

Town of Bon Accord
AGENDA
Regular Council Meeting
December 2, 2025 6:00 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**
- 4. ADOPTION OF MINUTES**
 - 4.1. November 18, 2025; Regular Council Meeting (enclosure)
 - 4.2. November 26, 2025; Committee of the Whole Meeting (enclosure)
- 5. DELEGATION**
 - 5.1. S.Sgt. Darcy McGunigal – Morinville RCMP Detachment – Quarterly Presentation (enclosure)
- 6. UNFINISHED BUSINESS**
 - 6.1. 2026 Interim Budget (enclosure)
- 7. NEW BUSINESS**
 - 7.1. Holiday Closure 2025 (enclosure)
 - 7.2. North Saskatchewan Watershed Alliance Membership (enclosure)
 - 7.3. Council Committee Appointment Amendment (enclosure)
 - 7.4. Library Board Appointment (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
 - 8.1. 2025-08 Utilities Bylaw – 1st Reading (enclosure)
 - 8.2. 2025-09 Waste Collection Bylaw – 1st Reading (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. CORRESPONDENCE**
 - 10.1. National Police Federation – Alberta RCMP Update Letter and Research (enclosure)
- 11. NOTICE OF MOTION**
- 12. CLOSED SESSION**
- 13. ADJOURNMENT**

**Town of Bon Accord
Regular Meeting of Council Minutes
November 18, 2025 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

ADMINISTRATION

Bill Rogers – Acting CAO
Falon Fayant – Corporate Services Manager
Terry Doerkson – Infrastructure Manager
Jessica Spaidal – Legislative Services & Communications Supervisor

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Mayor Holden called the meeting to order at 9:00 a.m.

ADOPTION OF AGENDA

COUNCILLOR LARSON MOVED THAT Council adopt the November 18, 2025, agenda as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-447

ADOPTION OF MINUTES

October 30, 2025; Organizational Meeting

DEPUTY MAYOR BIDNEY MOVED THAT Council approves the October 30, 2025, Organizational Meeting minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-448

November 4, 2025; Regular Council Meeting

COUNCILLOR MAY MOVED THAT Council approves the November 4, 2025, Regular Meeting of Council minutes as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-449

DELEGATION

Brenda Gosbjorn – Bon Accord Public Library Board Budget

COUNCILLOR MAY MOVED THAT Council approves the Bon Accord Library budget as presented.

1 Opposed

CARRIED RESOLUTION 25-450

**Town of Bon Accord
Regular Meeting of Council Minutes
November 18, 2025 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

DEPARTMENTS REPORT

October/November 2025

COUNCILLOR LARSON MOVED THAT Council accepts the report as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-451

NEW BUSINESS

Council Service Awards Policy

COUNCILLOR MAY MOVED THAT Council directs administration to purchase a gift for Lacey Laing for her service as Councillor for the Town of Bon Accord in accordance with the Council Service Awards Policy at a cost not to exceed \$100.

CARRIED UNANIMOUSLY RESOLUTION 25-452

Subdivision Authority and Development Authority Appointments

COUNCILLOR LARSON MOVED THAT Council appoints Kyle Miller as the Subdivision Authority and Development Authority for the Town of Bon Accord.

CARRIED UNANIMOUSLY RESOLUTION 25-453

Business Card Redesign

DEPUTY MAYOR BIDNEY MOVED THAT Council directs administration to postpone the business card redesign until rebranding is complete.

CARRIED UNANIMOUSLY RESOLUTION 25-454

BYLAWS/POLICIES/AGREEMENTS

Financial Reserves Policy Update

DEPUTY MAYOR BIDNEY MOVED THAT Council approves the updates to the Financial Reserves Policy as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-455

COUNCIL REPORTS

COUNCILLOR MAY MOVED THAT Council accepts the reports as information.

CARRIED UNANIMOUSLY RESOLUTION 25-456

CORRESPONDENCE

Minister of Municipal Affairs – Congratulatory Letter

COUNCILLOR MAY MOVED THAT Council accepts the letter as information.

CARRIED UNANIMOUSLY RESOLUTION 25-457

ACTION REQUIRED

CRNWSC – Request for Letter of Support

COUNCILLOR LARSON MOVED THAT Council directs administration to complete the letter of support for CRNWSC.

CARRIED UNANIMOUSLY RESOLUTION 25-458

**Town of Bon Accord
Regular Meeting of Council Minutes
November 18, 2025 9:00 a.m.
Live streamed on Bon Accord YouTube Channel**

Morinville Lite Up the Nite Parade Invitation

COUNCILLOR MAY MOVED THAT Council directs administration to RSVP Mayor Holden and Deputy Mayor Bidney for the Morinville Lite Up the Nite Parade.

CARRIED UNANIMOUSLY RESOLUTION 25-459

ADJOURNMENT

COUNCILLOR MAY MOVED THAT the November 18, 2025 Regular Meeting of Council adjourn at 9:52 a.m.

CARRIED UNANIMOUSLY RESOLUTION 25-460

Mayor Brian Holden

Jodi Brown, CAO

**Town of Bon Accord
Committee of the Whole Meeting Minutes
November 26, 2025, 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

**COUNCIL
PRESENT**

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

REGRETS

Mayor Brian Holden

ADMINISTRATION

Tim Duhamel, Interim CAO
Falon Fayant, Corporate Services Manager
Jay Nagra, Economic Development and Safe Communities Coordinator
Terry Doerkson, Infrastructure Manager
Jessica Spaidal, Legislative Services and Communications Supervisor

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

DEPUTY MAYOR BIDNEY called the meeting to order at 5:02 p.m.

ADOPTION OF AGENDA

COUNCILLOR MAY MOVED THAT Council adopt the agenda for November 26, 2025, as presented.

CARRIED UNANIMOUSLY RESOLUTION 25-461

NEW BUSINESS

2026 Interim Budget Presentation

The report was reviewed and discussed.

ADJOURNMENT

COUNCILLOR MAY MOVED THAT the November 26, 2025, Committee of the Whole Meeting adjourn at 6:26 p.m.

CARRIED UNANIMOUSLY RESOLUTION 25-462

Mayor Holden

Interim CAO



November 13, 2025

Brian Holden
Mayor
Bon Accord, AB

Dear Mayor Holden,

Please find attached the quarterly Community Policing Report covering the period from July 1st to September 30th, 2025. This report provides a snapshot of human resources, financial data, and crime statistics for the Morinville Detachment.

In the past few months, Alberta RCMP has observed significant changes to our senior management team that I want to highlight in this quarter's update. In addition to our new Commanding Officer, Deputy Commissioner Trevor Daroux, we are pleased to welcome a new Criminal Operations Officer, Assistant Commissioner Wayne Nichols. Since entering his new role, the Commanding Officer and other members of the senior management team have been taking time to meet with community and elected officials throughout the province. The team is also looking forward to meeting with representatives from several communities during the upcoming meetings at Alberta Municipalities and Rural Municipalities of Alberta convention this November.

Deputy Commissioner Daroux is focused on prioritizing meeting opportunities between the senior management team and all communities that we serve. These meetings serve as an opportunity to further strengthen our relationship and allow us the chance to listen to the needs and concerns of our communities. If you are interested in meeting with our senior management team, please do not hesitate to reach out so that we can coordinate a time that is convenient for you.

Thank you for your ongoing support and engagement. As your Chief of Police for your community, please do not hesitate to contact me with any other questions or concerns.

Best regards,

S/Sgt. Darcy McGunigal
Chief of Police
RCMP Morinville Detachment





Morinville Provincial Detachment

Crime Statistics (Actual)

July - September: 2021 - 2025

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

October 7, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		1	0	0	1	0	-100%	-100%	-0.1
Robbery		1	0	1	0	1	0%	N/A	0.0
Sexual Assaults		10	9	11	6	4	-60%	-33%	-1.5
Other Sexual Offences		1	0	6	3	6	500%	100%	1.3
Assault		37	46	46	61	51	38%	-16%	4.3
Kidnapping/Hostage/Abduction		0	2	0	0	1	N/A	N/A	0.0
Extortion		1	1	3	4	0	-100%	-100%	0.1
Criminal Harassment		10	13	17	22	16	60%	-27%	2.1
Uttering Threats		13	14	19	14	23	77%	64%	2.0
TOTAL PERSONS		74	85	103	111	102	38%	-8%	8.2
Break & Enter		42	35	36	33	33	-21%	0%	-2.0
Theft of Motor Vehicle		44	31	41	31	32	-27%	3%	-2.4
Theft Over \$5,000		10	6	6	6	4	-60%	-33%	-1.2
Theft Under \$5,000		56	57	58	50	44	-21%	-12%	-3.1
Possn Stn Goods		34	15	37	17	36	6%	112%	0.6
Fraud		20	18	31	29	26	30%	-10%	2.3
Arson		4	4	1	5	4	0%	-20%	0.1
Mischief - Damage To Property		63	43	63	43	36	-43%	-16%	-5.4
Mischief - Other		35	29	33	31	41	17%	32%	1.4
TOTAL PROPERTY		308	238	306	245	256	-17%	4%	-9.7
Offensive Weapons		7	4	4	13	13	86%	0%	2.1
Disturbing the peace		13	20	29	30	28	115%	-7%	4.0
Fail to Comply & Breaches		20	24	21	22	57	185%	159%	7.2
OTHER CRIMINAL CODE		13	15	16	30	37	185%	23%	6.3
TOTAL OTHER CRIMINAL CODE		53	63	70	95	135	155%	42%	19.6
TOTAL CRIMINAL CODE		435	386	479	451	493	13%	9%	18.1



Morinville Provincial Detachment

Crime Statistics (Actual)

July - September: 2021 - 2025

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

October 7, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	2	0	2	3	-25%	50%	-0.2
Drug Enforcement - Trafficking		2	4	0	3	2	0%	-33%	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		6	6	0	5	5	-17%	0%	-0.3
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		2	2	3	1	3	50%	200%	0.1
TOTAL FEDERAL		8	8	3	6	8	0%	33%	-0.2
Liquor Act		7	4	5	10	8	14%	-20%	0.8
Cannabis Act		0	1	2	3	1	N/A	-67%	0.4
Mental Health Act		49	41	38	46	38	-22%	-17%	-1.7
Other Provincial Stats		78	73	61	82	76	-3%	-7%	0.5
Total Provincial Stats		134	119	106	141	123	-8%	-13%	0.0
Municipal By-laws Traffic		2	2	1	3	6	200%	100%	0.9
Municipal By-laws		19	11	14	23	22	16%	-4%	1.8
Total Municipal		21	13	15	26	28	33%	8%	2.7
Fatals		4	2	0	0	1	-75%	N/A	-0.8
Injury MVC		22	26	18	22	20	-9%	-9%	-0.8
Property Damage MVC (Reportable)		78	72	94	64	54	-31%	-16%	-5.6
Property Damage MVC (Non Reportable)		10	12	12	13	26	160%	100%	3.3
TOTAL MVC		114	112	124	99	101	-11%	2%	-3.9
Roadside Suspension - Alcohol (Prov)		15	7	9	13	3	-80%	-77%	-1.8
Roadside Suspension - Drugs (Prov)		2	0	0	0	0	-100%	N/A	-0.4
Total Provincial Traffic		810	612	631	744	570	-30%	-23%	-34.8
Other Traffic		3	5	5	0	3	0%	N/A	-0.5
Criminal Code Traffic		39	26	26	26	33	-15%	27%	-1.2
Common Police Activities									
False Alarms		28	23	32	33	40	43%	21%	3.4
False/Abandoned 911 Call and 911 Act		42	1	11	14	13	-69%	-7%	-4.5
Suspicious Person/Vehicle/Property		134	124	128	175	135	1%	-23%	5.3
Persons Reported Missing		22	25	7	14	16	-27%	14%	-2.3
Search Warrants		0	0	0	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		64	60	68	48	62	-3%	29%	-1.6
Form 10 (MHA) (Reported)		5	2	2	0	2	-60%	N/A	-0.8



Morinville RCMP 2nd Quarter Report

S/Sgt. Darcy McGunigal
Detachment Commander
Morinville R.C.M.P.



Royal Canadian Mounted Police Gendarmerie royale du Canada

Canada

Purpose

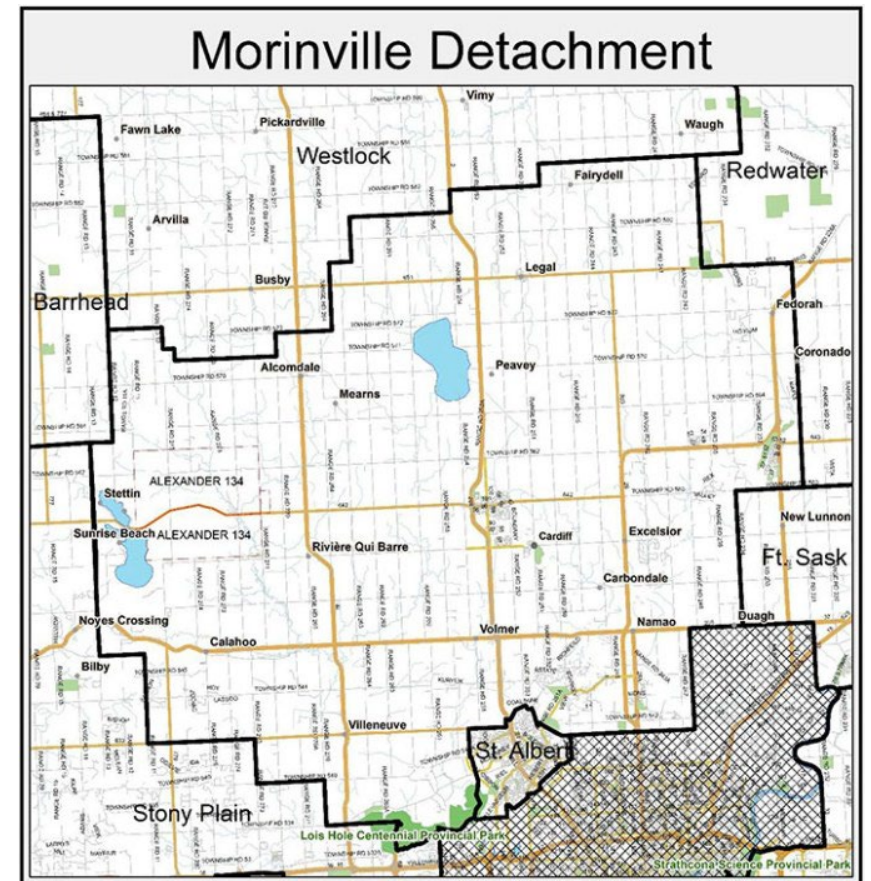
To provide an update to Council on the operations of the Morinville RCMP Detachment.



