fire Services Bylaw**”.

Definitions

- 2** In this Bylaw:

- (a) “**Agreement**” means the Fire Services Agreement entered into between the Town and Sturgeon County respecting the provision of Fire Protection within the boundaries of the Town by Sturgeon County;
- (b) “**Apparatus**” means any vehicle provided with machinery, devices, Equipment or materials for firefighting operated by or for Fire Services whether that vehicle operates on land, in the air, or on the water;
- (c) “**Approved Fire Pit**” means an outdoor receptacle that meets the following specifications:

TOWN OF BON ACCORD
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FIRE SERVICES BYLAW

- (i) is fully enclosed on all sides and constructed entirely from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Fire Chief;
 - (ii) height does not exceed sixty (60) centimeters when measured from the surrounding grade to the top of the pit covering;
 - (iii) opening does not exceed one (1) metre in width or in diameter when measured between the widest points or outside edges;
 - (iv) is set upon or built into the bare ground or on a non-combustible material such as brick, stone or concrete;
 - (v) is not located over any underground utilities;
 - (vi) is a minimum of one (1) meter laterally and five (5) meters vertically from any aboveground wires;
 - (vii) when measured from the nearest edge must be a minimum of four (4) meters from any part of the residence including overhang;
 - (viii) when measured from the nearest edge must be a minimum of three (3) meters from any property line, out buildings, or combustible materials such as fences or trees;
 - (ix) when in operation, shall have a spark arrester screen with maximum openings of ½ inch and
 - (x) as may otherwise be determined by the Fire Chief having regard to health, safety, hazards and risks.
 - (xi) If there is no place on the property where a fire pit may be located using the above specifications, a variance may be applied for, if in the opinion of the Fire Chief or his designate, such safeguards and precautions are in place and that the fire pit will be used safely, a variance may be granted by the Fire Chief or his designate with the person or persons requesting the variance.
- (d) **“Burnable Debris”** has the same meaning given to it in the *Substance Release Regulation*, and includes all combustible waste other than the Prohibited Debris as well as cardboard and paper products;
- (e) **“Burning Barrel Fire”** means a fire confined to an outdoor receptacle that meets the following specifications:
- (i) non-combustible structure or container that has draft holes no larger than five (5) millimeters in diameter;

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FIRE SERVICES BYLAW

- (ii) equipped with a heavy gauge metal screen to contain sparks over the fire at all times, with a mesh size not greater than sixteen (16) millimeters secured in place with latches or weights;
- (iii) which is lit for the purpose of burning household refuse or other Burnable Debris; and
- (iv) is not located over underground utility services or below aboveground wires;
- (f) **"Burning Hazard"** means an actual or potential occurrence of fire or other combustion of organic or inorganic material that could endanger human life or property or damage property;
- (g) **"Chief Administrative Officer"** means the individual appointed as the chief administrative officer of the Town by resolution of Council in accordance with *Municipal Government Act*, or their delegate;
- (h) **"Council"** means the duly elected council of the Town;
- (i) **"Dangerous Goods"** means any material or substance that may constitute an immediate or long-term adverse effect to life, health, Property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage, or transportation environment and shall include those products, substances, and organisms that are covered by the Transportation of Dangerous Goods Regulations;
- (j) **"Equipment"** means any tools, devices or materials used by Fire Services to combat an Incident or other emergency;
- (k) **"False Alarm"** means any notification, by whatever means received, to Fire Services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to Persons or Property, wherein such condition, circumstance, fire or other event does not, in fact, exist;
- (l) **"Fire ~~Advisory~~Restriction"** means an order issued pursuant to this Bylaw for the purpose of fire prevention and cessation of all Fire Permits and Fireworks Permits for the duration of the ~~advisory~~restriction;
- (m) **"Fire Ban"** means any fire ban, whether municipally or provincially declared, that prohibits fires in all or part of the Town;
- (n) **"Fire Chief"** means the individual appointed by Sturgeon County as fire chief for the Town, in accordance with the Agreement, or their delegate;
- (o) **"Fire Permit"** means a permit issued by the Fire Chief, authorizing the setting of a specific type of fire;

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- (p) **"Fire Protection"** includes any of the services enumerated in section 7 of this Bylaw and includes any other services delivered by or for Fire Services that is authorized by Council;
- (q) **"Fire Protection Charges"** means all rates, fees, and charges payable for, or in connection with, Fire Services in providing fire protection within the Town;
- (r) **"Fire Services"** means the fire department established and organized by Sturgeon County to provide Fire Protection within the boundaries of the Town, in accordance with the Agreement, and shall include all Members and Fire Services Property;
- (s) **"Fireworks"** means the pyrotechnics classified as fireworks pursuant to the *Explosives Act* and its Regulations, including consumer fireworks, display fireworks and special effect pyrotechnics, but does not include firecrackers or explosive devices;
- (t) **"Fireworks Permit"** means a permit, issued by the Fire Chief, authorizing the possession, handling, discharge, firing or setting off of Fireworks in the Town;
- (u) **"Incident"** includes a fire or any situation where a fire or explosion is imminent or any other emergency where there is a danger or possible danger to life or Property;
- (v) **"Member"** means any Person who is duly appointed as a member of Fire Services;
- (w) **"Member in Charge"** means the Fire Chief, or in the absence of the Fire Chief, the highest ranking Member who first arrives at the scene of an Incident;
- (x) **"Occupant"** means any Person that is in possession, control or occupation of Property;
- (y) **"Owner"** means any Person listed on title as the registered owner of Property at the Land Titles Office;
- (z) **"Peace Officer"** has the same meaning given to it in the *Provincial Offences Procedures Act*;

(aa) **"Person"** includes any individual, firm, partnership or body corporate;

~~(aa)~~(bb) **"Portable Appliance"** means any outdoor appliance sold or constructed for the purpose of cooking food, obtaining warmth or viewing for pleasure and is easily moveable, including but not limited to barbeques, smokers, and above-ground fireplaces;

~~(bb)~~(cc) **"Prohibited Debris"** has the same meaning given to it in the *Substance Release Regulation*; including any combustible waste that when burned may result in the release to the atmosphere of dense smoke, offensive odors, or toxic substances (such as but not limited to animal manure, non-wooden material, waste material from construction sites, excluding wooden materials that do not contain wood preservatives.

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FIRE SERVICES BYLAW

~~(ee)~~(dd) **“Property”** means any real or personal property;

~~(dd)~~(ee) **“Recreational Fire”** means a fire confined within an Approved Fire Pit ~~or~~ Portable Appliance, which is lit for the purpose of cooking, obtaining warmth or viewing for pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane;

~~(ee)~~(ff) **“Residential or Commercial Districts”** means the residential and commercial districts as designated in the Town’s Land Use Bylaw and its associated maps;

~~(ff)~~(gg) **“Smudge Fire”** means a fire confined to a non-combustible structure or container which is lit for the purpose of protecting livestock from insects or for protecting garden plants from frost and is fueled solely by dry wood or charcoal;

~~(gg)~~(hh) **“Town”** means the Town of Bon Accord;

~~(hh)~~(ii) **“Violation Ticket”** has the same meaning given to it in the *Provincial Offences Procedure Act*.

Rules of Interpretation

- 3 The headings in this Bylaw are for guidance purposes and convenience only.
- 4 Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 5 In this Bylaw, a citation of or reference to any act or regulation of the Province of Alberta or of Canada, or of any other bylaw of the Town, is a citation of or reference to that act, regulation, or bylaw as amended, whether amended before or after the commencement of the act, regulation or bylaw in which the citation or reference occurs.
- 6 Nothing in this Bylaw relieves a Person from complying with any provision of any provincial or federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or licence.

PART II – FIRE SERVICES

Establishment and Purpose of Fire Services

7

- (1) Council authorizes Sturgeon County to provide Fire Protection for and on behalf of the Town for the purpose of:
 - (a) preventing and extinguishing fires;
 - (b) investigating the origin, cause and circumstances of fires;

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FIRE SERVICES BYLAW

- (c) preserving life and Property and protecting Persons and Property from injury or destruction by fire;
- (d) preventing, combating, responding to, and controlling Incidents;
- (e) carrying out preventable controls;
- (f) providing rescue services for motor vehicle collisions, not including water or ice rescue;
- (g) conducting pre-fire planning and fire inspections;
- (h) providing public education and information regarding fire safety; and
- (i) providing any other emergency response as may be authorized by the Town's policy or applicable legislation,

in accordance with the requirements of this Bylaw and the terms and conditions of the Agreement.

Authority and Responsibility of Fire Chief

8

- (1) The Fire Chief shall be responsible for managing the overall delivery of Fire Protection by Fire Services, subject to:
 - (a) this Bylaw;
 - (b) all applicable Town policies, guidelines and directives;
 - (c) the Agreement.
- (2) The Fire Chief is authorized to delegate, to a Member, any powers, duties or function of the Fire Chief under this Bylaw.

Authority and Responsibility of Members

- 9** Members are responsible to the Fire Chief for the performance of their duties pursuant to this Bylaw and applicable policies of the Town.

Authority and Responsibility of Member in Charge

- 10** The Member in Charge at an Incident shall have control, direction and management of all Apparatus, Equipment and manpower assigned to that Incident and shall continue to act as the Member in Charge until relieved by another Member authorized to do so.

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- (1) The Member in Charge shall take action as deemed necessary for preserving life and Property and protecting Persons and Property from injury or destruction by fire or other emergency and is authorized to:
- (a) enter, pass through or over buildings, structures or Property whether adjacent or in proximity to an Incident and to cause Members, Apparatus or Equipment to enter or pass through or over the building, structure or Property without permission;
 - (b) establish boundaries or limits and keep Persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Member in Charge;
 - (c) request Peace Officers to enforce restrictions on Persons entering within the boundaries or limits outlined in subsection (b);
 - (d) cause a building, structure or thing to be pulled down, demolished or otherwise removed;
 - (e) secure Town manpower and Equipment which is considered necessary to deal with an Incident;
 - (f) secure or commandeer privately owned Equipment which is considered necessary to deal with an Incident and authorize payment for use of the Equipment;
 - (g) require any adult Person who is not a Member, to assist in:
 - (i) extinguishing a fire or preventing the spread thereof;
 - (ii) removing furniture, goods and merchandise from any building or structure on fire or in danger thereof and in guarding and securing same; and
 - (iii) demolishing a building or structure at or near the fire or other Incident.

PART III – OBSTRUCTION

Prohibitions

12

- (1) No person shall place or cause to be placed, any matter or thing so as to obstruct or interfere with the operation or use of any fire hydrant, the Fire Services water inlet or outlet connections on buildings, fire alarm controls, manual alarm stations, or any fire detection device or Equipment.
- (2) No Person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire hydrants, cisterns, or bodies of water designated for firefighting purposes.

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FIRE SERVICES BYLAW

PART IV – FIRES AND FIRE PERMITS

Permitted and Prohibited Fires

13

- (1) No Person shall burn or cause to be burned any Prohibited Debris.
- (2) No Person shall light or cause to be lit, or otherwise allow or permit, any outdoor fire upon land they are the Owner or Occupant, unless the Person holds a valid and subsisting Fire Permit, or the fire is exempt from the requirement for a Fire Permit under this Bylaw.
- (3) No Person shall light or cause to be lit, or otherwise allow or permit, a Burning Barrel Fire or Smudge Fire upon land Owned or Occupied by them or otherwise under their control within Residential or Commercial Districts of the Town.
- (4) No Person shall light or cause to be lit, or otherwise allow or permit, any fire upon land Owned or Occupied by them or otherwise under their control within Residential or Commercial Districts of the Town unless a fire pit inspection has been conducted and approved by the Fire Chief.
- (5) A Fire Permit is not required for a Recreational Fire in a Portable Appliance or an Approved Fire Pit provided that:
 - (a) the fire is kept under control and supervised at all times by a responsible adult until such time that the fire has been completely extinguished; and
 - (b) flame height does not exceed ninety (90) centimeters above the structure or container.
- (6) This Bylaw does not apply to:
 - (a) an outdoor fire lit by Fire Services for training or preventive control purposes; ~~or~~
 - (b) a fire confined to an incinerator regulated under the *Environmental Protection and Enhancement Act*; ~~or-~~
 - ~~(b)~~(c) fires ignited and being used in the process of ground thawing by Town staff for cemetery burials.

Fire Permits

14

- (1) Fire Permits are required throughout the entire year.
- (2) An application for a Fire Permit shall be made on the form approved by the Chief Administrative Officer, as may be amended from time to time.
- (3) A Fire Permit shall only be valid for the time period expressly indicated on the Fire Permit, as determined by the Fire Chief issuing the permit, in their sole discretion, having regard

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for the nature and purpose of the fire, and prevailing circumstances and environmental conditions.

(4) The Fire Chief, Chief Administrative Officer, a Member, or a Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fire Permit at any time. Upon receiving notification of termination, suspension or cancellation of the Fire Permit, the Fire Permit holder shall immediately extinguish any fire set pursuant to the Fire Permit.

(5) A Fire Permit is not transferrable.

Permit Holder Responsibilities

15

(1) Every Person who sets a fire under authority of a Fire Permit shall:

- (a) comply with any terms or conditions of the permit;
- (b) keep the permit at the site of the fire;
- (c) produce the permit to the Chief Administrative Officer, Fire Chief, a Member, or a Peace Officer, upon request;
- (d) have a responsible adult in attendance at the fire at all times under the conditions as listed in the Fire Permit;
- (e) keep the fire under control;
- (f) not allow smoke or sparks to drift or otherwise create a nuisance or hazard to neighboring Property, Persons, or roadways;
- (g) completely extinguish the fire before expiration of the permit or upon cancellation of the permit; and
- (h) be responsible for any costs incurred by Fire Services when called upon to extinguish such fire if, in the opinion of the Fire Chief, as the case may be, the fire is a hazard to Persons or Property.

PART V – FIREWORKS

Fireworks and Firecrackers

16

- (1) No Person shall sell or purchase Fireworks within the Town.
- (2) No Person shall have in their possession, sell, offer for sale, give away or otherwise distribute, discharge, fire or set off firecrackers within the Town.
- (3) No Person shall possess, handle, discharge, fire or set off Fireworks within the Town unless they hold a valid and subsisting Fireworks Permit.