Jurisdiction and Call Volume

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

- Alexander First Nation
- Sturgeon County
- Town of Bon Accord
- Town of Gibbons
- Town of Legal
- Town of Morinville



Human Resources

Morinville Detachment is comprised of 40 personnel:

- 1 Staff Sergeant
- 1 Sergeant
- 5 Corporals
- 18 (+1) Constables including the School Resource Officer
- 4 Public Service Employees
- 4 Town of Morinville Full Time Employees
- 5 Town of Morinville Casual Employees
- 1 Reservist Constable

RCMP Morinville Detachment 2025/26 Policing Priorities

1. Property Crime Reduction
2. Community Engagement
3. Police Visibility



1. Property Crime Reduction

Objective:

- 15 % annual reduction of Vehicle Thefts and Break and Enters

Initiatives:

- Targeted Specialized Investigations
Proactive projects led by GIS using covert investigations.
- Crime Prevention
Public awareness and education sessions on theft prevention measures.
- Habitual Offender Management
Organized monitoring of repeat property offenders. Efficient process for arrests.

Progress:

- 18% total reduction in vehicle thefts from 78 to 64 (Apr 1 – Sept 30)
- 15.5% total reduction in break-ins from 84 to 71 (Apr 1 – Sept 30)

2. Community Engagement

Objective:

- Promoting positive engagement between police and community.

Initiatives:

- **School Engagement**

Increased School Resource Officer presence in all schools.

- **Communications Strategy**

Monthly policing updates to the public, in collaboration with municipalities.

- **Community Events**

Regular involvement in community events. Establishment of a Positive Ticketing program.

- **Alexander First Nation**

Operations NCO to act as dedicated liaison to AFN and their specific needs.

2. Community Engagement

Progress:

- Canada Day Festivities
- Youth Emergency Services Academy
- School Resource Officer Program
- 170 Positive Tickets handed out over the Summer, 156 more in September.



3. Police Visibility

Objective:

- Increased police visibility in public

Initiatives:

- Joint Operations
Collaboration with Municipal Enforcement, Military Police, and Alberta Sheriffs.
- RAVE Program
Regular updates on incidents in progress along with weekly activity summaries.

Progress:

- Monthly traffic operations with partner agencies
- RAVE Bulletins on weekly policing activity and immediate notifications
- Monthly police roundups to the municipalities

Morinville Detachment Crime Statistics

Town of Bon Accord

OFFENCE	Quarter 2 (July 1 to Sept 30)	Quarter 2 (2024 Comparison)	Year to Date (April 1 to June 30)
Mental Health Act	3	4	10
RPACT Referrals	0	0	0
Break and Enter (Residential)	0	1	0
Break and Enter (Commercial)	1	1	1
Theft of Vehicles	0	3	0
Fraud	2	5	2
Suspicious Persons	9	9	18

Morinville Detachment Crime Statistics

Town of Bon Accord

Total RCMP Calls for Service with the Town of Bon Accord

Quarter 2 (July 1 to Sept 30): 96

Previous Quarter (Apr 1 to Jun 30): 102

Year to Date (April 1 to Sept 30): 198

2024/25 Quarter 2 Comparison (Apr 1 to Sept 30): 80

2024/25 Year to Date Comparison (April 1 to Jun 30): 175

Notable Investigations

July 4: Complaint of break and enter to two residences at Sandy Beach. Investigation led to the arrest of a 31 y.o. female from Edmonton who is charged with two counts of break and enter, one count of property damage, and two counts of theft.

July 7: Complaint of suspicious activity near TR 572 north of Bon Accord. Police arrested two suspects in two stolen pickup trucks – one stolen from Grande Prairie and the other stolen from Leduc. 32 y.o. male charged with possessing break-in instruments, possession of a dangerous weapon, five counts of possessing stolen property, and five counts of failing to comply with previous release conditions. Sentenced to 645 days in custody. 28 y.o. female charged with possessing break-in instruments, possession of a dangerous weapon, five counts of possessing stolen property, and six counts of failing to comply with previous release conditions.

July 9: Report of break and enter in progress at the CN rail yard west of Morinville. Suspects fled from the scene but arrested soon after. 41 y.o. male and 44 y.o. female charged with possessing break-in instruments, break and enter, theft, possessing stolen property and obstructing a police officer.

Notable Investigations

July 14: Complaint of fraud near Riviere Qui Barre. Couple defrauded of \$4,500 by suspect selling a truck to them that had been stolen. 38 y.o. male charged with two counts of fraud, two counts of forgery, and theft.

July 15: Traffic stop during late night patrol in Gibbons. Suspect vehicle fled at high rate of speed on Highway 28A before fleeing on foot. Arrested soon after with support from air services and spike belt. Vehicle was stolen from Goodfish Lake. 29 y.o. male charged with flight from police, refusing a breath demand, possessing stolen property, and failing to comply with previous release conditions.

July 24: Several complaints of Amazon delivery packages stolen from front porches in the Sturgeon Valley area. Suspect was located and arrested later that morning in possession of the stolen items. 38 y.o. male charged with five counts of theft.

July 25: Call of suspicious activity in Legal near a storage facility led to arrest of 37 y.o. male charged with possession of break-in instruments.

Notable Investigations

July 25: Complaint of credit card fraud of over \$700 at a business in Gibbons. Investigation led to charges against a 42 y.o. female who is charged with one count of fraud.

July 29: Late night patrol in Gibbons located a stolen truck at a gas station in Gibbons. Officer attempted to arrest the occupants when driver reversed the vehicle, dragging the officer before hitting a tree. Four occupants arrested and a saw off shotgun and crystal meth seized. 42 y.o. male driver charged with assaulting a police officer, driving while prohibited, drug possession, possession of stolen property, four weapons related charges, and four counts of failing to comply with previous release conditions. 34 y.o. female charged with possessing a forged document, drug possession, four weapons related charges, and two counts of possessing stolen property. 38 y.o. male charged with possessing stolen property, four weapons related charges, and three counts of failing to comply with previous release conditions.

August 5: Stolen property trafficking investigation led to search warrant at residence in Sandy Beach. Several stolen vehicles and licence plates were recovered with a small amount of methamphetamine. A 27 y.o. male who had fled was arrested and charged with flight from police, trafficking stolen property, and several counts of possessing stolen property.

Notable Investigations

August 7: Late night traffic stop on Highway 642 near Alexander led to seizure of a sawed off rifle. 36 y.o. male charged with possession of a dangerous weapon. Sentenced to 90 days in custody.

August 17: Late night traffic stop on Highway 642 near Alexander. Car stolen from Edmonton. Several knives and a machete also seized. 35 y.o. female charged with possessing stolen property, possession of a dangerous weapon, and possession of break-in instruments.

September 7: Complaint of theft from a store in Calahoo. Suspects arrested soon after on Alexander in an SUV stolen from Edmonton. 33 y.o. female charged with theft and possessing stolen property. 28 y.o. male charged with possessing stolen property.

September 8: Report of suspicious activity on Range Road 242 north of Bon Accord. Police found two suspects in the process of stripping a truck that was stolen from Edmonton Airport. Both suspects fled on foot but were arrested soon after with assistance of RPAS drone. 29 y.o. male charged with possessing stolen property, property damage, and failing to comply with previous release conditions. 39 y.o. male charged with resisting arrest, possessing stolen property, property damage, and failing to comply with previous release conditions.

Notable Investigations

September 10: Complaint of suspicious activity south of Villeneuve. Police arrested two suspects passed out in a truck stolen from Innisfail. A stolen trailer with a stolen ATV were being pulled. An illegal taser was also seized. 47 y.o. male charged with 11 total charges including possessing stolen property, possessing break-in instruments, and weapons related charges. 27 y.o. male charged with 13 total charges including possessing stolen property, possessing break-in instruments, weapons related charges, and breach of probation.

September 11: Police arrested man intentionally setting fire to grass in the ditch of Highway 2 north of St. Albert. 39 year-old man charged with arson

September 17: Report of disturbance in Bon Accord led to search warrant of a residence and seizure of fentanyl, crack cocaine, methamphetamine, unstamped cigarettes, a shotgun, taser, prohibited magazines, and three stolen vehicles. 30 y.o. man and 38 y.o. man charged with drug possession, drug trafficking, possessing stolen property, weapons related charges, and failing to comply with previous release conditions.

Notable Investigations

September 22: Single vehicle rollover on Highway 28 near Bon Accord. Truck reported stolen from Calgary, suspect fled on foot and arrested soon after with assistance from police dog. 34 y.o. male charged with impaired driving by drug, dangerous driving, driving while prohibited, resisting arrest, possession of stolen property, failing to remain at an accident, and two counts of failing to comply with prior release conditions.

September 30: Late night traffic stop in Gibbons. Seizure of crystal meth, a sawed-off rifle, several knives, and break-in tools. Five occupants arrested. A 32 y.o. female, a 34 y.o. male, a 34 y.o. female, a 37 y.o. male, and a 40 y.o. female charged with numerous drugs and weapons-related charges, possession of break-in instruments, obstructing police, identity fraud, and failing to comply with previous release conditions.

Questions?



TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	December 2, 2025
Presented by:	Falon Fayant, Corporate Services Manager
Title:	2026 Interim Budget Presentation
Agenda Item No.	6.1

BACKGROUND/PROPOSAL

The draft of the 2026 interim budget was presented at the November 26th committee of the whole meeting.

The final budget will need to be passed in the Spring, prior to passing the taxation bylaw.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The interim budget has been updated to include revenue from the LGFF operating grant to offset municipal planning services in the amount of \$12,784. This amount was included in the first draft but had not come through in the calculations.

The presentation also includes the 3-year operating plans and the 5 and 10 year capital plans.

STRATEGIC ALIGNMENT

Values Statement of Stewardship – Administration and Council embody the responsible planning and management of our resources.

COSTS/SOURCES OF FUNDING

NA

RECOMMENDED ACTION (by originator)

Resolution #1

THAT...Council approves the 2026 interim operating and capital budget as presented.

Resolution #2

THAT...Council accepts the 3-year operating plans and the 5- and 10-year capital plans as information.

2026 OPERATING & CAPITAL BUDGET

3-Year Operating Plans & 5- 10 Year Capital Budget

TOWN OF BON ACCORD



MISSION

TO PROMOTE AND IMPROVE OUR QUALITY OF LIVING, ENHANCE OUR SENSE OF COMMUNITY, AND PRESERVE THE INTEGRITY OF OUR HOMETOWN VALUES WHILE GROWING INTO A TOWN THAT IS DIVERSE, PROSPEROUS AND WELCOMING TO NEW RESIDENTS, BUSINESSES, AND VISITORS.

VISION

THE TOWN OF BON ACCORD PROMOTES A PROSPEROUS, RESIDENTIAL, AND INDUSTRIAL GROWTH COMMUNITY WHILE MAINTAINING A HOMETOWN FEELING.

VALUES

INTEGRITY

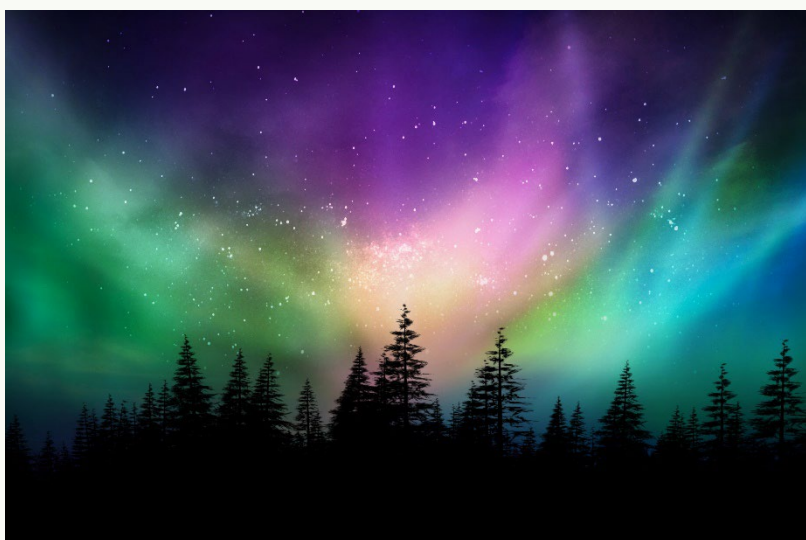
A Town of great moral character that promotes consistency, truthfulness, and trust.

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.

TRANSPARENCY

Open and accountable to our residents and encourage open communication.



COLLABORATION

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

STEWARDSHIP

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

SERVICE EXCELLENCE

Administration and Council strive for the highest standard of service delivery and governance.



Town of
Bon Accord
building for tomorrow

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Strategic Plan – Priorities

Priority #1 – Economy: The Town of Bon Accord is committed to achieving steady growth through residential, commercial, and industrial development.

Priority #2 -Community: The residents of Bon Accord live in a safe, connected, and attractive community.



Priority #3 – Infrastructure: The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

Priority #4—Identity: Bon Accord has a strong, positive identity as an environmentally progressive, family-oriented, welcoming community.

Priority #5 – Collaboration: The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

Long Term Strategy

The Town continues to advance its long-term planning efforts and evaluate sustainable funding strategies to support ongoing and future community needs.

Council and Administration regularly review the Town's operating and capital requirements, considering a variety of funding sources including tax revenue, grants, and accumulated surplus funds.



Key infrastructure priorities include road reconstruction, stormwater management improvements, and parks and recreation upgrades. As part of the Town's long-term financial strategy, consideration will be given to the use of available reserves and grant funding, as well as the implementation of a structured tax planning approach to ensure reserves are replenished over time.

Operational long-term strategies are focused on promoting financial sustainability and managed growth. These strategies aim to address inflationary pressures while maintaining service levels and supporting the timely replacement of aging infrastructure.

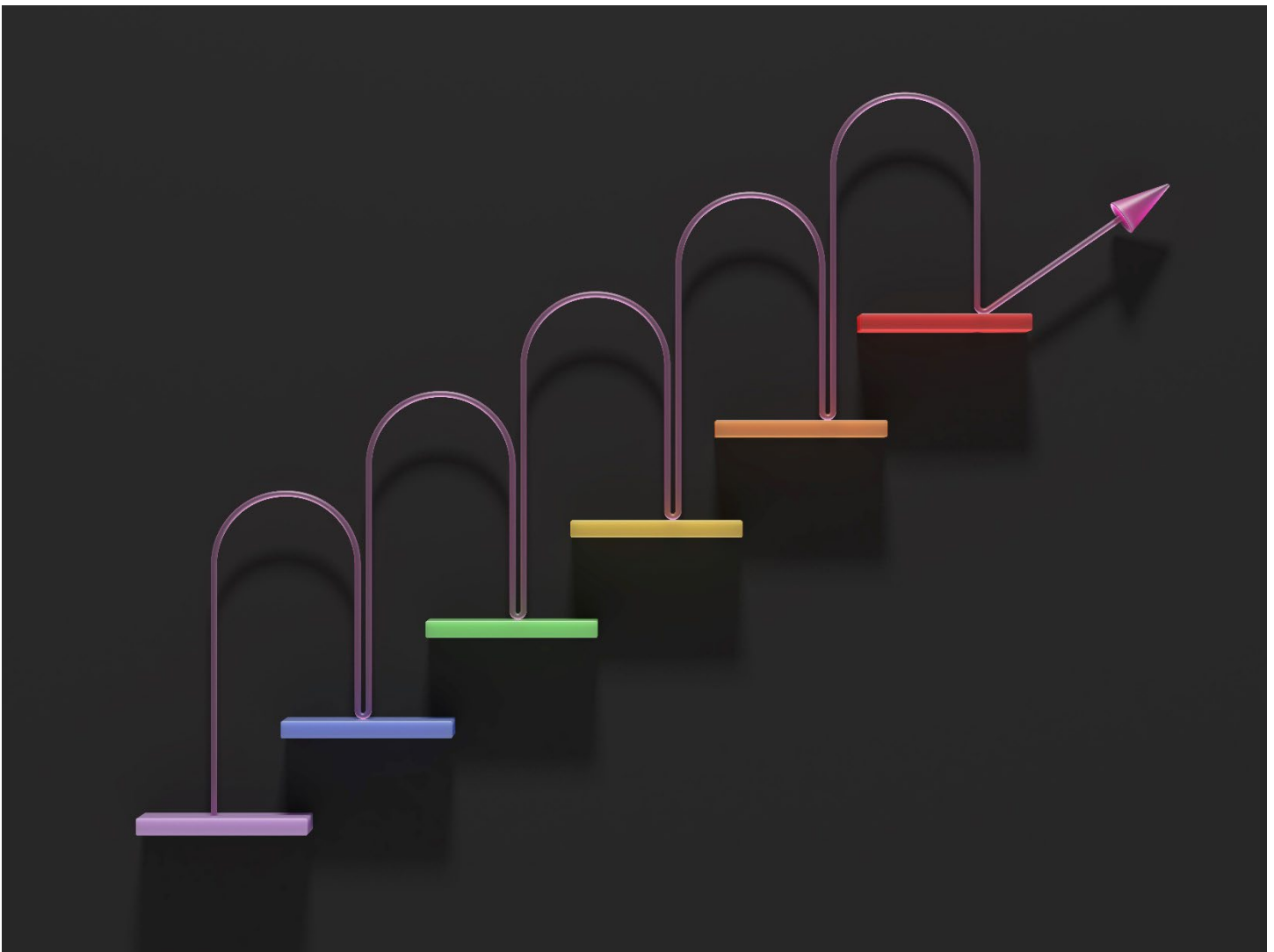
The Town's primary sources of revenue include property taxation, user fees and charges, grants, donations, sponsorships, and the strategic use of reserve funds.

3-Year Operating Plans

The Municipal Government Act (MGA) requires municipalities to create a three-year operating plan each year.

The purpose of this requirement is to help municipalities make decisions about budgeting, spending, and service delivery based on a long-term plan.

Unlike the budget, there is no requirement that the plans need to be balanced. This option allows for Council and administration to see projected deficits in the upcoming years and to optimize plans to mitigate these deficits.



Planning Challenges & Drivers

- It is difficult to determine what assessments will look like on a yearly basis; assessments impact the municipal tax levy.
- Inflation impacts the costs of providing services.
- The variable market prices of solar microgeneration.
- Aging infrastructure and increased maintenance costs.
- Reductions in provincial grant funding – provincial grant funding has decreased by 70% since 2017. The funding has slowly increased, but not to the same levels as previously.
- Limited sources of revenue – the Town's revenue sources are limited to taxes, franchise fees, grants, donations & sponsorships, and user fees for services such as utilities, tax certificates, etc. User fees are based on cost-recovery for the service provided.
- Grants and donations are competitive, and many have certain eligibility requirements and/or matching fund requirements.
- Balancing act between costs and revenue to maintain service levels and replace and repair aging infrastructure.
- Economic development strategies to grow the town.



Planning Assumptions

GRANTS:

- Assume that funding levels will remain fairly consistent.

UTILITIES:

- Continuing with user pay for utilities – this is the best recommended practice.
- The capital rate rider is maintained at the current rate to replenish reserves, but no increases to have less impact on residents.

EXPENSES:

- Assume that the inflation rate will continue to increase by at least 3%. Not all expense areas are affected.
- Assume the police funding costs remain the same or similar.
- Training and development for staff on a rotational basis; every other year for conferences.

INFRASTRUCTURE:

- Continuing to work on strategies to improve and replace aging infrastructure.

Municipal Services

Municipal services are fundamental to maintaining the safety, functionality, and overall quality of life in our community. Every dollar contributed through taxes, utility rates, fees, and charges is reinvested into services that residents rely on daily.

These services include water and wastewater systems, stormwater management, garbage collection, parks and recreation, fire protection, bylaw enforcement, and road maintenance. They are supported by critical capital infrastructure and responsible asset management. Together, they ensure public safety, protect property, support economic development, and contribute to a welcoming and vibrant community.

Investments in municipal services should be viewed as long-term community benefits rather than operational expenses. These investments provide tangible value to residents and local businesses. Without continued support, essential services such as clean drinking water, safe roads, emergency response, and recreational facilities would be at risk.

Although the municipality faces financial challenges from inflation, reduced grant availability, limited revenue sources, and aging infrastructure, continued investment remains essential. **Strategic adjustments to taxes, utility rates, fees, and charges help preserve service levels, maintain quality of life, and support long-term sustainability and growth.**



Wages & Contributions

One of a municipality's most significant assets is trained and knowledgeable staff to deliver programs and day-to-day services to residents and maintain essential infrastructure.

Employee compensation and adjustments are related to SERVICE EXCELLENCE.

The current projected 2026 FTEs (Full-time equivalent staff) is 16.17.

This includes 14.09 FTEs and 2.08 seasonal/temporary staff.

2025 Budgeted FTEs was 16.17

- Total Wages & Salaries (including Council) for 2026 is \$1,594,721.
- Total Wages and Salaries (including Council) for 2025 were \$1,528,691.

Wages & Contributions Changes projected for 2026:

- Given the current inflation, the initial projected interim budget includes a 2% cost-of-living adjustment for staff and council.

For comparison, other municipalities in the local area will be presenting the following COLA adjustments to Council during budget deliberations:

MUNICIPALITY	COLA PERCENTAGE
Morinville	3.5%
Redwater	1.7%
Legal	2.5%
Bruderheim	2.5%



SERVICE EXCELLENCE

Administration and Council strive for the highest standard of service delivery and governance.

Qualified, experienced, and dedicated staff drive service excellence.

To sustain this level of performance and retain skilled employees, modest annual cost-of-living and merit adjustments are essential. These adjustments:

- Support the retention of trained, knowledgeable staff, reducing turnover costs and protecting organizational capacity.
- Recognize employee accomplishments and reward high-quality customer service delivered to residents and businesses.
- Promote staff wellness, safety, and morale—key contributors to productivity and dependable service delivery.
- Position the Town as an employer of choice, enabling the recruitment and retention of high-performing employees who deliver consistent value to the community.

By investing in our people, we are investing in the continued quality, reliability, and efficiency of municipal services that residents rely on every day.



Council & Election

COUNCIL

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Revenue:					
TOTAL REVENUES	0	0	0	0	-
TOTAL EXPENSES	125,493	125,793	143,754	17,962	14%
Net Surplus (Deficit)	(125,493)	(125,793)	(143,754)	(17,962)	14%

Changes from the 2025 budget to the 2026 budget include the following:

- 2% COLA adjustment for Council
- An increase in mileage and subsistence for the FCM Conference.
- An increase in employer contributions – an analysis of the actuals for this expense has shown that the budget has been under-budget for the past few years.
- Removing the additional workshops/required orientation training following the election.
- Adding the allowance for Council's branded items per the policy – each councillor can choose to utilize their full \$200 allowance at any time during their term.

The Council 2026 interim budget includes the following:

- Fees and per diems for each councillor and the meetings and networking opportunities they attend.
- EOEP training courses.
- Mileage and registration for meetings, conferences, golf tournaments, and parades.
 - This year's Federation of Canadian Municipalities (FCM) Conference is in Edmonton. The budget allows for all of Council to attend.
- Council workshop.
- Cell phones (Mayor's contract through Bell Mobility and \$20 monthly allowance for each Councillors' personal cell phone use.
- Insurance allocation.
- Parade candy and council supplies.

**Town of Bon Accord
COUNCIL
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
Total Revenue		0	0	\$ -	#DIV/0!
Expenses:					
12-1100-130	COUNCIL - EMPLOYER CONTRIBUTIO	15,000	5,433	\$ 9,566.58	176%
12-1100-148	COUNCIL - TRAINING	2,050	2,050	\$ -	0%
12-1100-155	FEES- MAYOR	20,539	20,136	\$ 403.18	2%
12-1100-156	FEES- LAING	0	10,068	-\$ 10,068.00	-100%
12-1100-157	FEES - BIDNEY	10,269	10,068	\$ 200.58	2%
12-1100-159	FEES - MAY	10,269	10,068	\$ 200.58	2%
12-1100-160	FEES - LARSON	10,269	10,068	\$ 200.58	2%
12-1100-161	FEES - GALLANT	10,269	0	\$ 10,269.00	#DIV/0!
12-1100-165	PER DIEM - MAYOR	2,510	2,510	\$ -	0%
12-1100-166	PER DIEM - LAING	0	2,700	-\$ 2,700.00	-100%
12-1100-167	PER DIEM - BIDNEY	2,400	2,400	\$ -	0%
12-1100-169	PER DIEM - MAY	2,850	2,850	\$ -	0%
12-1100-170	PER DIEM - LARSON	2,550	2,550	\$ -	0%
12-1100-171	PER DIEM - ALL COUNCIL	5,000	5,000	\$ -	0%
12-1100-172	PER DIEM - GALLANT	2,700	0	\$ 2,700.00	#DIV/0!
12-1100-211	MILEAGE & SUBSISTENCE	11,481	8,624	\$ 2,857.00	33%
12-1100-212	COUNCIL WORKSHOP	1,000	2,500	-\$ 1,500.00	-60%
12-1100-217	TELEPHONE	1,547	1,547	\$ -	0%
12-1100-228	MEMBERSHIP & REGISTRATION	17,775	13,115	\$ 4,660.00	36%
12-1100-237	INSURANCE	2,935	2,667	\$ 268.00	10%
12-1100-240	CONTRACTED SERVICES	4,416	4,562	-\$ 146.00	-3%
12-1100-590	COUNCIL SUPPLIES	2,600	2,600	\$ -	0%
12-1100-591	STAFF & COUNCIL RECOGNITION	5,325	4,275	\$ 1,050.00	25%
Total Expenses		143,754	125,793	\$ 17,961.50	14%
Balance		(143,754)	(125,793)	-\$ 17,961.50	14%

COUNCIL - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
Total Revenue	-	-	-	-	-	-
Expenses:						
COUNCIL - FEES & PER DIEMS	90,275	85,902	96,675	98,310	99,875	101,471
COUNCIL - TRAINING & OTHER	6,170	11,124	12,481	14,000	14,000	14,000
STAFFING COSTS - TRAINING & OTHER	4,785	4,275	5,325	5,325	5,325	5,325
CONTRACTED SERVICES & RENTALS	4,175	4,562	4,416	4,420	4,420	4,420
GOODS & SUPPLIES	2,848	2,600	2,600	2,600	2,600	2,600
INSURANCE	2,451	2,667	2,935	3,229	3,551	3,906
MEMBERSHIP & REGISTRATION	12,948	13,115	17,775	18,000	18,000	18,000
UTILITIES	1,841	1,547	1,547	1,547	1,547	1,547
Total Expenses	125,493	125,793	143,754	147,430	149,318	151,270
Net Surplus (deficit)	(125,493)	(125,793)	(143,754)	(147,430)	(149,318)	(151,270)

ELECTION

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Revenue:					
TOTAL REVENUES		0	0	0	0%
TOTAL EXPENSES		2,000	2,000	0	-
Net Surplus (Deficit)		(2,000)	(2,000)	0	-

**Town of Bon Accord
ELECTION
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
Total Revenue		0	0	0	#DIV/0!
Expenses:					
1-2-1920-221	ELECTION - ADVERTISING	650	650	0	0%
1-2-1920-241	ELECTION - FEES	450	450	0	0%
1-2-1920-590	ELECTION - SUPPLIES	900	900	0	0%
Total Expenses		2,000	2,000	0	0%
Balance		(2,000)	(2,000)	0	0%

ELECTION - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
Total Revenue		-	-	-	-	-
Expenses:						
CONTRACTED SERVICES & RENTALS	-	650	650	650	650	650
GOODS & SUPPLIES	-	900	900	900	900	900
PROFESSIONAL FEES	-	450	450	450	450	450
Total Expenses		2,000	2,000	2,000	2,000	2,000
Balance		- 2,000	- 2,000	- 2,000	- 2,000	- 2,000

Administration

ADMINISTRATION

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	42,686	23,890	17,390	(6,500) -	2
TOTAL EXPENSES	632,394	680,287	704,359	24,072	4%
Net Surplus (Deficit)	(589,707)	(656,397)	(686,969)	(30,572)	5%

The Administration 2026 interim budget changes include:

- No transfer from reserves or provincial grant allocations. 2025 included a transfer from reserves for the duct cleaning, and the provincial grant was an allocation of LGFF operating funding to purchase the accounts payable cheque printer.
- Minimal conferences and training for staff have been included in the budget.
- Audited services (per agreement) and insurance premiums have increased.
- Contracted services have increased for IT managed services, cleaning services, and the Town's accounting (ERP) software (per agreement).
- Building maintenance has increased and includes funding for floor replacement in the front desk area and the two front bathrooms. The linoleum has a large bubble beneath it, which raises safety concerns.

The Administration 2026 interim budget includes the following:

- Revenue, which includes tax certificates, landfill permit replacement, and NSF fees.
- Postage and copies, office equipment leases and office supplies.
- Staff training and conferences for networking and increased knowledge.
- Utilities – cell phones, office phones, power, and gas.
- Audit \$14,150 and assessment services \$17,255.
- Cleaning services for Town office \$32,152
- Software annual fees: Munisight \$17,415, Canva
- Website allocation, Security, Land Titles, Banking fees.
- Building maintenance.