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- (4) A Fireworks Permit may only be issued to an authorized community organization for events sponsored or co-sponsored by the Town.
- (5)
- (a) An application for a Fireworks Permit shall be made in writing on the form approved by the Chief Administrative Officer, as may be amended from time to time.
 - (b) The issuance of a Fireworks Permit shall be at the sole discretion of the Fire Chief.
 - (c) No Person under the age of eighteen (18) years old shall be issued a Fireworks Permit.
 - (d) The Fire Chief may add conditions to a Fireworks Permit, including, but not limited to:
 - i. the time(s) and date(s) for which the Fireworks Permit is valid;
 - ii. the methods of storage of Fireworks;
 - iii. the location(s) where the Fireworks may be discharged;
 - iv. the activity that the Fireworks Permit authorizes;all of which shall constitute terms and conditions of the Fireworks Permit.
 - (e) A Fireworks Permit may include any further terms and conditions that the Fire Chief deems necessary for the safe use of the Fireworks.
 - (f) No Person shall possess, handle, discharge, fire or set off Fireworks in a manner that is contrary to the terms and conditions of a Fireworks Permit.
 - (g) Any Person possessing, handling, discharging, firing or setting off Fireworks shall keep the Fireworks Permit available for immediate production to the Chief Administrative Officer, the Fire Chief, a Member, or a Peace Officer upon demand.
 - (h) The Fire Chief, Chief Administrative Officer, a Member, or a Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fireworks Permit at any time. The following non-exhaustive list of circumstances may result in a Fireworks Permit being revoked:
 - i. non-compliance with the *National Fire Code – 2019 Alberta Edition*, the *Explosives Act*, this Bylaw or the terms and conditions of the Fireworks Permit;
 - ii. due to changes in environmental conditions;
 - iii. for any reason related to safety to life, limb or Property.

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- (6) The possession, handling and discharge of Fireworks shall at all times be carried out in compliance with the *Explosives Act* and the *National Fire Code – 2019 Alberta Edition*.

PART VI – FIRE ADVISORY RESTRICTION AND BAN

Fire Advisory Restriction

17

- (1) The Fire Chief may, from time to time, prohibit the issuance of any new Fire Permits or Fireworks Permits and suspend all active Fire Permits and Fireworks Permits when, in the opinion the Fire Chief, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) A Fire Advisory Restriction imposed pursuant to subsections (1) shall remain in force until either the date provided in the notice of the Fire Advisory Restriction or until such time as the Fire Chief provides notice to the public that the Fire Advisory Restriction is no longer in effect.
- (3) Notice of a Fire Advisory Restriction shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, posting to the Town's website and social media channels or by any other means which the Fire Chief determines is appropriate for the purpose of informing the public of the Fire Advisory Restriction.
- (4) When a Fire Advisory Restriction is in place:
- (a) The Fire Chief shall not issue any Fire Permits;
 - (b) the Fire Chief shall not issue any Fireworks Permits;
- from the date of issuance of the Fire Advisory Restriction.
- (5) When a Fire Advisory Restriction is in place, no Person shall:
- (a) ignite any fire unless the fire is exempt from requiring a permit; or
 - (b) handle, discharge, fire or set off Fireworks within the Town.

Fire Ban

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- (1) The Fire Chief may prohibit all fires in the Town when, in the opinion the Fire Chief, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) Fire Bans may be established and declared for the entire Town or portions of the Town.
- (3) A Fire Ban imposed pursuant to subsection (1) shall remain in force until either the date provided in the notice of the Fire Ban or until such time as the Fire Chief provides notice to the public that the Fire Ban is no longer in effect.
- (4) Notice of a Fire Ban shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, posting to the Town's website and social media channels or by any other means which the Fire Chief determines is appropriate for the purpose of informing the public of the Fire Ban.
- (5) When a Fire Ban is in place:
 - (a) The Fire Chief shall not issue any Fire Permits;
 - (b) the Fire Chief shall not issue any Fireworks Permits;from the date of issuance of the Fire Ban.
- (6) Subject to subsection (7), when a Fire Ban is in place, no Person shall ignite any fire or Fireworks, whether or not the Person is the holder of a Fire Permit or Fireworks Permit or a Fire Permit is not required and shall immediately extinguish any fire lit once the Person knows or ought reasonably to know of the Fire Ban.
- (7) During a Fire Ban a Person may, subject to the requirements of this Bylaw, and unless the notice of the Fire Ban provides otherwise, use a barbeque that burns propane, natural gas, compressed briquettes, wood pellets or charcoal, provided that the barbeque is used for the purpose of cooking or obtaining warmth and is used on private Property or in a public area that has been approved by the Town for the use of such barbecues.

Requirement to Report

19

- (1) The Owner or Occupant of any Property damaged by fire shall immediately report the particulars of such fire to the Fire Chief.
- (2) The Owner, Occupier or authorized agent of a Property containing a Dangerous Goods product which sustains accidental or unplanned release of Dangerous Goods product shall immediately report to Fire Services particulars of the release which are satisfactory to the Fire Chief or designate.

PART VII – RECOVERY OF COSTS

Fire Protection Charges

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FIRE SERVICES BYLAW

20

(1) Upon Fire Services providing Fire Protection on a parcel of land within the Town's boundaries, the Town may with consideration of recommendations from the Fire Chief, in its sole and absolute discretion, charge Fire Protection Charges to any or all of the following Persons, namely:

- (a) the Person or Persons causing or contributing to the fire;
- (b) the Occupant of the parcel of land on which Fire Protection was provided;
- (c) the Owner of the parcel of land which Fire Protection was provided;
- (d) the Person with control over the parcel of land on which Fire Protection was provided, which may include, without restriction, a Property manager; and
- (e) the Person or Persons who requested Fire Protection;

and all Persons charged are jointly and severally liable for payment of the Fire Protection Charges to the Town.

(2) Fire Protection Charges shall be paid within thirty (30) days of receipt of an invoice.

(3) Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Town is entitled to on the parcel of land in respect of which the indebtedness is incurred.

(4) Without limiting subsection (1), the Owner of a parcel of land within the Town to which Fire Protection is provided is liable for Fire Protection Charges incurred and the Town may add to the tax roll of the parcel of land all unpaid Fire Protection Charges, which forms a special lien against the parcel of land in favour of the Town from the date the amount was added to the tax roll, in accordance with the *Municipal Government Act*.

Damages or Destroyed Property

21

(1) A Person who has damaged or destroyed any Fire Services Apparatus, Equipment or Property shall, in addition to any penalty imposed to in this Bylaw, be liable for, and pay upon demand, all costs incurred by the Town to repair or replace the Apparatus, Equipment or Property in question.

Services Fees and Charges

22

(1) The Town may establish and levy fees and charges for services, including, but not limited to:

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- (a) fees for responding to an Incident;
 - (b) Fire Permit and Fireworks Permit application fees;
 - (c) site inspection fees;
 - (d) fire investigation fees;
 - (e) fees for responding to False Alarms; and
 - (f) fees for file searches and copying records.
- (2) The fees and charges described in this section shall be a debt due and owing to the Town and collection of unpaid fees and charges may be undertaken by civil action in a court of competent jurisdiction.

PART VIII – ENFORCEMENT

Inspection and Enforcement

23

- (1) Where a parcel of land does not comply with this Bylaw or a Person contravenes this Bylaw, the Town may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy contraventions or dangers, remedying contraventions or dangers by the Town, adding amounts to the tax roll of the Owner of the parcel, and pursuing injunctions pursuant to the *Municipal Government Act*.
- (2) The Fire Chief is authorized to carry out inspections of land and structures, issue orders, remedy conditions and contraventions, and enforce this Bylaw in accordance with the *Municipal Government Act*.