**Town of Bon Accord
ADMINISTRATION
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-1200-400	ADMIN - SALES OF GOODS/SERVICES	\$ 2,990	\$ 2,990	\$ -	0%
11-1200-560	ADMIN - RENTAL	\$ 14,400	\$ 14,400	\$ -	0%
11-1200-570	ADMIN - OTHER REVENUES	\$ -	\$ -	\$ -	#DIV/0!
11-1200-840	ADMIN - PROVINCIAL GRANT	\$ -	\$ 2,500	-\$ 2,500	-100%
11-1200-920	ADMIN - TRANSFER FROM RESERVES	\$ -	\$ 4,000	-\$ 4,000	-100%
Total Revenue		\$ 17,390	\$ 23,890	-\$ 6,500	-27%
Expenses:					
12-1200-110	ADMIN - SALARY/WAGES	\$ 338,853	\$ 327,228	\$ 11,625	4%
12-1200-130	ADMIN - EMPLOYERS CONTR.	\$ 86,775	\$ 85,735	\$ 1,040	1%
12-1200-148	ADMIN - TRAINING	\$ 5,280	\$ 4,000	\$ 1,280	32%
12-1200-211	ADMIN - TRAVEL AND SUBSISTENCE	\$ 3,390	\$ -	\$ 3,390	#DIV/0!
12-1200-216	ADMIN - POSTAGE	\$ 3,512	\$ 2,920	\$ 592	20%
12-1200-217	ADMIN - TELEPHONE & INTERNET	\$ 5,887	\$ 5,407	\$ 480	9%
12-1200-220	ADMIN - PUBLICATIONS/ADVERT/P.R	\$ 750	\$ 700	\$ 50	7%
12-1200-228	ADMIN - MEMBERSHIP & REG.	\$ 5,650	\$ 10,488	-\$ 4,838	-46%
12-1200-230	ADMIN - AUDIT	\$ 14,150	\$ 13,650	\$ 500	4%
12-1200-231	ADMIN - LEGAL	\$ 15,000	\$ 15,000	\$ -	0%
12-1200-237	ADMIN - INSURANCE	\$ 31,313	\$ 28,466	\$ 2,847	10%
12-1200-240	ADMIN - CONTRACTED SERVICES	\$ 81,444	\$ 74,871	\$ 6,573	9%
12-1200-251	ADMIN - BUILDING MAINTENANCE	\$ 11,000	\$ 9,000	\$ 2,000	22%
12-1200-260	ADMIN - RENTALS	\$ 3,680	\$ 3,515	\$ 165	5%
12-1200-351	ADMIN - ASSESSOR	\$ 17,255	\$ 16,857	\$ 398	2%
12-1200-543	ADMIN - NATURAL GAS	\$ 3,966	\$ 3,352	\$ 614	18%
12-1200-544	ADMIN - POWER	\$ 3,989	\$ 3,789	\$ 200	5%
12-1200-590	ADMIN - SUPPLIES	\$ 13,185	\$ 14,730	-\$ 1,545	-10%
12-1200-762	ADMIN - TRANSFER TO RESERVES	\$ -	\$ 11,000	-\$ 11,000	-100%
12-1200-764	RESERVE - FACILITY INFRASTRUCTUR	\$ 20,000	\$ 10,000	\$ 10,000	100%
12-1200-765	ADMIN - AMORTIZATION	\$ 30,000	\$ 30,000	\$ -	0%
12-1200-810	ADMIN - BANK CHARGES & SHORT TER	\$ 2,985	\$ 3,285	-\$ 300	-9%
12-1200-830	ADMIN - DEBENTURE	\$ 5,885	\$ 5,792	\$ 93	2%
12-1200-831	ADMIN - DEBENTURE INTEREST	\$ 410	\$ 503	-\$ 93	-18%
Total Expenses		\$ 704,359	\$ 680,287	\$ 24,072	4%
Balance		(686,969)	(656,397)	(30,572)	5%

ADMINISTRATION - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	21,218	17,390	17,390	17,400	17,400	17,400
TRANSFER FROM RESERVES	0	4,000	0	0	0	0
GRANTS	21,469	2,500	0	0	0	0
Total Revenue	42,686	23,890	17,390	17,400	17,400	17,400

Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	366,569	412,963	425,628	444,781	464,796	485,712
STAFFING COSTS - TRAINING & OTHER	7,912	4,000	8,670	9,650	9,650	9,650
CONTRACTED SERVICES & RENTALS	81,967	79,086	85,874	99,625	100,577	101,430
GOODS & SUPPLIES	13,702	14,730	13,185	13,185	13,185	13,185
INSURANCE	22,845	28,466	31,313	34,444	37,889	41,678
MEMBERSHIP & REGISTRATION	9,584	10,488	5,650	5,820	5,994	6,174
OTHER - FINANCE CHARGES	3,988	3,285	2,985	3,000	3,000	3,000
POSTAGE & COPIES	2,745	2,920	3,512	3,617	3,726	3,838
PROFESSIONAL FEES	35,816	45,507	46,405	46,450	47,250	47,700
REPAIRS & MAINTENANCE	2,437	9,000	11,000	10,000	10,000	10,000
UTILITIES	13,014	12,548	13,842	13,887	14,087	14,287
DEBENTURES	6,271	6,295	6,295	6,295	6,295	6,295
AMORTIZATION	34,153	30,000	30,000	30,000	30,000	30,000
TRANSFER TO RESERVES	31,390	21,000	20,000	20,000	20,000	20,000
Total Expenses	632,394	680,287	704,359	740,754	766,450	792,948

NET SURPLUS (DEFICIT)	(589,707)	(656,397)	(686,969)	(723,354)	(749,050)	(775,548)
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EV Chargers



EV CHARGERS

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUE	0	750	750	0	0%
TOTAL EXPENSES	0	7,425	7,252	(173)	-2%
Net Surplus (Deficit)	0	(6,675)	(6,502)	173	-3%

The EV Charger 2026 interim budget includes the following:

- Revenue from the level 3 EV charging stations.
- Data charges from Bell Mobility for Internet \$1,800.
- Annual maintenance and subscription fees from Evlution \$1,7,25.
- SIM card charges from Evlution \$2,500.

**Town of Bon Accord
EV CHARGERS
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
1-1-1300-400	EV CHARGERS - SALES	750	750		
Total Revenue		750	750	0	0%
Expenses:					
1-2-1300-221	EV CHARGERS - ADVERTISING	0	200	(200)	-100%
1-2-1300-240	EV CHARGERS - CONTRACTED SERVICES & FEES	6,052	6,025	27	0%
1-2-1300-590	EV CHARGERS - SUPPLIES	1,200	1,200	0	0%
Total Expenses		7,252	7,425	(173)	-2%
Balance		(6,502)	(6,675)	173	-3%

EV CHARGERS - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	2026	2027	2028	2029
Revenue:						
USER FEES	0	750	750	800	825	850
DONATIONS	0	0	0	0	0	0
TRANSFER FROM RESERVES	0	0	0	0	0	0
GRANTS	0	0	0	0	0	0
Total Revenue	0	750	750	800	825	850
Expenses:						
CONTRACTED SERVICES & RENTALS	0	200	0	0	0	0
GOODS & SUPPLIES	0	1,200	1,200	1,200	1,200	1,200
PROFESSIONAL FEES	0	6,025	6,052	6,052	6,052	6,052
REPAIRS & MAINTENANCE	0	0	0	0	0	0
Total Expenses	0	7,425	7,252	7,252	7,252	7,252
NET SURPLUS (DEFICIT)	0	(6,675)	(6,502)	(6,452)	(6,427)	(6,402)

Fire



FIRE

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	10,709	10,708	10,950	242	2%
Total Expenses	52,515	57,311	59,341	2,030	4%
Net Surplus (Deficit)	(41,807)	(46,603)	(48,391)	(1,788)	4%

The Fire 2026 interim budget changes include:

- Increase contracted fire support from Sturgeon County per the agreement by 2% or CPI, whichever is greater.
- Increase the fire hall rent, per the agreement 2% or CPI, whichever is greater.
- Parkland County Dispatch fees increased to \$2.31 per capita from \$2.26.

The Fire 2026 interim budget includes the following:

- Fire hall rental from Sturgeon County Agreement \$10,950.
- Fire services fees paid to Sturgeon County are \$31,998.
- Fire hall telephone and internet.
- Parkland County dispatch fees are \$3,532.
- Building maintenance.
- Power and gas utility allocation.
- Fire transfer to reserves to continue the capital plan for fire hydrant replacements.

Town of Bon Accord
FIRE
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-2300-850	FIRE HALL RENTAL	10,950	10,708	242	2%
Total Revenue		10,950	10,708	242	\$ 0.02
Expenses:					
12-2300-217	F.D. - TELEPHONE	791	479	312	65%
12-2300-240	F.D. - CONTRACTED SEVICES/MAINTENANCE	3,532	3,456	76	2%
12-2300-241	F.D. - CONTRACTED FIRE SUPPORT	31,998	30,905	1,093	4%
12-2300-243	F.D. BUILDING MAINTENANCE	6,000	6,500	(500)	-8%
12-2300-543	F.D. - UTILITIES - NATURAL GAS	3,500	2,957	543	18%
12-2300-544	F.D. - UTILITIES - POWER	3,520	3,014	506	17%
12-2300-764	F.D. - TRANSFER TO RESERVES	10,000	10,000	0	0%
Total Expenses		59,341	57,311	2,030	4%
Balance		(48,391)	(46,603)	(1,788)	4%

FIRE - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	10,709	10,708	10,950	11,279	11,617	11,965
Total Revenue	10,709	10,708	10,950	11,279	11,617	11,965
Expenses:						
CONTRACTED SERVICES & RENTALS	34,180	34,361	35,530	36,490	37,479	38,497
REPAIRS & MAINTENANCE	1,171	6,500	6,000	6,000	6,000	6,000
UTILITIES	7,165	6,450	7,811	7,886	7,941	7,981
TRANSFER TO RESERVES	10,000	10,000	10,000	10,000	10,000	10,000
Total Expenses	52,515	57,311	59,341	60,376	61,420	62,478
NET SURPLUS (DEFICIT)	(41,807)	(46,603)	(48,391)	(49,097)	(49,803)	(50,513)

Emergency Management



EMERGENCY MANAGEMENT

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue		0	0	0	-
Total Expenses	23,435	27,643	27,476	(167)	-1%
Net Surplus (Deficit)	(23,435)	(27,643)	(27,476)	167	-1%

The Emergency Management 2026 interim budget changes include:

- Removing the WorkHub upgrade from the 2025 budget.
- An increase in the SREMP membership.

The Emergency Management 2026 interim budget includes the following:

- SREMP membership – increase by 3% inflation \$6,200.
- Safety and first aid maintenance supplies.
- Salaries and wages allocations.

**Town of Bon Accord
EMERGENCY MANAGEMENT
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-2400-950	TRANSFER FROM RESERVES	0	0	0	#DIV/0!
Total Revenue		0	0	0	#DIV/0!
Expenses:					
12-2400-110	SALARIES	17,770	17,344	426	2%
12-2400-130	EMPLOYER CONTRIBUTION	2,756	2,741	15	1%
12-2400-148	DIS. SERV. - TRAINING	0	0	0	#DIV/0!
12-2400-211	DIS. SERV. - TRAVEL AND SUB	250	0	250	#DIV/0!
12-2400-228	DIS. SERV. - MEMBERSHIPS	6,200	7,058	(858)	-12%
12-2400-240	CONTRACTED SERVICES	0	0	0	#DIV/0!
12-2400-590	EM/ENVIRO SUPPLIES	500	500	0	0%
Total Expenses		27,476	27,643	(167)	-1%
Balance		(27,476)	(27,643)	167	-1%

EMERGENCY MANAGEMENT - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
Total Revenue	-	-	-	-	-	-
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	12,272	20,085	20,526	21,450	22,415	23,424
STAFFING COSTS - TRAINING & OTHER	0	0	250	250	250	250
CONTRACTED SERVICES & RENTALS	5,545	0	0	0	0	0
GOODS & SUPPLIES	4	500	500	500	500	500
MEMBERSHIP & REGISTRATION	5,613	7,058	6,200	6,324	6,450	6,579
Total Expenses	23,435	27,643	27,476	28,524	29,615	30,753
NET SURPLUS (DEFICIT)	(23,435)	(27,643)	(27,476)	(28,524)	(29,615)	(30,753)

Bylaw Services



BYLAW

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	48,562	48,322	49,050	728	2%
Total Expenses	130,449	142,698	141,426	(1,272)	-1%
Net Surplus (Deficit)	(81,887)	(94,376)	(92,376)	2,000	-2%

The Bylaw Services 2026 interim budget changes include:

- Inflationary increases to the Bylaw Services Agreement; increases are 2% or CPI, whichever is greater.
- Police funding model costs for 2026 have not yet been released. The budget estimates the same as 2025.

The Bylaw Services 2026 interim budget includes the following:

- Revenue which includes:
 - Fines distributions from the province.
 - Pet licenses.
 - A portion of the LGFF Operating grant to offset bylaw service costs.
- RCMP Police Funding, \$73,176.
- Bylaw services agreement, which includes animal control, \$46,000.
- Pet tag supplies.
- Legal fees.

**Town of Bon Accord
BYLAW
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-2600-400	BYLAW - REVENUES	1,500	1,500	0	0%
11-2600-530	BYLAW - ANIMAL LICENSE	1,550	1,550	0	0%
11-2600-840	BYLAW PROVINCIAL GRANT	46,000	45,272	728	2%
Total Revenue		49,050	48,322	728	2%
Expenses:					
12-2600-231	BYLAW-LEGAL	22,000	22,000	0	0%
12-2600-240	BYLAW - OTHER - CONTRACTED SERVICE	96,176	97,812	(1,636)	-2%
12-2600-241	BYLAW-ANIMAL-CONTRACTED SERVICE	23,000	22,636	364	2%
12-2600-590	BYLAW-ANIMAL-SUPPLIES	250	250	0	0%
Total Expenses		141,426	142,698	(1,272)	-1%
Balance		(92,376)	(94,376)	2,000	-2%

BYLAW - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	6,520	3,050	3,050	3,050	3,050	3,050
GRANTS	42,042	45,272	46,000	46,000	46,000	46,000
Total Revenue	48,562	48,322	49,050	49,050	49,050	49,050
Expenses:						
CONTRACTED SERVICES & RENTALS	122,699	120,448	119,176	122,751	126,434	130,227
GOODS & SUPPLIES	200	250	250	250	250	250
PROFESSIONAL FEES	7,550	22,000	22,000	15,000	15,000	15,000
Total Expenses	130,449	142,698	141,426	138,001	141,684	145,477
NET SURPLUS (DEFICIT)	(81,887)	(94,376)	(92,376)	(88,951)	(92,634)	(96,427)

Storm



STORM

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	0	48,500	0	(48,500)	-100%
TOTAL EXPENSES	51,732	117,980	60,539	(57,441)	-49%
Net Surplus (Deficit)	(51,732)	(69,480)	(60,539)	8,941	-13%

The Storm interim 2026 budget changes include the following:

- Remove the LGFF operating grant of \$45,000 and the budgeted expenses for the drainage study from 2025.
- Remove \$3,500 of reserve transfers for the stormwater park from 2025.

The Storm 2026 interim budget includes the following:

- Allocation of wages and contributions.
- Supplies for culverts and maintenance.
- Transfers to reserves.

Town of Bon Accord
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Operating Budget
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-3700-840	STORM SEWER - PROVINCIAL GRANT	0	45,000	(45,000)	-100%
11-3700-920	STORM SEWER - TRANSFER FROM RESERVES	0	3,500		
Total Revenue		0	48,500	(48,500)	-100%
Expenses:					
12-3700-110	STORM SEWER & DRAIN - SALARIES/WAGES	20,130	19,321	809	4%
12-3700-130	STORM SEWER & DRAIN - EMPLOYER CONTRIBU	5,113	4,862	251	5%
12-3700-240	STORM SEWER & DRAIN - CONTR.SERVICE	0	58,500	(58,500)	-100%
12-3700-520	STORM SEWER & DRAIN - PARTS	1,000	1,000	0	0%
12-3700-590	STORM SEWER & DRAIN - SUPPLIES	2,000	2,000	0	0%
12-3700-762	STORM SEWER & DRAINAGE CAPITAL	0	0	0	#DIV/0!
12-3700-764	STORM SEWER & DRAIN TRANSFER TO RESERV	22,296	22,296	0	0%
12-3700-765	STORM SEWER & DRAIN. - AMORTIZATION	10,000	10,000	0	0%
12-3700-830	STORM SEWER & DRAIN DEBENTURE	0	0	0	#DIV/0!
Total Expenses		60,539	117,980	(57,441)	#DIV/0!
Balance		(60,539)	(69,480)	8,941	-13%

STORM - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
TRANSFER FROM RESERVES	0	3,500	0	0	0	0
GRANTS	0	45,000	0	0	0	0
Total Revenue	0	48,500	0	0	0	0
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	19,647	24,184	25,243	26,379	27,566	28,806
CONTRACTED SERVICES & RENTALS	0	58,500	0	0	0	0
GOODS & SUPPLIES	595	3,000	3,000	3,000	3,000	3,000
AMORTIZATION	11,207	10,000	10,000	10,000	10,000	10,000
TRANSFER TO RESERVES	20,283	22,296	22,296	22,296	22,296	22,296
Total Expenses	51,732	117,980	60,539	61,675	62,862	64,102
NET SURPLUS (DEFICIT)	(51,732)	(69,480)	(60,539)	(61,675)	(62,862)	(64,102)

Roads



ROADS

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	11,175	13,256	13,250	(6)	0%
TOTAL EXPENSES	655,867	701,519	712,654	11,135	2%
Net Surplus (Deficit)	(644,692)	(688,263)	(699,404)	(11,141)	2%

The Roads 2026 interim budget changes include:

- Removal of the box vibrator in heavy truck repairs, \$5,000; this was completed in 2025.

The Roads 2026 interim budget includes the following:

- Revenue, which includes a portion of the LGFF operating grant to offset operations.
- GIS system allocation.
- Utilities – telephone, power, gas.
- Allocation for office equipment leases.
- Dust control and road sweeping.
- Asphalt patching and line painting.
- Spray patching and crack seal, gravel.
- Equipment and vehicle maintenance – snow blades, equipment repairs, etc.
- Sand and salt.
- Safety PPE.
- Fuel.

Town of Bon Accord
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2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-3200-830	PW - FEDERAL GRANTS	0	0	0	#DIV/0!
11-3200-840	PW - PROVINCIAL GRANTS	13,250	13,256	(6)	0%
11-3200-920	PW - TRANSFER FROM RESERVES	0	0	0	#DIV/0!
Total Revenue		13,250	13,256	(6)	0%
Expenses:					
12-3200-110	ROADS - SALARIES/WAGES	142,454	136,910	5,544	4%
12-3200-130	ROADS - EMPLOYER CONT.	36,992	36,488	504	1%
12-3200-148	ROADS - TRAINING	1,200	1,167	33	3%
12-3200-211	ROADS - TRAVEL/SUBSISTENCE	0	0	0	#DIV/0!
12-3200-217	ROADS - TELEPHONE & INTERNET	1,930	1,450	480	33%
12-3200-218	ROADS - POSTAGE	878	730	148	20%
12-3200-228	ROADS - MEMBERSHIP & REG.	0	0	0	#DIV/0!
12-3200-237	ROADS - INSURANCE	16,202	14,728	1,474	10%
12-3200-240	ROADS - CONTRACTED SERVICES/MAINT.	73,280	71,861	1,419	2%
12-3200-241	ROADS - SNOW REMOVAL	9,000	9,000	0	0%
12-3200-251	ROADS - ASPHALT/CONCRETE/GRAVEL/SAND.S	33,000	32,500	500	2%
12-3200-260	ROADS - RENTAL	223	216	7	3%
12-3200-521	ROADS- LT TRUCK	4,000	4,000	0	0%
12-3200-522	ROADS- HEAVY TRUCK	5,000	10,000	(5,000)	-50%
12-3200-523	ROADS- HEAVY EQUIPMENT	5,500	5,500	0	0%
12-3200-530	ROADS - GAS, PROPANE & OIL	28,550	28,550	0	0%
12-3200-543	ROADS - NATURAL GAS	5,298	4,865	433	9%
12-3200-544	ROADS - POWER	98,639	92,053	6,586	7%
12-3200-590	ROADS - MATERIALS/SUPPLIES	15,122	15,115	7	0%
12-3200-591	SAFETY/CLOTHING/BOOTS	2,500	2,500	0	0%
12-3200-762	ROADS - CAPITAL	0	0	0	#DIV/0!
12-3200-764	ROADS - TRANSFER TO RESERVE	25,000	25,000	0	0%
12-3200-765	ROADS - AMORTIZATION	189,000	190,000	(1,000)	-1%
12-3200-830	ROADS - DEBENTURE	17,655	17,377	278	2%
12-3200-831	ROADS - DEBENTURE INTEREST	1,231	1,508	(277)	-18%
Total Expenses		712,654	701,519	11,135	2%
Balance		(699,404)	(688,263)	(11,141)	2%

ROADS - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
GRANTS	11,175	13,256	13,250	13,250	13,250	13,250
Total Revenue	11,175	13,256	13,250	13,250	13,250	13,250
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	160,713	173,398	179,446	187,521	195,960	204,778
STAFFING COSTS - TRAINING & OTHER	1,863	1,167	1,200	1,200	1,200	1,200
CONTRACTED SERVICES & RENTALS	45,102	81,077	82,503	82,530	82,530	82,530
FUEL	24,656	28,550	28,550	29,692	30,880	32,115
GOODS & SUPPLIES	28,650	50,115	50,622	53,454	56,490	59,748
INSURANCE	18,550	14,728	16,202	17,822	19,604	21,565
MEMBERSHIP & REGISTRATION	818	0	0	0	0	0
POSTAGE & COPIES	633	730	878	878	878	878
REPAIRS & MAINTENANCE	6,385	19,500	14,500	14,500	14,500	14,500
UTILITIES	100,886	98,369	105,867	108,828	111,926	115,115
BAD DEBTS	0	0	0	0	0	0
DEBENTURES	18,812	18,886	18,886	18,886	18,886	18,886
AMORTIZATION	223,800	190,000	189,000	189,000	188,000	187,000
TRANSFER TO RESERVES	25,000	25,000	25,000	25,000	25,000	25,000
Total Expenses	655,867	701,519	712,654	729,312	745,854	763,315
NET SURPLUS (DEFICIT)	(644,692)	(688,263)	(699,404)	(716,062)	(732,604)	(750,065)

Water

WATER

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	566,659	567,943	603,513	35,570	6%
TOTAL EXPENSES	715,029	723,263	723,445	182	0.0%
Net Surplus (Deficit)	(148,369)	(155,320)	(119,932)	35,388	-23%

The Water 2026 interim budget change includes:

- Water purchases – the Capital Region Water commission is projecting a no change to their water rate, remaining at \$1.483/m3.
- The budget reflects a water rate increase to residents from \$3.30/m3 to \$3.75/m3. This allows for full cost recovery/user pay for the water department (*before amortization*).
 - To maintain reliable, safe, and sustainable water services, it is essential to implement full cost recovery. This ensures that user rates reflect the true cost of delivering the service, including operations, maintenance, infrastructure replacement, and regulatory compliance. Full cost recovery reduces reliance on limited tax dollars, promotes long-term asset management, and protects the Town from future financial risk. It supports responsible stewardship of water resources and ensures consistent service quality for residents and businesses. *Water rates have not increased for residents since 2020.*

The Water 2026 interim budget includes the following:

- Revenue, which includes sales of water and penalties and bulk water and an allocation of the LGFF operating grant to offset operations.
- Staff training for certifications.
- Utilities – telephone, power, gas; Flowpoint service charges for bulk water customer transactions.
- Munisight GIS services allocation.
- Office equipment lease allocations.
- Parts for repairs and maintenance.
- Water meters and mxu's.

Town of Bon Accord
WATER
Operating Budget
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-4100-400	WATER -SALES OF GOODS /SERVICES	392,813	353,805	39,008	11%
11-4100-401	WATER - CONNECTION FEES	750	750	0	0%
11-4100-402	WATER - TRUCKFILL SALES	190,000	193,432	(3,432)	-2%
11-4100-590	WATER -PENALTIES	6,700	6,700	0	0%
11-4100-830	WATER - FEDERAL GRANT	0	0	0	#DIV/0!
11-4100-840	WATER - PROVINCIAL GRANT	13,250	13,256	(6)	0%
11-4100-920	WATER - TRANSFER FROM RESERVES/LOAN	0	0	0	#DIV/0!
Total Revenue		603,513	567,943	35,570	6%
Expenses:					
12-4100-110	WATER - SALARIES	120,067	115,152	4,915	4%
12-4100-130	WATER - EMPLOYER CONTRIB.	30,117	29,698	419	1%
12-4100-148	WATER - TRAINING	1,200	1,167	33	3%
12-4100-211	WATER - TRAVEL /SUB	0	0	0	#DIV/0!
12-4100-216	WATER - POSTAGE	878	730	148	20%
12-4100-217	WATER - TELEPHONE & INTERNET	2,970	2,730	240	9%
12-4100-228	WATER - MEMBERSHIP & REG.	490	477	13	3%
12-4100-237	WATER - INSURANCE	8,743	7,948	795	10%
12-4100-240	WATER - CONTRACTED SERVICES/MAINT.	63,133	61,728	1,405	2%
12-4100-260	WATER - RENTAL	422	406	16	4%
12-4100-520	WATER -PARTS	14,000	14,000	0	0%
12-4100-530	WATER - GAS, PROPANE & OIL	0	0	0	#DIV/0!
12-4100-540	WATER - WATER PURCHASED NE REGIONAL	185,934	192,699	(6,765)	-4%
12-4100-543	WATER - NATURAL GAS	4,932	4,177	755	18%
12-4100-544	WATER - POWER	22,278	23,062	(784)	-3%
12-4100-590	WATER - SUPPLIES	4,445	4,453	(8)	0%
12-4100-762	WATER - TRANSFER TO CAPITAL	0	0	0	#DIV/0!
12-4100-764	WATER - TRANSFER TO RESERVES	38,444	38,444	0	0%
12-4100-765	WATER - AMORTIZATION	119,000	120,000	(1,000)	-1%
12-4100-830	WATER - DEBENTURE PAYMENTS	87,633	85,124	2,509	3%
12-4100-831	WATER - DEBENTURE INTEREST	18,759	21,268	(2,509)	-12%
12-4100-990	WATER - BAD DEBTS	0	0	0	#DIV/0!
Total Expenses		723,445	723,263	182	0%
Balance		(119,932)	(155,320)	35,388	-23%

WATER - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	545,259	554,687	590,263	600,697	607,131	613,566
GRANTS	21,400	13,256	13,250	13,250	13,250	13,250
Total Revenue	566,659	567,943	603,513	613,947	620,381	626,816
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	131,273	144,850	150,184	156,942	164,005	171,385
STAFFING COSTS - TRAINING & OTHER	190	1,167	1,200	1,200	1,200	1,200
CONTRACTED SERVICES & RENTALS	45,961	62,134	63,555	65,422	65,422	65,422
FUEL	2,463	0	0	0	0	0
GOODS & SUPPLIES	3,785	18,453	18,445	19,183	19,950	20,748
INSURANCE	8,307	7,948	8,743	9,093	9,456	9,835
MEMBERSHIP & REGISTRATION	248	477	490	500	500	500
OTHER - UTILITY SUPPLY PURCHASES	206,771	192,699	185,934	189,695	189,695	189,695
POSTAGE & COPIES	633	730	878	878	878	878
UTILITIES	31,530	29,969	30,180	30,470	30,620	30,720
DEBENTURES	105,686	106,392	106,392	106,392	106,392	106,392
AMORTIZATION	143,639	120,000	119,000	119,000	119,000	119,000
TRANSFER TO RESERVES	34,544	38,444	38,444	38,444	38,444	38,444
Total Expenses	715,029	723,263	723,445	737,219	745,563	754,219
NET SURPLUS (DEFICIT)	(148,369)	(155,320)	(119,932)	(123,272)	(125,181)	(127,403)

Sewer

SEWER

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	355,594	380,370	487,796	107,426	28%
TOTAL EXPENSES	456,921	526,258	634,869	108,611	21%
Net Surplus (Deficit)	(101,328)	(145,887)	(147,073)	(1,186)	1%

The Sewer 2026 interim budget changes include:

- The Arrow Utilities rate will increase to \$2.75/m³ from \$2.05/m³.
- The budget reflects a wastewater rate increase to residents from \$3.58/m³ to \$4.53/m³. While this is not enough for a full cost recovery/user pay for the water department (*before amortization*), it helps alleviate the rising costs.
 - To safeguard public health, protect the environment, and ensure reliable wastewater collection and treatment, full cost recovery for sewer services is necessary. Aligning user rates with the true cost of operations, maintenance, regulatory compliance, and long-term infrastructure replacement reduces dependency on tax subsidies and supports sustainable service delivery. Full cost recovery promotes responsible financial planning, protects the Town from future liabilities, and ensures consistent and effective wastewater management for all users.
- Lift station inspection (due every two years) and parts and service to respond to required OH&S safety standard upgrades, \$24,000; offset by LGFF operating funding.
- Bench repair at sanitary manhole 104 (removed in 2025), \$4,000; offset by LGFF operating funding.
 - This repair has been required for several years but has been deferred. Continued postponement increases the risk of rising repair costs and potential infrastructure failure, potentially leading to higher remediation expenses and service disruption.

The Sewer 2026 interim budget includes the following:

- Revenue, which includes sewer sales and penalties.
- Utilities – telephone, water, gas.
- Staff training for certifications.
- Munisight GIS allocation.
- Main and service line inspection and repair.
- Camera lines and re-line.
- Wet well cleaning.
- Office equipment lease allocation.
- Supplies for repair and maintenance, gas monitors and calibration.
- Transfer to reserves, including funds from capital rate rider.