Offences

24 In addition to any other requirements of this Bylaw, no Person shall:

- (a) contravene any provision of this Bylaw;
- (b) contravene any term or condition of a permit issued pursuant to this Bylaw;
- (c) cause or permit a Burning Hazard to exist on a parcel of land;
- (d) deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard;
- (e) provide false, incomplete or misleading information to the Fire Chief, Chief Administrative Officer, a Member, or a Peace Officer with respect to a Fire Permit or Fireworks Permit application;

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- (f) light a fire on any land the Person does not own without the written consent of the Owner;
- (g) permit a fire lit by that Person to pass from their own land to the land of another Person;
- (h) light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;
- (i) conduct any activity that might reasonably be expected to cause a fire unless that Person exercises reasonable care to prevent a fire from occurring;
- (j) conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway; or
- (k) light a fire on lands owned or controlled by the Town except with the Town's express written consent.

Vicarious Liability

25 For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

Corporations and Partnerships

26

- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

27

- (1) A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:

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- (a) not less than the specified penalty established in Schedule "A"; and
 - (b) in the case of all other offences, not exceeding \$10,000.00.
- (2) Without restricting the generality of subsection (1), the fine amounts set out in Schedule "A" are established as specified penalties for use on Violation Tickets, if a voluntary payment option is offered.

Violation Ticket

28

- (1) A Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
- (2) If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
 - (a) state the specified penalty for the offence as set out in Schedule "A"; or
 - (b) require a Person to appear in Provincial Court without the alternative of making a voluntary payment.
- (3) A Person who commits an offence may:
 - (a) if a Violation Ticket is issued in respect of the offence; and
 - (b) if the Violation Ticket states the specified penalty established by this Bylaw for the offence, as set out in Schedule "A" herein;make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.
- (4) When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to subsection (4) and the *Provincial Offences Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

PART VIII – GENERAL

Repeal

29 Bylaw ~~2020-20~~2022-11 is hereby repealed.

Force and Effect

30 This Bylaw shall come into force and effect on the date of 3rd reading, regardless of the date that it is signed in accordance with section 213 of the *Municipal Government Act*.

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Read a first time this [day] day of [month] 2026.

Read a second time this [day] day of [month] 2026.

Read a third and final time this [day] day of [month] 2026.

Mayor Brian Holden

Bill Rogers, Chief Administrative Officer

DRAFT

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Schedule "A"
Specified Penalties

Bylaw Section Number	Offence	Violation Ticket
12	Obstruction	\$1000
13(1)	Burning Prohibited Debris	\$500
13(2)	Fire without a Fire Permit	\$500
13(3)	Burning Barrel or Smudge Fire within a Residential or Commercial District	\$500
13(4)	Fire without Fire Pit Inspection	\$500
16(1)	Sell or Purchase Fireworks	\$250
16(2)	Firecrackers	\$250
16(3)	Possession, handling, discharge, fire, or set off fireworks without a Fireworks Permit	\$500
17(5)	Ignite a fire or handle, discharge, fire or set off Fireworks during Fire Advisory Restriction	\$500
18(6)	Ignite a fire or handle, discharge, fire or set off Fireworks during Fire Ban	\$500
19(1)	Failure to report fire	\$500
19(2)	Failure to report release of Dangerous Goods	\$1000
24(b)	Contravene any term or condition of a permit	\$500
24(c)	Cause or permit a Burning Hazard to exist on a parcel of land	\$500
24(d)	Deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard	\$1000
24(e)	Provide false or misleading information	\$500
24(f)	Light a fire on land without written permission of Owner	\$250
24(g)	Permit a fire to pass to another Person's land	\$1000

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24(h)	Light a fire without sufficient precautions	\$250
24(i)	Conduct any activity that might reasonably be expected to cause a fire without exercising reasonable care	\$1000
24(j)	Conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway	\$250
24(k)	Light a fire on lands owned or controlled by the Town except with the Town's express written consent	\$500

DRAFT

**TOWN OF BON ACCORD
BYLAW No. 2026-05
FIRE SERVICES BYLAW**

BEING A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND OPERATING FIRE SERVICES, PROVIDING A PERMITTING SYSTEM FOR FIRES AND FIREWORKS, AND AUTHORIZING THE RECOVERY OF FEES, EXPENSES AND CHARGES

WHEREAS, the *Municipal Government Act* provides that a council may pass bylaws respecting:

- a) the safety, health and welfare of people and the protection of people and property;
- b) services provided by or on behalf of the Town; and
- c) the enforcement of bylaws;

AND WHEREAS, the *Municipal Government Act* further provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires;

AND WHEREAS, the *National Fire Code – 2019 Alberta Edition* contemplates that municipalities will regulate the use, sale and storage of fireworks within their jurisdiction;

AND WHEREAS, the Town of Bon Accord wishes to provide for the prevention and control of fires within its boundaries;

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

PART I – INTERPRETATION AND DEFINITIONS

Bylaw Title

- 1** This Bylaw may be cited as the “**Fire Services Bylaw**”.

Definitions

- 2** In this Bylaw:

- (a) “**Agreement**” means the Fire Services Agreement entered into between the Town and Sturgeon County respecting the provision of Fire Protection within the boundaries of the Town by Sturgeon County;
- (b) “**Apparatus**” means any vehicle provided with machinery, devices, Equipment or materials for firefighting operated by or for Fire Services whether that vehicle operates on land, in the air, or on the water;
- (c) “**Approved Fire Pit**” means an outdoor receptacle that meets the following specifications:

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- (i) is fully enclosed on all sides and constructed entirely from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Fire Chief;
 - (ii) height does not exceed sixty (60) centimeters when measured from the surrounding grade to the top of the pit covering;
 - (iii) opening does not exceed one (1) metre in width or in diameter when measured between the widest points or outside edges;
 - (iv) is set upon or built into the bare ground or on a non-combustible material such as brick, stone or concrete;
 - (v) is not located over any underground utilities;
 - (vi) is a minimum of one (1) meter laterally and five (5) meters vertically from any aboveground wires;
 - (vii) when measured from the nearest edge must be a minimum of four (4) meters from any part of the residence including overhang;
 - (viii) when measured from the nearest edge must be a minimum of three (3) meters from any property line, out buildings, or combustible materials such as fences or trees;
 - (ix) when in operation, shall have a spark arrester screen with maximum openings of ½ inch and
 - (x) as may otherwise be determined by the Fire Chief having regard to health, safety, hazards and risks.
 - (xi) If there is no place on the property where a fire pit may be located using the above specifications, a variance may be applied for, if in the opinion of the Fire Chief or his designate, such safeguards and precautions are in place and that the fire pit will be used safely, a variance may be granted by the Fire Chief or his designate with the person or persons requesting the variance.
- (d) **“Burnable Debris”** has the same meaning given to it in the *Substance Release Regulation*, and includes all combustible waste other than the Prohibited Debris as well as cardboard and paper products;
- (e) **“Burning Barrel Fire”** means a fire confined to an outdoor receptacle that meets the following specifications:
- (i) non-combustible structure or container that has draft holes no larger than five (5) millimeters in diameter;