Town of Bon Accord
SEWER
Operating Budget
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-4200-400	SEWER - SALES OF GOODS/SERVICES	459,196	379,770	79,426	21%
11-4200-401	SEWER - CONNECTION FEES	600	600	0	0%
11-4200-590	SEWER PENALTIES	0	0	0	#DIV/0!
11-4200-840	SEWER - PROVINCIAL GRANTS	28,000	0	28,000	#DIV/0!
11-4200-920	SEWER - TRANSFER FROM RESERVES	0	0	0	#DIV/0!
Total Revenue		487,796	380,370	107,426	28%
Expenses:					
12-4200-110	SAN. SEWER - SALARY/WAGES	95,733	91,414	4,319	5%
12-4200-130	SAN. SEWER - EMP. CONTRIB.	23,380	22,088	1,292	6%
12-4200-148	SAN. SEWER - TRAINING	1,200	1,167	33	3%
12-4200-211	SAN. SEWER - TRAVEL/SUBSISTENCE	0	0	0	#DIV/0!
12-4200-216	SAN. SEWER - POSTAGE	878	730	148	20%
12-4200-217	SAN. SEWER - TELEPHONE & INTERNET	3,490	3,250	240	7%
12-4200-228	SAN. SEWER - MEMBERSHIP & REG.	0	0	0	#DIV/0!
12-4200-237	SAN. SEWER - INSURANCE	2,990	2,718	272	10%
12-4200-240	SAN. SEWER - CONTRACTED SERVICES/MAINT	90,192	66,026	24,166	37%
12-4200-260	SAN. SEWER - RENTAL	422	406	16	4%
12-4200-520	SAN. SEWER - PARTS	2,500	7,500	(5,000)	-67%
12-4200-540	SAN. SEWER - ACRWC PUMP/TREAT	244,668	178,205	66,463	37%
12-4200-543	SAN. SEWER - NATURAL GAS	3,883	3,589	294	8%
12-4200-544	SAN. SEWER - POWER	17,907	16,529	1,378	8%
12-4200-590	SAN. SEWER - MATERIALS/SUPPLIES	4,444	4,453	(9)	0%
12-4200-762	SAN. SEWER - TRANSFER TO CAPITAL	0	0	0	#DIV/0!
12-4200-764	SAN. SEWER - TRANSFERS TO RESERVE	42,296	27,296	15,000	55%
12-4200-765	SAN. SEWER - AMORTIZATION	82,000	82,000	0	0%
12-4200-830	SAN. SEWER - DEBENTURE PAYMENT	17,655	17,377	278	2%
12-4200-831	SAN SEWER - DEBENTURE INTEREST	1,231	1,508	(277)	-18%
12-4200-990	SAN. SEWER - BAD DEBT	0	0	0	#DIV/0!
Total Expenses		634,869	526,258	108,611	21%
Balance		(147,073)	(145,887)	(1,186)	1%

SEWER - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	355,594	380,370	459,796	465,857	468,270	470,683
GRANTS	0	0	28,000	0	10,000	0
Total Revenue	355,594	380,370	487,796	465,857	478,270	470,683
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	106,158	113,503	119,113	124,473	130,074	135,928
STAFFING COSTS - TRAINING & OTHER	340	1,167	1,200	1,200	1,200	1,200
CONTRACTED SERVICES & RENTALS	34,228	66,432	90,614	66,614	72,614	66,614
GOODS & SUPPLIES	1,854	11,953	6,944	7,000	7,100	7,200
INSURANCE	2,769	2,718	2,990	3,110	3,234	3,363
OTHER - UTILITY SUPPLY PURCHASES	166,364	178,205	244,668	244,668	253,565	262,462
POSTAGE & COPIES	633	730	878	878	878	878
UTILITIES	15,411	23,369	25,280	25,340	25,440	25,640
DEBENTURES	18,812	18,886	18,886	18,886	18,886	18,886
AMORTIZATION	85,068	82,000	82,000	82,000	82,000	82,000
TRANSFER TO RESERVES	25,283	27,296	42,296	42,296	42,296	42,296
Total Expenses	456,921	526,258	634,869	616,464	637,287	646,467
NET SURPLUS (DEFICIT)	(101,328)	(145,887)	(147,073)	(150,608)	(159,017)	(175,784)

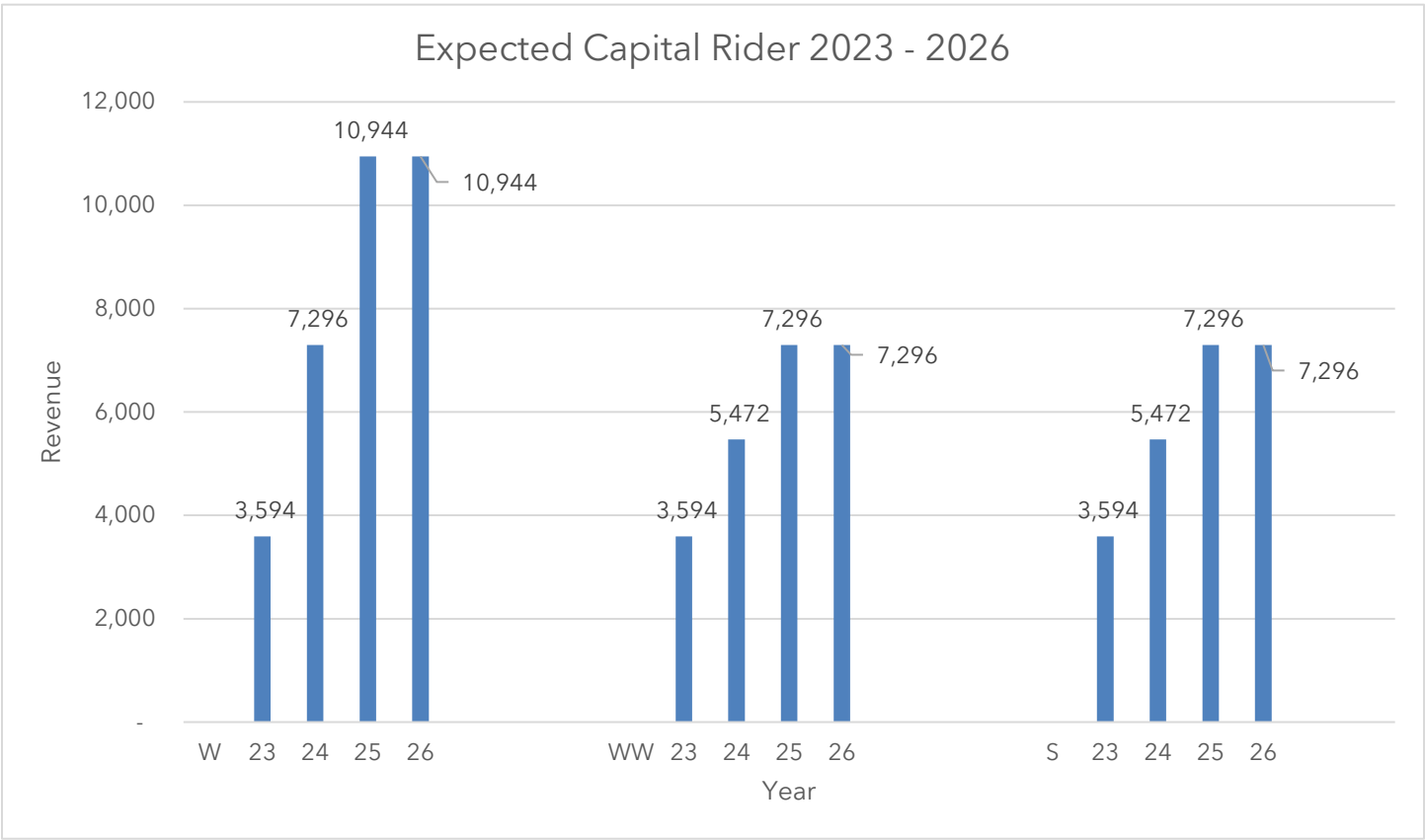
Capital Rate Rider

In 2023, a capital rate rider was introduced to utility billing to help build reserves for key infrastructure. The fee was \$0.50 per resident for water and \$1.00 per resident for sewer, with half allocated to storm management.

The idea was to maintain a small annual increase for a few years to sustain additional revenue growth towards key infrastructure. *A proactive versus reactive strategy.*

The 2025 budget increased the capital rate rider to \$1.50 per resident for water and \$2.00 per resident for sewer, with half allocated to storm management.

The 2026 interim budget proposes *no changes* to the capital rate rider.



W = Water

WW = Wastewater

S = Storm

Waste Collection

WASTE COLLECTION

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	107,157	114,035	127,840	13,805	12%
TOTAL EXPENSES	140,047	149,017	137,338	(11,679)	-8%
Net Surplus (Deficit)	(32,890)	(34,982)	(9,498)	25,484	-73%

The Waste Collection 2026 interim budget changes include:

- Costs related to recycling were no longer the municipality's responsibility as of April 2025.
 - Expected cost savings of approximately \$10,880 were transferred to reserves in 2025; this continues for 2026.
- Increases of 2% CPI to GFL Environmental waste collection services, but a decrease in the fuel surcharges per month.
- The cost of the large item pickup added to the budget from GFL Environmental – offset by user fees.
- Increase for Roseridge for landfill dumping fees.
- According to a 2025 study, Bon Accord is the only community where the user fees do not provide full cost recovery; the Town therefore has been subsidizing waste collection. An increase in the waste collection rate is proposed in the interim 2026 budget to achieve full cost recovery (*before the transfer to reserves from the recycling cost savings*). The rate increases to \$19 per month from \$17.40 per month.

The Waste Collection 2026 interim budget includes the following:

- Revenue, which includes waste collection sales.
- Office equipment lease allocation.
- Contract charges for waste collection, \$61,254.
- Landfill charges, \$31,323.

Town of Bon Accord
GARBAGE
Operating Budget
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-4300-400	GARBAGE - SALES GARBAGE & LANDFIL	127,840	114,035	13,805	12%
Total Revenue		127,840	114,035	13,805	12%
Expenses:					
12-4300-110	GARBAGE - SALARIES	26,091	24,558	1,533	6%
12-4300-130	GARBAGE - EMPLOYER CONTRIB.	6,086	5,783	303	5%
12-4300-216	GARBAGE - POSTAGE	878	730	148	20%
12-4300-217	GARGABE - TELEPHONE & INTERNET	109	101	8	8%
12-4300-241	GARBAGE - CONTRACTED SERVICES	61,254	78,490	(17,236)	-22%
12-4300-260	GARBAGE - RENTAL	422	406	16	4%
12-4300-350	GARBAGE - LANDFILL	31,323	27,766	3,557	13%
12-4300-590	GARBAGE - SUPPLIES	295	303	(8)	-3%
12-4300-762	GARBAGE - TRANSFER TO RESERVES	10,880	10,880	0	0%
Total Expenses		137,338	149,017	(11,679)	-8%
Balance		(9,498)	(34,982)	25,484	-73%

GARBAGE - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	107,157	114,035	127,840	142,962	146,076	149,190
Total Revenue	107,157	114,035	127,840	142,962	146,076	149,190

Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	25,493	30,341	32,177	33,625	35,138	36,719
CONTRACTED SERVICES & RENTALS	321	406	422	422	422	422
GOODS & SUPPLIES	270	303	295	295	295	295
OTHER - UTILITY SUPPLY PURCHASES	113,229	106,256	92,577	106,539	107,507	108,504
POSTAGE & COPIES	633	730	878	878	878	878
UTILITIES	101	101	109	109	109	109
TRANSFER TO RESERVES	0	10,880	10,880	10,880	10,880	10,880
Total Expenses	140,047	149,017	137,338	152,748	155,229	157,807

NET SURPLUS (DEFICIT)	(32,890)	(34,982)	(9,498)	(9,787)	(9,154)	(8,618)
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Utility Bill Comparison

Utility Bill Comparison for 2026 Budget

RESIDENTIAL	2026	2025	Difference
Monthly Consumption (based on 12m ³ /month)			
- Water (Increase from \$3.30/m3 to \$3.75/m3)	\$ 45.00	\$ 39.60	\$ 5.40
- Sewage (Increase from \$3.58 to \$4.53/m3)	\$ 54.36	\$ 42.96	\$ 11.40
Water Service Charge & Capital Rider	\$ 12.50	\$ 12.50	\$ -
Sewer Service Charge & Capital Rider	\$ 13.00	\$ 13.00	\$ -
Garbage	\$ 19.00	\$ 17.40	\$ 1.60

Per Month **\$ 143.86 \$ 125.46 \$ 18.40**

Per Year **\$ 1,726.32 \$ 1,505.52 \$ 220.80**

COMMERCIAL	2026	2025	Difference
Monthly Consumption (based on 35m ³ /month)			
- Water (Increase from \$3.30/m3 to \$3.75/m3)	\$ 131.25	\$ 115.50	\$ 15.75
- Sewage (Increase from \$3.58 to \$4.53/m3)	\$ 158.55	\$ 125.30	\$ 33.25
Water Service Charge & Capital Rider	\$ 12.50	\$ 12.50	\$ -
Sewer Service Charge & Capital Rider	\$ 13.00	\$ 13.00	\$ -

Per Month **\$ 315.30 \$ 266.30 \$ 49.00**

Per Year **\$ 3,783.60 \$ 3,195.60 \$ 588.00**

INSTITUTIONAL	2026	2025	Difference
Monthly Consumption (based on 75m ³ /month)			
- Water (Increase from \$3.30/m3 to \$3.75/m3)	\$ 281.25	\$ 247.50	\$ 33.75
- Sewage (Increase from \$3.58 to \$4.53/m3)	\$ 339.75	\$ 268.50	\$ 71.25
Water Service Charge & Capital Rider	\$ 12.50	\$ 12.50	\$ -
Sewer Service Charge & Capital Rider	\$ 13.00	\$ 13.00	\$ -

Per Month **\$ 646.50 \$ 541.50 \$ 105.00**

Per Year **\$ 7,758.00 \$ 6,498.00 \$ 1,260.00**

Cost Recovery for Utilities

Implementing cost recovery for utilities such as water and sewer is a common and fiscally responsible practice in municipal finance. *The goal is to ensure that utility rates reflect the true cost of service delivery, rather than relying on general taxation.* Below is an analysis of the advantages and disadvantages of this approach.

Pros

1. Financial Sustainability

- Ensures that utilities are self-funded and less reliant on limited tax revenues.
- Supports long-term asset management and planning for infrastructure replacement and regulatory compliance.

2. Transparent and Equitable

- Users pay based on the level of service consumed, promoting fairness.
- Reduces cross-subsidization from non-users or low-consumption ratepayers.

3. Risk Mitigation

- Protects the municipality from future financial burdens associated with aging infrastructure, emergencies, or regulatory changes.
- Reduces the need for unplanned tax increases or emergency borrowing.

4. Encourages Conservation

- Cost-based rates encourage residents and businesses to use resources more efficiently.