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- (ii) equipped with a heavy gauge metal screen to contain sparks over the fire at all times, with a mesh size not greater than sixteen (16) millimeters secured in place with latches or weights;
- (iii) which is lit for the purpose of burning household refuse or other Burnable Debris; and
- (iv) is not located over underground utility services or below aboveground wires;
- (f) **"Burning Hazard"** means an actual or potential occurrence of fire or other combustion of organic or inorganic material that could endanger human life or property or damage property;
- (g) **"Chief Administrative Officer"** means the individual appointed as the chief administrative officer of the Town by resolution of Council in accordance with *Municipal Government Act*, or their delegate;
- (h) **"Council"** means the duly elected council of the Town;
- (i) **"Dangerous Goods"** means any material or substance that may constitute an immediate or long-term adverse effect to life, health, Property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage, or transportation environment and shall include those products, substances, and organisms that are covered by the Transportation of Dangerous Goods Regulations;
- (j) **"Equipment"** means any tools, devices or materials used by Fire Services to combat an Incident or other emergency;
- (k) **"False Alarm"** means any notification, by whatever means received, to Fire Services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to Persons or Property, wherein such condition, circumstance, fire or other event does not, in fact, exist;
- (l) **"Fire Restriction"** means an order issued pursuant to this Bylaw for the purpose of fire prevention and cessation of all Fire Permits and Fireworks Permits for the duration of the restriction;
- (m) **"Fire Ban"** means any fire ban, whether municipally or provincially declared, that prohibits fires in all or part of the Town;
- (n) **"Fire Chief"** means the individual appointed by Sturgeon County as fire chief for the Town, in accordance with the Agreement, or their delegate;
- (o) **"Fire Permit"** means a permit issued by the Fire Chief, authorizing the setting of a specific type of fire;

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- (p) **"Fire Protection"** includes any of the services enumerated in section 7 of this Bylaw and includes any other services delivered by or for Fire Services that is authorized by Council;
- (q) **"Fire Protection Charges"** means all rates, fees, and charges payable for, or in connection with, Fire Services in providing fire protection within the Town;
- (r) **"Fire Services"** means the fire department established and organized by Sturgeon County to provide Fire Protection within the boundaries of the Town, in accordance with the Agreement, and shall include all Members and Fire Services Property;
- (s) **"Fireworks"** means the pyrotechnics classified as fireworks pursuant to the *Explosives Act* and its Regulations, including consumer fireworks, display fireworks and special effect pyrotechnics, but does not include firecrackers or explosive devices;
- (t) **"Fireworks Permit"** means a permit, issued by the Fire Chief, authorizing the possession, handling, discharge, firing or setting off of Fireworks in the Town;
- (u) **"Incident"** includes a fire or any situation where a fire or explosion is imminent or any other emergency where there is a danger or possible danger to life or Property;
- (v) **"Member"** means any Person who is duly appointed as a member of Fire Services;
- (w) **"Member in Charge"** means the Fire Chief, or in the absence of the Fire Chief, the highest ranking Member who first arrives at the scene of an Incident;
- (x) **"Occupant"** means any Person that is in possession, control or occupation of Property;
- (y) **"Owner"** means any Person listed on title as the registered owner of Property at the Land Titles Office;
- (z) **"Peace Officer"** has the same meaning given to it in the *Provincial Offences Procedures Act*;
- (aa) **"Person"** includes any individual, firm, partnership or body corporate;
- (bb) **"Portable Appliance"** means any outdoor appliance sold or constructed for the purpose of cooking food, obtaining warmth or viewing for pleasure and is easily moveable, including but not limited to barbeques, smokers, and above-ground fireplaces;
- (cc) **"Prohibited Debris"** has the same meaning given to it in the *Substance Release Regulation*; including any combustible waste that when burned may result in the release to the atmosphere of dense smoke, offensive odors, or toxic substances (such as but not limited to animal manure, non-wooden material, waste material from construction sites, excluding wooden materials that do not contain wood preservatives).

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- (dd) **“Property”** means any real or personal property;
- (ee) **“Recreational Fire”** means a fire confined within an Approved Fire Pit or Portable Appliance, which is lit for the purpose of cooking, obtaining warmth or viewing for pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane;
- (ff) **“Residential or Commercial Districts”** means the residential and commercial districts as designated in the Town’s Land Use Bylaw and its associated maps;
- (gg) **“Smudge Fire”** means a fire confined to a non-combustible structure or container which is lit for the purpose of protecting livestock from insects or for protecting garden plants from frost and is fueled solely by dry wood or charcoal;
- (hh) **“Town”** means the Town of Bon Accord;
- (ii) **“Violation Ticket”** has the same meaning given to it in the *Provincial Offences Procedure Act*.

Rules of Interpretation

- 3** The headings in this Bylaw are for guidance purposes and convenience only.
- 4** Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 5** In this Bylaw, a citation of or reference to any act or regulation of the Province of Alberta or of Canada, or of any other bylaw of the Town, is a citation of or reference to that act, regulation, or bylaw as amended, whether amended before or after the commencement of the act, regulation or bylaw in which the citation or reference occurs.
- 6** Nothing in this Bylaw relieves a Person from complying with any provision of any provincial or federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or licence.

PART II – FIRE SERVICES

Establishment and Purpose of Fire Services

7

- (1) Council authorizes Sturgeon County to provide Fire Protection for and on behalf of the Town for the purpose of:
 - (a) preventing and extinguishing fires;
 - (b) investigating the origin, cause and circumstances of fires;
 - (c) preserving life and Property and protecting Persons and Property from injury or destruction by fire;

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- (d) preventing, combating, responding to, and controlling Incidents;
- (e) carrying out preventable controls;
- (f) providing rescue services for motor vehicle collisions, not including water or ice rescue;
- (g) conducting pre-fire planning and fire inspections;
- (h) providing public education and information regarding fire safety; and
- (i) providing any other emergency response as may be authorized by the Town's policy or applicable legislation,

in accordance with the requirements of this Bylaw and the terms and conditions of the Agreement.

Authority and Responsibility of Fire Chief

8

- (1) The Fire Chief shall be responsible for managing the overall delivery of Fire Protection by Fire Services, subject to:
 - (a) this Bylaw;
 - (b) all applicable Town policies, guidelines and directives;
 - (c) the Agreement.
- (2) The Fire Chief is authorized to delegate, to a Member, any powers, duties or function of the Fire Chief under this Bylaw.

Authority and Responsibility of Members

- 9** Members are responsible to the Fire Chief for the performance of their duties pursuant to this Bylaw and applicable policies of the Town.

Authority and Responsibility of Member in Charge

- 10** The Member in Charge at an Incident shall have control, direction and management of all Apparatus, Equipment and manpower assigned to that Incident and shall continue to act as the Member in Charge until relieved by another Member authorized to do so.

11

- (1) The Member in Charge shall take action as deemed necessary for preserving life and Property and protecting Persons and Property from injury or destruction by fire or other emergency and is authorized to:

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- (a) enter, pass through or over buildings, structures or Property whether adjacent or in proximity to an Incident and to cause Members, Apparatus or Equipment to enter or pass through or over the building, structure or Property without permission;
- (b) establish boundaries or limits and keep Persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Member in Charge;
- (c) request Peace Officers to enforce restrictions on Persons entering within the boundaries or limits outlined in subsection (b);
- (d) cause a building, structure or thing to be pulled down, demolished or otherwise removed;
- (e) secure Town manpower and Equipment which is considered necessary to deal with an Incident;
- (f) secure or commandeered privately owned Equipment which is considered necessary to deal with an Incident and authorize payment for use of the Equipment;
- (g) require any adult Person who is not a Member, to assist in:
 - (i) extinguishing a fire or preventing the spread thereof;
 - (ii) removing furniture, goods and merchandise from any building or structure on fire or in danger thereof and in guarding and securing same; and
 - (iii) demolishing a building or structure at or near the fire or other Incident.

PART III – OBSTRUCTION

Prohibitions

12

- (1) No person shall place or cause to be placed, any matter or thing so as to obstruct or interfere with the operation or use of any fire hydrant, the Fire Services water inlet or outlet connections on buildings, fire alarm controls, manual alarm stations, or any fire detection device or Equipment.
- (2) No Person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire hydrants, cisterns, or bodies of water designated for firefighting purposes.

PART IV – FIRES AND FIRE PERMITS

Permitted and Prohibited Fires

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13

- (1) No Person shall burn or cause to be burned any Prohibited Debris.
- (2) No Person shall light or cause to be lit, or otherwise allow or permit, any outdoor fire upon land they are the Owner or Occupant, unless the Person holds a valid and subsisting Fire Permit, or the fire is exempt from the requirement for a Fire Permit under this Bylaw.
- (3) No Person shall light or cause to be lit, or otherwise allow or permit, a Burning Barrel Fire or Smudge Fire upon land Owned or Occupied by them or otherwise under their control within Residential or Commercial Districts of the Town.
- (4) No Person shall light or cause to be lit, or otherwise allow or permit, any fire upon land Owned or Occupied by them or otherwise under their control within Residential or Commercial Districts of the Town unless a fire pit inspection has been conducted and approved by the Fire Chief.
- (5) A Fire Permit is not required for a Recreational Fire in a Portable Appliance or an Approved Fire Pit provided that:
 - (a) the fire is kept under control and supervised at all times by a responsible adult until such time that the fire has been completely extinguished; and
 - (b) flame height does not exceed ninety (90) centimeters above the structure or container.
- (6) This Bylaw does not apply to:
 - (a) an outdoor fire lit by Fire Services for training or preventive control purposes;
 - (b) a fire confined to an incinerator regulated under the *Environmental Protection and Enhancement Act*; or
 - (c) fires ignited and being used in the process of ground thawing by Town staff for cemetery burials.

Fire Permits

14

- (1) Fire Permits are required throughout the entire year.
- (2) An application for a Fire Permit shall be made on the form approved by the Chief Administrative Officer, as may be amended from time to time.
- (3) A Fire Permit shall only be valid for the time period expressly indicated on the Fire Permit, as determined by the Fire Chief issuing the permit, in their sole discretion, having regard for the nature and purpose of the fire, and prevailing circumstances and environmental conditions.

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(4) The Fire Chief, Chief Administrative Officer, a Member, or a Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fire Permit at any time. Upon receiving notification of termination, suspension or cancellation of the Fire Permit, the Fire Permit holder shall immediately extinguish any fire set pursuant to the Fire Permit.

(5) A Fire Permit is not transferrable.

Permit Holder Responsibilities

15

(1) Every Person who sets a fire under authority of a Fire Permit shall:

- (a) comply with any terms or conditions of the permit;
- (b) keep the permit at the site of the fire;
- (c) produce the permit to the Chief Administrative Officer, Fire Chief, a Member, or a Peace Officer, upon request;
- (d) have a responsible adult in attendance at the fire at all times under the conditions as listed in the Fire Permit;
- (e) keep the fire under control;
- (f) not allow smoke or sparks to drift or otherwise create a nuisance or hazard to neighboring Property, Persons, or roadways;
- (g) completely extinguish the fire before expiration of the permit or upon cancellation of the permit; and
- (h) be responsible for any costs incurred by Fire Services when called upon to extinguish such fire if, in the opinion of the Fire Chief, as the case may be, the fire is a hazard to Persons or Property.

PART V – FIREWORKS

Fireworks and Firecrackers

16

- (1) No Person shall sell or purchase Fireworks within the Town.
- (2) No Person shall have in their possession, sell, offer for sale, give away or otherwise distribute, discharge, fire or set off firecrackers within the Town.
- (3) No Person shall possess, handle, discharge, fire or set off Fireworks within the Town unless they hold a valid and subsisting Fireworks Permit.
- (4) A Fireworks Permit may only be issued to an authorized community organization for events sponsored or co-sponsored by the Town.

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- (5)
- (a) An application for a Fireworks Permit shall be made in writing on the form approved by the Chief Administrative Officer, as may be amended from time to time.
 - (b) The issuance of a Fireworks Permit shall be at the sole discretion of the Fire Chief.
 - (c) No Person under the age of eighteen (18) years old shall be issued a Fireworks Permit.
 - (d) The Fire Chief may add conditions to a Fireworks Permit, including, but not limited to:
 - i. the time(s) and date(s) for which the Fireworks Permit is valid;
 - ii. the methods of storage of Fireworks;
 - iii. the location(s) where the Fireworks may be discharged;
 - iv. the activity that the Fireworks Permit authorizes;all of which shall constitute terms and conditions of the Fireworks Permit.
 - (e) A Fireworks Permit may include any further terms and conditions that the Fire Chief deems necessary for the safe use of the Fireworks.
 - (f) No Person shall possess, handle, discharge, fire or set off Fireworks in a manner that is contrary to the terms and conditions of a Fireworks Permit.
 - (g) Any Person possessing, handling, discharging, firing or setting off Fireworks shall keep the Fireworks Permit available for immediate production to the Chief Administrative Officer, the Fire Chief, a Member, or a Peace Officer upon demand.
 - (h) The Fire Chief, Chief Administrative Officer, a Member, or a Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fireworks Permit at any time. The following non-exhaustive list of circumstances may result in a Fireworks Permit being revoked:
 - i. non-compliance with the *National Fire Code – 2019 Alberta Edition*, the *Explosives Act*, this Bylaw or the terms and conditions of the Fireworks Permit;
 - ii. due to changes in environmental conditions;
 - iii. for any reason related to safety to life, limb or Property.
- (6) The possession, handling and discharge of Fireworks shall at all times be carried out in compliance with the *Explosives Act* and the *National Fire Code – 2019 Alberta Edition*.

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PART VI – FIRE RESTRICTION AND BAN

Fire Restriction

17

- (1) The Fire Chief may, from time to time, prohibit the issuance of any new Fire Permits or Fireworks Permits and suspend all active Fire Permits and Fireworks Permits when, in the opinion the Fire Chief, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) A Fire Restriction imposed pursuant to subsection (1) shall remain in force until either the date provided in the notice of the Fire Restriction or until such time as the Fire Chief provides notice to the public that the Fire Restriction is no longer in effect.
- (3) Notice of a Fire Restriction shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, posting to the Town's website and social media channels or by any other means which the Fire Chief determines is appropriate for the purpose of informing the public of the Fire Restriction.
- (4) When a Fire Restriction is in place:
 - (a) The Fire Chief shall not issue any Fire Permits;
 - (b) the Fire Chief shall not issue any Fireworks Permits;from the date of issuance of the Fire Restriction.
- (5) When a Fire Restriction is in place, no Person shall:
 - (a) ignite any fire unless the fire is exempt from requiring a permit; or
 - (b) handle, discharge, fire or set off Fireworks within the Town.