5. Builds Funding Reserves

- Allows for the establishment of utility reserves for capital upgrades, emergencies, or future growth.

Cons

1. Affordability Concerns

- Higher utility rates may impact low-income households or vulnerable populations.
- Can create public dissatisfaction, especially where utility increases are significant.

2. Economic Competitiveness

- Higher service costs may discourage commercial or industrial investment, particularly in rural or small towns.

3. Limited Population Base

- With fewer users to share costs, rates can be high, making full recovery difficult without significant impact.

4. Rate Volatility

- Major capital projects or system upgrades can cause sudden rate increases unless phased and properly forecasted.

Effect of Not Increasing Utility Rates

If the Town increased utility rates based **only** on flow-through costs from the water, sewer, and waste service providers—without adjusting for inflation, maintenance, and the needs of aging infrastructure for the departments as a whole—the financial impacts will be:

- **Water department:** deficit increases by **\$36,194**
- **Sewer department:** deficit increases by **\$20,108**
- **Waste collection:** deficit increases by **\$9,965**

This results in **\$66,267 in lost revenue**.

To avoid this shortfall, rates would need to increase so that the **average resident pays approximately \$220.08 more per year** on their utility bill. Without this increase, administration would be required to either find **\$66,267 in alternative revenue** or **reduce expenses by the same amount**.

Cemetery



CEMETERY

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	30,950	13,000	10,000	(3,000)	-23%
TOTAL EXPENSES	17,760	17,399	14,855	(2,544)	-15%
Net Surplus (Deficit)	13,190	(4,399)	(4,855)	(456)	10%

The Cemetery 2026 interim budget changes include:

- The removal of \$3,000 from a transfer from reserves (from surplus in 2024) and the offsetting expense for the Cemetery Bylaw review.

The Cemetery 2026 interim budget includes the following:

- Revenue which includes:
 - Open and close sales
 - Plot sales
 - Both Open and Close and Plot sales have been higher in the past few years, however the budget continues to estimate this revenue conservatively.
- Maintenance and repairs for the cemetery.
- Parts and supplies.

**Town of Bon Accord
CEMETERY
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-5600-400	CEMETERY-OPEN & CLOSE	5,000	5,000	0	0%
11-5600-410	CEMETERY - PLOTS	5,000	5,000	0	0%
11-5600-580	CEMETERY - DONATIONS	0	0	0	#DIV/0!
11-5600-920	CEMETERY - TRANSFER FROM RESERVES	0	3,000	(3,000)	-100%
Total Revenue		10,000	13,000	(3,000)	-23%
Expenses:					
12-5600-110	CEMETERY - SALARY	9,522	9,062	460	5%
12-5600-130	CEMETERY - EMP. CONTRIB.	2,633	2,587	46	2%
12-5600-231	CEMETERY - LEGAL	0	0	0	#DIV/0!
12-5600-241	CEMETERY - CONTR. SERV.	0	3,000	(3,000)	-100%
12-5600-250	CEMETERY - REPAIR	1,000	1,000	0	0%
12-5600-270	CEMETERY - MISCELLANEOUS SERV.	500	500	0	0%
12-5600-520	CEMETERY - PARTS	500	500	0	0%
12-5600-590	CEMETERY - SUPPLIES	500	500	0	0%
12-5600-762	CEMETERY - EXPANSION	0	0	0	#DIV/0!
12-5600-764	CEMETERY - TRANSFER TO RESERVES	0	0	0	#DIV/0!
12-5600-765	CEMETERY - AMORTIZATION	200	250	(50)	-20%
Total Expenses		14,855	17,399	(2,544)	#DIV/0!
Balance		(4,855)	(4,399)	(456)	10%

CEMETERY - 3 YEAR OPERATING PLAN

	Actual					
	2024	Budget	Budget	Plan	Plan	Plan
		2025	2026	2027	2028	2029
Revenue:						
USER FEES	30,950	10,000	10,000	10,000	10,000	10,000
TRANSFER FROM RESERVES	0	3,000	0			
Total Revenue	30,950	13,000	10,000	10,000	10,000	10,000
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	10,633	11,649	12,155	12,702	13,274	13,871
CONTRACTED SERVICES & RENTALS	1,980	3,500	500	500	500	500
GOODS & SUPPLIES	169	1,000	1,000	1,000	1,000	1,000
PROFESSIONAL FEES	1,723	0	0	0	0	0
REPAIRS & MAINTENANCE	0	1,000	1,000	1,000	1,000	1,000
AMORTIZATION	255	250	200	200	200	200
TRANSFER TO RESERVES	3,000	0	0	0	0	0
Total Expenses	17,760	17,399	14,855	15,402	15,974	16,571
NET SURPLUS (DEFICIT)	13,190	(4,399)	(4,855)	(5,402)	(5,974)	(6,571)

Parks



PARKS

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	64,882	73,540	89,189	15,650	21%
Total Expenses	133,418	171,567	185,261	13,694	8%
Net Surplus (Deficit)	(68,536)	(98,028)	(96,072)	1,956	-2%

The Parks interim 2026 budget changes include:

- Revenue from the on-going rental of Ball Diamond #1, \$20,000 plus a contribution of \$5,000 towards recreation facilities.
 - \$15,000 of these funds have been allocated as a transfer to reserves while the remaining revenue helps offset the cost of the parks department.
- Fuel has been removed as it the purchase of fuel has all been allocated to roads.
- The rental of the portable potties for two parks (Archie Jenkins and Centennial Park) has been decreased slightly to match more current actual values, \$3,000.
- Contracted services have decreased slightly by the cost of bleacher railings and ball diamond shale.

The Parks 2026 interim budget includes the following:

- Revenue includes the Sturgeon Recreation Grant and Canada Summer Jobs Grant as well as the ball diamond rentals.
- Pesticide applicator renewal certification.
- Office equipment lease allocation.
- Soccer line painting, \$1,000
- Parts and supplies for park maintenance – dog pickup bags, baseball field chalk, Archie Jenkins sign replacement \$2,000 and parks signs \$1,000.

**Town of Bon Accord
PARKS
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-7201-400	REC-PARKS SALE OF GOODS & SERVICES	25,950	950	25,000	2632%
11-7201-500	REC-PARKS OTHER REVENUE	0	0	0	#DIV/0!
11-7201-830	REC-PARKS FEDERAL GRANT	4,200	4,200	0	0%
11-7201-840	REC-PARKS PROVINCIAL GRANTS	0	0	0	#DIV/0!
11-7201-850	REC PARKS OTHER GRANTS	59,039	57,339	1,700	3%
11-7201-920	PARKS & REC - TRANSFERS	0	11,051	(11,051)	-100%
Total Revenue		89,189	73,540	15,650	21%
Expenses:					
12-7201-110	REC PARKS - SALARIES/WAGES	105,286	101,286	4,000	4%
12-7201-130	REC-PARKS EMPLOYER CONT.	23,041	21,782	1,259	6%
12-7201-148	REC PARKS - TRAINING	500	500	0	0%
12-7201-211	REC PARKS - TRAVEL AND SUBSISTENCE	1,200	0	1,200	#DIV/0!
12-7201-217	REC PARKS - TELEPHONE & INTERNET	694	534	160	30%
12-7201-228	REC PARKS - MEMBERSHIP AND REGISTRATION	716	500	216	43%
12-7201-241	REC PARKS - CONTRACTED SERVICES	12,244	16,135	(3,891)	-24%
12-7201-260	REC PARKS - RENTAL	3,000	5,000	(2,000)	-40%
12-7201-520	REC PARKS -PARTS	6,000	6,000	0	0%
12-7201-530	REC PARKS - GAS, PROPANE & OIL	0	3,500	(3,500)	-100%
12-7201-590	REC PARKS - SUPPLIES	11,800	10,550	1,250	12%
12-7201-762	REC PARKS - CAPITAL	0	0	0	#DIV/0!
12-7201-830	REC PARKS - DEBENTURE	5,667	5,235	432	8%
12-7201-831	REC PARKS - DEBENTURE INTEREST	113	545	(432)	-79%
12-7201-920	REC PARKS - RESERVES	15,000	0	0	#DIV/0!
Total Expenses		185,261	171,567	(1,306)	8%
Balance		(96,072)	(98,028)	1,956	-2%

PARKS - 3 YEAR OPERATING PLAN

	Actual					
	2024	Budget	Budget	Plan	Plan	Plan
		2025	2026	2027	2028	2029
Revenue:						
USER FEES	1,300	950	25,950	25,950	25,950	25,950
TRANSFER FROM RESERVES	0	11,051	0	0	0	0
GRANTS	63,582	61,539	63,239	62,910	64,734	66,614
Total Revenue	64,882	73,540	89,189	88,860	90,684	92,564
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	88,181	123,068	128,327	134,743	141,481	148,555
STAFFING COSTS - TRAINING & OTHER	477	500	1,700	0	1,700	0
CONTRACTED SERVICES & RENTALS	19,607	21,135	15,244	15,250	15,275	15,350
FUEL	0	3,500	0	0	0	0
GOODS & SUPPLIES	10,743	16,550	17,800	17,800	17,900	18,000
MEMBERSHIP & REGISTRATION	444	500	716	750	750	750
UTILITIES	445	534	694	694	694	694
DEBENTURES	6,021	5,780	5,780	5,780	5,780	5,780
TRANSFER TO RESERVES	7,500	0	15,000	15,000	15,000	15,000
Total Expenses	133,418	171,567	185,261	190,017	198,580	204,129
NET SURPLUS (DEFICIT)	(68,536)	(98,028)	(96,072)	(101,157)	(107,895)	(111,565)

Arena



ARENA

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	254,580	258,569	259,769	1,200	0%
Total Expenses	360,486	377,705	389,303	11,598	3%
Net Surplus (Deficit)	(105,906)	(119,136)	(129,534)	(10,398)	9%

The Arena 2026 interim budget changes include:

- LGFF operating funding to cover the arena floor scrubber purchase, \$6,000.
- Removal of the transfer from reserves of \$7,500 (from 2024 surplus) for duct cleaning completed in 2025.
- Increase to the supplies budget. The supplies were decreased in 2021, but actual needs have been much higher for the arena operations.
- The annual ice maintenance fee as increased by \$1,500 to \$6,500 for the year.
- Staff training (including mileage and subsistence) has been added for 2026.

The Arena 2026 interim budget includes the following:

- Revenue, which includes ice rentals and Sturgeon Recreation Grant allocation.
- Utilities – telephone, power, gas.
- Alberta Boilers Safety Association and Alberta Recreation Facility and Parks Association memberships.
- Lift inspection and permit.
- Zamboni parts and maintenance.
- Office equipment lease and supplies allocation.

**Town of Bon Accord
ARENA
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-7203-400	REC-ARENA SALES OF GOODS & SERVICES	160,000	160,000	0	0%
11-7203-830	REC ARENA - FEDERAL GRANT	0	0	0	#DIV/0!
11-7203-840	REC-ARENA PROVINCIAL GRANT	6,000	0	6,000	#DIV/0!
11-7203-850	REC-ARENA OTHER GRANTS	93,769	91,069	2,700	3%
11-7203-920	REC-ARENA OTHER TRANSFERS	0	7,500	(7,500)	-100%
Total Revenue		259,769	258,569	1,200	0%
Expenses:					
12-7203-110	ARENA - SALARIES AND WAGES	151,507	144,330	7,177	5%
12-7203-130	ARENA - EMPLOYER CONTRIBUTIONS	36,045	28,097	7,948	28%
12-7203-148	ARENA - TRAINING	700	0	700	#DIV/0!
12-7203-211	ARENA - TRAVEL AND SUBSISTENCE	1,200	0	1,200	#DIV/0!
12-7203-217	TELEPHONE & INTERNET	3,199	2,645	554	21%
12-7203-228	ARENA - MEMBERSHIPS AND REGISTRATIONS	842	546	296	54%
12-7203-237	ARENA - INSURANCE	17,050	15,496	1,554	10%
12-7203-240	ARENA - CONTRACTED SERVICES/MAINTENANCE	40,991	55,682	(14,691)	-26%
12-7203-250	ARENA - BUILDING MAINTENANCE	3,500	1,500	2,000	133%
12-7203-520	ARENA - PARTS	2,000	2,000	0	0%
12-7203-521	ARENA - ZAMBONI PARTS	2,000	2,000	0	0%
12-7203-543	ARENA - NATURAL GAS	17,885	13,102	4,783	37%
12-7203-544	ARENA - POWER	40,445	45,669	(5,224)	-11%
12-7203-590	ARENA - SUPPLIES	8,000	3,000	5,000	167%
12-7203-762	ARENA - TRANSFER TO CAPITAL BUDGET	6,000	5,700	300	5%
12-7203-764	ARENA - TRANSFER TO RESERVE	0	0	0	#DIV/0!
12-7203-830	ARENA - DEBENTURE	30,783	24,676	6,107	25%
12-7203-831	ARENA - DEBENTURE INTEREST	27,156	33,262	(6,106)	-18%
Total Expenses		389,303	377,705	11,598	3%
Balance		(129,534)	(119,136)	(10,398)	9%

ARENA - 3 YEAR OPERATING PLAN

Actual						
	2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	158,102	160,000	160,000	160,000	160,000	160,000
TRANSFER FROM RESERVES	3,931	7,500	0	0	0	0
GRANTS	92,548	91,069	99,769	96,582	99,480	102,464
Total Revenue	254,580	258,569	259,769	256,582	259,480	262,464
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	164,865	172,427	187,552	195,992	204,811	214,028
STAFFING COSTS - TRAINING & OTHER	375	0	1,900	0	1,900	0
CONTRACTED SERVICES & RENTALS	54,916	55,682	40,991	40,991	50,000	50,500
GOODS & SUPPLIES	3,130	7,000	12,000	12,000	12,000	12,000
INSURANCE	16,614	15,496	17,050	18,755	20,631	22,694
MEMBERSHIP & REGISTRATION	1,208	546	842	850	850	850
REPAIRS & MAINTENANCE	850	1,500	3,500	3,500	3,500	3,500
UTILITIES	60,930	61,416	61,529	61,850	62,150	62,400
DEBENTURES	57,598	57,938	57,939	57,939	57,939	57,939
TRANSFER TO CAPITAL	0	5,700	6,000	0	0	0
Total Expenses	360,486	377,705	389,303	391,877	413,781	423,911
NET SURPLUS (DEFICIT)	(105,906)	(119,136)	(129,534)	(135,295)	(154,301)	(161,447)

Economic Development



DEVELOPMENT

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES		5,850	0	(5,850)	-100%
TOTAL EXPENSES	97,930	119,373	128,743	9,370	8%
Net Surplus (Deficit)	(97,930)	(113,523)	(128,743)	(15,220)	13%

The Economic Development 2026 interim budget changes include:

- The removal of the trade advertising agreement with Mix 107.9 due to the removal of the electronic sign, \$5,850.
- Branded promotional items for events \$1,500.
- Bon Accord Investment Attraction Magazine 2026, \$700.