Fire Ban

18

- (1) The Fire Chief may prohibit all fires in the Town when, in the opinion the Fire Chief, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) Fire Bans may be established and declared for the entire Town or portions of the Town.

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- (3) A Fire Ban imposed pursuant to subsection (1) shall remain in force until either the date provided in the notice of the Fire Ban or until such time as the Fire Chief provides notice to the public that the Fire Ban is no longer in effect.
- (4) Notice of a Fire Ban shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, posting to the Town's website and social media channels or by any other means which the Fire Chief determines is appropriate for the purpose of informing the public of the Fire Ban.
- (5) When a Fire Ban is in place:
 - (a) The Fire Chief shall not issue any Fire Permits;
 - (b) the Fire Chief shall not issue any Fireworks Permits;from the date of issuance of the Fire Ban.
- (6) Subject to subsection (7), when a Fire Ban is in place, no Person shall ignite any fire or Fireworks, whether or not the Person is the holder of a Fire Permit or Fireworks Permit or a Fire Permit is not required and shall immediately extinguish any fire lit once the Person knows or ought reasonably to know of the Fire Ban.
- (7) During a Fire Ban a Person may, subject to the requirements of this Bylaw, and unless the notice of the Fire Ban provides otherwise, use a barbeque that burns propane, natural gas, compressed briquettes, wood pellets or charcoal, provided that the barbeque is used for the purpose of cooking or obtaining warmth and is used on private Property or in a public area that has been approved by the Town for the use of such barbecues.

Requirement to Report

19

- (1) The Owner or Occupant of any Property damaged by fire shall immediately report the particulars of such fire to the Fire Chief.
- (2) The Owner, Occupier or authorized agent of a Property containing a Dangerous Goods product which sustains accidental or unplanned release of Dangerous Goods product shall immediately report to Fire Services particulars of the release which are satisfactory to the Fire Chief or designate.

PART VII – RECOVERY OF COSTS

Fire Protection Charges

20

- (1) Upon Fire Services providing Fire Protection on a parcel of land within the Town's boundaries, the Town may with consideration of recommendations from the Fire Chief, in its sole and absolute discretion, charge Fire Protection Charges to any or all of the following Persons, namely:

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- (a) the Person or Persons causing or contributing to the fire;
- (b) the Occupant of the parcel of land on which Fire Protection was provided;
- (c) the Owner of the parcel of land which Fire Protection was provided;
- (d) the Person with control over the parcel of land on which Fire Protection was provided, which may include, without restriction, a Property manager; and
- (e) the Person or Persons who requested Fire Protection;

and all Persons charged are jointly and severally liable for payment of the Fire Protection Charges to the Town.

- (2) Fire Protection Charges shall be paid within thirty (30) days of receipt of an invoice.
- (3) Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Town is entitled to on the parcel of land in respect of which the indebtedness is incurred.
- (4) Without limiting subsection (1), the Owner of a parcel of land within the Town to which Fire Protection is provided is liable for Fire Protection Charges incurred and the Town may add to the tax roll of the parcel of land all unpaid Fire Protection Charges, which forms a special lien against the parcel of land in favour of the Town from the date the amount was added to the tax roll, in accordance with the *Municipal Government Act*.

Damages or Destroyed Property

21

- (1) A Person who has damaged or destroyed any Fire Services Apparatus, Equipment or Property shall, in addition to any penalty imposed to in this Bylaw, be liable for, and pay upon demand, all costs incurred by the Town to repair or replace the Apparatus, Equipment or Property in question.

Services Fees and Charges

22

- (1) The Town may establish and levy fees and charges for services, including, but not limited to:
 - (a) fees for responding to an Incident;
 - (b) Fire Permit and Fireworks Permit application fees;
 - (c) site inspection fees;

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- (d) fire investigation fees;
- (e) fees for responding to False Alarms; and
- (f) fees for file searches and copying records.

(2) The fees and charges described in this section shall be a debt due and owing to the Town and collection of unpaid fees and charges may be undertaken by civil action in a court of competent jurisdiction.

PART VIII – ENFORCEMENT

Inspection and Enforcement

23

- (1) Where a parcel of land does not comply with this Bylaw or a Person contravenes this Bylaw, the Town may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy contraventions or dangers, remedying contraventions or dangers by the Town, adding amounts to the tax roll of the Owner of the parcel, and pursuing injunctions pursuant to the *Municipal Government Act*.
- (2) The Fire Chief is authorized to carry out inspections of land and structures, issue orders, remedy conditions and contraventions, and enforce this Bylaw in accordance with the *Municipal Government Act*.

Offences

24 In addition to any other requirements of this Bylaw, no Person shall:

- (a) contravene any provision of this Bylaw;
- (b) contravene any term or condition of a permit issued pursuant to this Bylaw;
- (c) cause or permit a Burning Hazard to exist on a parcel of land;
- (d) deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard;
- (e) provide false, incomplete or misleading information to the Fire Chief, Chief Administrative Officer, a Member, or a Peace Officer with respect to a Fire Permit or Fireworks Permit application;
- (f) light a fire on any land the Person does not own without the written consent of the Owner;
- (g) permit a fire lit by that Person to pass from their own land to the land of another Person;

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- (h) light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;
- (i) conduct any activity that might reasonably be expected to cause a fire unless that Person exercises reasonable care to prevent a fire from occurring;
- (j) conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway; or
- (k) light a fire on lands owned or controlled by the Town except with the Town's express written consent.

Vicarious Liability

25 For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

Corporations and Partnerships

26

- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

27

- (1) A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:
 - (a) not less than the specified penalty established in Schedule "A"; and
 - (b) in the case of all other offences, not exceeding \$10,000.00.

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- (2) Without restricting the generality of subsection (1), the fine amounts set out in Schedule "A" are established as specified penalties for use on Violation Tickets, if a voluntary payment option is offered.

Violation Ticket

28

- (1) A Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
- (2) If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- (a) state the specified penalty for the offence as set out in Schedule "A"; or
 - (b) require a Person to appear in Provincial Court without the alternative of making a voluntary payment.
- (3) A Person who commits an offence may:
- (a) if a Violation Ticket is issued in respect of the offence; and
 - (b) if the Violation Ticket states the specified penalty established by this Bylaw for the offence, as set out in Schedule "A" herein;
- make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.
- (4) When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to subsection (4) and the *Provincial Offences Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

PART VIII – GENERAL

Repeal

29 Bylaw 2022-11 is hereby repealed.

Force and Effect

30 This Bylaw shall come into force and effect on the date of 3rd reading, regardless of the date that it is signed in accordance with section 213 of the *Municipal Government Act*.

Read a first time this [day] day of [month] 2026.

Read a second time this [day] day of [month] 2026.

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Read a third and final time this [day] day of [month] 2026.

Mayor Brian Holden

Bill Rogers, Chief Administrative Officer

DRAFT

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**Schedule "A"
Specified Penalties**

Bylaw Section Number	Offence	Violation Ticket
12	Obstruction	\$1000
13(1)	Burning Prohibited Debris	\$500
13(2)	Fire without a Fire Permit	\$500
13(3)	Burning Barrel or Smudge Fire within a Residential or Commercial District	\$500
13(4)	Fire without Fire Pit Inspection	\$500
16(1)	Sell or Purchase Fireworks	\$250
16(2)	Firecrackers	\$250
16(3)	Possession, handling, discharge, fire, or set off fireworks without a Fireworks Permit	\$500
17(5)	Ignite a fire or handle, discharge, fire or set off Fireworks during Fire Restriction	\$500
18(6)	Ignite a fire or handle, discharge, fire or set off Fireworks during Fire Ban	\$500
19(1)	Failure to report fire	\$500
19(2)	Failure to report release of Dangerous Goods	\$1000
24(b)	Contravene any term or condition of a permit	\$500
24(c)	Cause or permit a Burning Hazard to exist on a parcel of land	\$500
24(d)	Deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard	\$1000
24(e)	Provide false or misleading information	\$500
24(f)	Light a fire on land without written permission of Owner	\$250
24(g)	Permit a fire to pass to another Person's land	\$1000

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24(h)	Light a fire without sufficient precautions	\$250
24(i)	Conduct any activity that might reasonably be expected to cause a fire without exercising reasonable care	\$1000
24(j)	Conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway	\$250
24(k)	Light a fire on lands owned or controlled by the Town except with the Town's express written consent	\$500

August 25, 2026

Dear Tourism Partners,

Thank you for your continued support as we work together to develop and promote tourism throughout our region.

For more than a decade, Go East of Edmonton Regional Tourism has served as the leading destination marketing organization (DMO) for the communities' northeast, east and southeast of Edmonton, including the Lakeland, Central Prairies and Battle River regions.

We are now seeking your support as we apply to Alberta's Ministry of Tourism and Sport to become the designated DMO for our region under the new Traveller Protection and Destination Development Act. Please see below for a Very Important Letter of Support Request.

Although Go East of Edmonton is an established Alberta non-profit destination marketing and development organization—and has been recognized by Travel Alberta grant funding for regional destination marketing—all existing DMOs are invited to apply for formal designation under the new legislation.

What is the Traveller Protection and Destination Development Act?

The Government of Alberta introduced the Traveller Protection and Destination Development Act in 2026 to protect travellers from hidden or misleading fees and provide destinations with the tools and capacity to drive economic growth throughout the province. The Act came into effect on July 14, 2026.

The legislation establishes a framework for the governance and administration of destination marketing fees (DMFs), allowing eligible businesses to collect these fees from consumers. Revenue generated within a geographic area remains in that area and supports destination development and promotion through its designated DMO.

Under the Act, eligible DMOs may apply to become the designated organization for a defined geographic area. Learn more: <https://www.alberta.ca/protecting-travellers-and-supporting-tourism>

Why support Go East of Edmonton's designation?

Designation would allow Go East of Edmonton to pursue a destination marketing fee program and access new funding opportunities, strengthening tourism marketing and destination development for communities and tourism operators throughout our region.

With more than a decade of experience delivering regional tourism initiatives and a proven track record of measurable benefits and ROI for our communities, Go East of Edmonton is well positioned to build on this work and help grow Alberta's visitor economy.

Our three key goals:

- 1. Grow regional tourism and economic impact.** Establish a destination marketing fee program that supports tourism development, attracts visitors and generates lasting economic benefits throughout the region.
- 2. Keep local tourism dollars working locally.** Ensure fees collected within your area are directed toward promoting your community while also supporting coordinated regional tourism marketing.
- 3. Keep participation fees affordable.** Use new revenue and funding opportunities to grow tourism while we maintain low and affordable membership and marketing costs for municipalities and local tourism operators. A very important benefit in these challenging economic times.

Your support will help establish a strong foundation for tourism growth, creating benefits for our communities, businesses and visitors for years to come.

Based on the application's extensive eligibility requirements and the fact that there is no other organization that has done the comprehensive and effective destination marketing in this region, we believe Go East of Edmonton is uniquely positioned to qualify for designation in our region. Municipalities, chambers of commerce and economic development organizations are not eligible to apply for designation as DMOs under the Act. We have also met with many tourism organizations across Alberta and operators within our region who have indicated their support for our application.

Our vision:

Go East of Edmonton Regional Tourism is a registered non-profit organization dedicated to be the driving force for innovative, collaborative tourism marketing and development that contributes to the sustainability, prosperity and quality of life of tourism operators and communities East of Edmonton and throughout Northeast and East Central Alberta.

How you can help:

We respectfully ask for your support of Go East of Edmonton Regional Tourism's application for designation. Because the application window is short for us to apply, we ask for your attention to this matter as soon as possible.

We ask if you are able to use the attached sample of a letter of support and please email us the letter in a pdf format asap on or before September 25 at the latest. You can email directly to me at kevin.goeast@gmail.com and/or to info@goeastofedmonton.com.

While the letter is addressed to the Minister of Tourism and Sport, we ask you to email us the letter and we will forward all letters with our application.

If you have any questions or would like additional information, please contact us at your earliest convenience. Our team would be pleased to arrange a call or meeting to discuss the application and its benefits for your community.

Together, we can ensure tourism continues to grow and create lasting opportunities throughout our region.

With sincere thanks,

Kevin Kisilevich

Managing Director, Marketing and Development Manager
Go East of Edmonton Regional Tourism

[Organization or Municipality Letterhead]

August 25, 2026

The Honourable Andrew Boitchenko
Minister of Tourism and Sport
402 Legislature Building
10800 - 97 Avenue NW
Edmonton, AB T5K 1B6

Dear Minister Boitchenko:

Re: Letter of Support for Go East Regional Tourism Organization's DMO Designation

On behalf of [Organization or Municipality Name], I am pleased to express our support for the application by Go East Regional Tourism Organization (Go East of Edmonton) for designation as a destination marketing organization (DMO) under the Traveller Protection and Destination Development Act.

Since 2012, Go East of Edmonton has served as an effective regional DMO, consistently delivering meaningful results for our community and the broader region. Its longstanding collaboration with Travel Alberta, along with its proven record of promoting local destinations, businesses, attractions, and events, demonstrates its ability to strengthen tourism and support a thriving regional visitor economy.

We support Go East of Edmonton's application for DMO designation and its ability to pursue new funding opportunities that will advance destination development and marketing throughout the region. This designation would help the organization continue to develop, promote, and grow tourism while supporting local businesses, creating economic opportunities, and increasing visitation across northeastern and east-central Alberta, including the Lakeland and Central Prairies regions.

The application also aligns with Go East Regional Tourism Organization's long-term vision for regional tourism growth and economic diversification, as well as the goals of Higher Ground: A Tourism Sector Strategy for Alberta. Continued investment in coordinated destination development and marketing will strengthen Alberta's visitor economy while delivering lasting benefits to communities and tourism operators across the region.

We have full confidence in the Go East of Edmonton team and its ability to continue delivering results for our regional tourism industry for years to come. We respectfully encourage the Government of Alberta to approve Go East Regional Tourism Organization's designation as a DMO.

Sincerely,

[Signature]

[Name of Official]

[Title]

[Organization or Municipality Name]

cc: Jennifer Filip, Chairperson, Go East Regional Tourism Organization