The Economic Development 2026 interim budget includes the following:

- Staff attendance at the Alberta Industrial Heartland conference and the Economic Development Association (EDA) conference.
- Memberships with the EDA, Go East, Community Planning Association.
- Business Showcase.
- Chamber of Commerce membership and events.
- Postage and copies, office equipment leases and office supplies.
- Utilities - power and gas allocations.

**Town of Bon Accord
DEVELOPMENT
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-6200-400	ECONOMIC DEV. - SALES/SPONSORSHIP	0	5,850	(5,850)	-100%
11-6200-840	PROVINCIAL GRANT	0	0	0	
11-6200-920	ECONOMIC DEV.- TRANSFER FROM RES	0	0	0	
Total Revenue		0	5,850	(5,850)	-100%
Expenses:					
12-6200-110	ECONOMIC DEV. - SALARIES/WAGES	82,391	75,519	6,872	9%
12-6200-130	ECONOMIC DEV. - EMPLOYER CONT.	18,090	16,850	1,240	7%
12-6200-148	ECONOMIC DEV. - TRAINING	0	0	0	#DIV/0!
12-6200-211	ECONOMIC DEV. - TRAVEL AND SUBSIST	2,200	1,050	1,150	110%
12-6200-217	ECONOMIC DEV. - TELEPHONE & INTERN	1,934	1,934	0	0%
12-6200-221	ECONOMIC DEV. - ADVERT./PROMOTION	3,100	400	2,700	675%
12-6200-222	PROMOTION	0	5,850	(5,850)	-100%
12-6200-223	ECONOMIC DEV. - PRINTING	200	350	(150)	-43%
12-6200-228	ECONOMIC DEV. - MEMB./REGISTRATION	4,160	1,896	2,264	119%
12-6200-240	ECONOMIC DEV. - CONT. SERV/MAINT.	11,352	10,072	1,280	13%
12-6200-241	ECONOMIC DEV. - PLAN/STRATEGY	0	0	0	#DIV/0!
12-6200-260	ECONOMIC DEV. - RENTAL	377	361	16	4%
12-6200-543	ECONOMIC DEV. - NATURAL GAS	350	296	54	18%
12-6200-544	ECONOMIC DEV. - POWER	2,769	3,908	(1,139)	-29%
12-6200-590	ECONOMIC DEV. - SUPPLIES	1,820	887	933	105%
12-6200-764	ECONOMIC DEV. TRANSFER TO RESERV	0	0	0	#DIV/0!
Total Expenses		128,743	119,373	9,370	8%
Balance		(128,743)	(113,523)	(15,220)	13%

DEVELOPMENT - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	5,850	5,850	0	0	0	0
Total Revenue	5,850	5,850	0	0	0	0
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	58,961	92,369	100,481	105,003	109,728	114,666
STAFFING COSTS - TRAINING & OTHER	968	1,050	2,200	2,000	2,000	2,000
CONTRACTED SERVICES & RENTALS	23,100	10,433	11,729	12,093	12,443	12,805
FUEL	0	0	0	0	0	0
GOODS & SUPPLIES	948	887	1,820	1,900	1,900	1,900
INSURANCE	0	0	0	0	0	0
MEMBERSHIP & REGISTRATION	1,484	1,896	4,160	3,500	3,500	3,500
POSTAGE & COPIES	79	350	200	200	250	300
PROFESSIONAL FEES	6,213	6,250	3,100	3,193	3,289	3,387
REPAIRS & MAINTENANCE	0	0	0	0	0	0
UTILITIES	6,179	6,138	5,053	5,309	5,429	5,534
TRANSFER TO CAPITAL	0	0	0	0	0	0
TRANSFER TO RESERVES	0	0	0	0	0	0
Total Expenses	97,930	119,373	128,743	133,197	138,539	144,092
NET SURPLUS (DEFICIT)	(92,080)	(113,523)	(128,743)	(133,197)	(138,539)	(144,092)

Safe Communities



SAFE COMMUNITIES

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	0	60	60	0	-
TOTAL EXPENSES	0	680	700	20	3%
Net Surplus (Deficit)	0	(620)	(640)	(20)	3%

The Safe Communities 2026 interim budget includes the following:

- Coffee with a Cop.
- Pop with a Cop.
- Positive Ticketing.
- Crime Prevention seminars.



**Town of Bon Accord
SAFE COMMUNITIES
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-6210-400	SAFE COMM. - SALES/SPONSORSHIPS	60	60	0	0%
Total Revenue		60	60	0	0%
Expenses:					
12-6210-221	SAFE COMM. - ADVERT./PROMOTION	200	200	0	0%
12-6210-590	SAFE COMM. - SUPPLIES	500	480	20	4%
Total Expenses		700	680	20	3%
Balance		(640)	(620)	(20)	3%

SAFE COMMUNITIES - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	0	60	60	100	100	100
GRANTS	0	0	0	0	0	2,500
Total Revenue	0	60	60	100	100	2,600
Expenses:						
CONTRACTED SERVICES & RENTALS	0	0	0	0	0	2,500
GOODS & SUPPLIES	0	480	500	500	500	500
PROFESSIONAL FEES	0	200	200	200	200	200
Total Expenses	0	680	700	700	700	3,200
NET SURPLUS (DEFICIT)	0	(620)	(640)	(600)	(600)	(600)

Planning



PLANNING

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
TOTAL REVENUES	9,760	15,750	19,784	(8,750)	26%
TOTAL EXPENSES	201,947	145,427	139,265	(6,162)	-4%
Net Surplus (Deficit)	(192,187)	(129,677)	(119,481)	(2,588)	-8%

The Planning 2026 interim budget changes include:

- The contracted municipal planning position and engineering fees have been moved to a dedicated Consultants line.
- Training includes applied land use planning courses (2) for staff.
- Revenue from the LGFF operating grant has been included to offset planning services, \$12,784.

The Planning 2026 interim budget includes the following:

- Revenue includes fees for compliance certificates, business licenses, and development permits.
- Postage and copies, office equipment leases and office supplies.
- Utilities – power and gas.
- Munisight Townfolio.
- Capital Region Assessment Services – permits.

Town of Bon Accord
PLANNING
Operating Budget
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-6100-400	MUNICIPAL PLANNING - SALES OF GOODS	500	500	0	0%
11-6100-520	MUNICIPAL PLANNING - LICENCE/PERMITS	5,000	5,000	0	0%
11-6100-521	MUNICIPAL PLANNING - BUSINESS LIC.	1,500	1,500	0	0%
11-6100-840	MUNICIPAL PLANNING - GRANTS	12,784	0	12,784	#DIV/0!
11-6100-920	MUNICIPAL PLANNING - RESERVE TRANSF	0	8,750	(8,750)	-100%
Total Revenue		19,784	15,750	4,034	26%
Expenses:					
12-6100-110	MUN.PLAN. - SALARIES	0	0	0	#DIV/0!
12-6100-130	MUN.PLAN. - EMPLOYER CONTRIBUTIONS	0	0	0	#DIV/0!
12-6100-148	MUN.PLAN. - TRAINING	1,940	0	1,940	#DIV/0!
12-6100-211	MUN. PLAN. - MEALS & SUBSISTENCE	360	360	0	0%
12-6100-217	MUN. PLAN. - TELEPHONE & INTERNET	125	115	10	9%
12-6100-221	MUN. PLAN. - ADVERTISING	1,960	1,960	0	0%
12-6100-228	MUN. PLAN. - MEMBERSHIP/REG.	180	180	0	0%
12-6100-231	MUN. PLAN. - LEGAL	35,000	35,000	0	0%
12-6100-239	MUN. PLAN. - CONSULTANTS	75,000	0	75,000	#DIV/0!
12-6100-241	MUN. PLAN. - CONTR. SERV.	10,965	94,160	(83,195)	-88%
12-6100-260	MUN. PLAN. - RENTAL	245	234	11	5%
12-6100-590	MUN. PLAN. - SUPPLIES	900	828	72	9%
12-6100-830	MUN. PLAN. - DEBENTURE PAYMENT	11,770	11,585	185	2%
12-6100-831	MUN. PLAN.- DEBENTURE INTEREST	820	1,006	(186)	-18%
Total Expenses		139,265	145,427	(6,162)	-4%
Balance		(119,481)	(129,677)	10,196	-8%

PLANNING - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	4,760	7,000	7,000	7,000	7,000	7,000
DONATIONS	0	0	0	0	0	0
TRANSFER FROM RESERVES	5,000	8,750	0	0	0	0
GRANTS	0	0	12,784	12,784	12,784	12,784
Total Revenue	9,760	15,750	19,784	19,784	19,784	19,784
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	27,037	0	0	0	0	0
STAFFING COSTS - TRAINING & OTHER	53	360	2,300	2,300	2,300	2,300
CONTRACTED SERVICES & RENTALS	67,884	96,354	13,170	13,528	13,867	14,216
GOODS & SUPPLIES	839	828	900	828	828	828
MEMBERSHIP & REGISTRATION	0	180	180	180	180	180
PROFESSIONAL FEES	92,998	35,000	110,000	110,000	110,000	110,000
UTILITIES	592	115	125	115	115	115
DEBENTURES	12,544	12,590	12,590	12,590	12,590	12,590
Total Expenses	201,947	145,427	139,265	139,541	139,880	140,229
NET SURPLUS (DEFICIT)	(192,187)	(129,677)	(119,481)	(119,757)	(120,096)	(120,445)

FCSS

FCSS

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	56,560	58,138	56,646	(1,492)	-3%
Total Expenses	113,496	121,839	124,658	2,819	2%
Net Surplus (Deficit)	(56,936)	(63,702)	(68,012)	(4,310)	7%

The FCSS 2026 interim budget changes include:

- Some programs have been moved to recreation in order to improve compliance with the FCSS framework guidelines. The programs include: volunteer appreciation, Halloween Spooktacular, portions of the Winter Wonderfest,
- Community Services will introduce a new program next year called the Modern Family Forum – this program is a one-day conference designed to empower parents, uplift youth, and strengthen families in today’s ever-changing world.

The FCSS 2026 interim budget includes the following:

- Revenue includes program fees, FCSS grant, Canada Summer Jobs grant, goal of \$400 in sponsorship.
- Postage and copies, office equipment leases and office supplies.
- FCSSAA Conference attendance – networking and learning opportunities.
- Utilities allocation – cell phones, office phones, power, and gas.
- Program supplies including:
 - Youth Programming
 - Winter Wonder-Fest – Santa’s Breakfast
 - Babysitting and home alone courses (revenue matching)
 - Bon Accord Connects
 - Educational Sessions
 - Seniors Connect event
 - Easter Egg Hunt
 - Free tax clinic
 - Stuff a bus event

**Town of Bon Accord
FCSS
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-5150-411	FCSS - OTHER REVENUE	0	2,000	(2,000)	-100%
11-5150-412	FCSS - RENTALS & PROGRAM FEES	7,650	4,445	3,205	72%
11-5150-840	FCSS - PROVINCIAL GRANT	44,396	44,393	3	0%
11-5150-845	FCSS OTHER GRANTS	4,600	4,800	(200)	-4%
11-5150-920	FCSS - TRANSFER FROM RESERVES	0	2,500	(2,500)	-100%
Total Revenue		56,646	58,138	(1,492)	-3%
Expenses:					
12-5150-110	FCSS - SALARY/WAGES	71,072	69,990	1,082	2%
12-5150-130	FCSS - EMPLOYER CONTRIBUTION	14,515	13,653	862	6%
12-5150-148	FCSS ADMIN - TRAINING	750	200	550	275%
12-5150-211	FCSS ADMIN - TRAVEL & SUB.	950	850	100	12%
12-5150-216	FCSS ADMIN - POSTAGE	440	365	75	21%
12-5150-217	FCSS ADMIN - PHONE & INTERNET	956	940	16	2%
12-5150-221	FCSS ADMIN - ADVERTISING	0	1,005	(1,005)	-100%
12-5150-228	FCSS ADMIN - REG. & MEMBERSHIP	975	650	325	50%
12-5150-237	FCSS ADMIN - INSURANCE	300	300	0	0%
12-5150-241	FCSS ADMIN - CONTRACTED SERVICES	6,744	6,635	109	2%
12-5150-260	FCSS ADMIN - RENTAL	3,540	3,492	48	1%
12-5150-543	FCSS ADMIN - NATURAL GAS	1,167	986	181	18%
12-5150-544	FCSS ADMIN - POWER	624	569	55	10%
12-5150-590	FCSS ADMIN - SUPPLIES	20,625	19,004	1,621	9%
12-5150-591	FCSS COMM. DEV. - SUPPLIES	500	500	0	0%
12-5150-749	FCSS - COMM. SERVICES VOLUNTEER APPREC.	0	1,200	(1,200)	-100%
12-5150-750	FCSS COMMUNITY GRANT/DONATIONS	1,500	1,500	0	0%
Total Expenses		124,658	121,839	2,819	2%
Balance		(68,012)	(63,702)	(4,310)	7%

FCSS - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	4,568	6,445	7,650	7,650	7,650	7,650
TRANSFER FROM RESERVES	0	2,500	0	0	0	0
GRANTS	51,993	49,193	48,996	48,996	48,996	48,996
Total Revenue	56,560	58,138	56,646	56,646	56,646	56,646
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	69,722	83,643	85,587	89,438	93,463	97,669
STAFFING COSTS - TRAINING & OTHER	3,235	1,050	1,700	0	1,700	0
CONTRACTED SERVICES & RENTALS	7,578	11,132	10,284	10,284	10,284	10,284
GOODS & SUPPLIES	25,968	19,504	21,125	21,125	21,125	21,125
INSURANCE	550	300	300	300	300	300
MEMBERSHIP & REGISTRATION	2,201	650	975	975	975	975
OTHER - LIBRARY GRANT & OTHER COMMUNITY GR	1,593	2,700	1,500	1,500	1,500	1,500
POSTAGE & COPIES	317	365	440	440	440	440
UTILITIES	2,333	2,495	2,747	2,781	2,826	3,651
Total Expenses	113,496	121,839	124,658	126,843	132,613	135,944
NET SURPLUS (DEFICIT)	(56,936)	(63,702)	(68,012)	(70,197)	(75,967)	(79,298)

Recreation



RECREATION

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	198,726	204,134	212,633	8,499	4%
Total Expenses	219,462	234,516	253,573	19,057	8%
Net Surplus (Defici	(20,735)	(30,382)	(40,940)	(10,558)	35%

The Recreation 2026 interim budget includes:

- An increase to the transfer of reserves from \$100,000 to \$120,000 per the Sturgeon Recreation agreement.
- The Volunteer Alberta grant was moved from FCSS, \$600.
- Fireworks for Canada Day are not included in this budget.
- Volunteer Appreciation event moved to recreation, \$1,200.
- Halloween Spooktacular moved to recreation, \$850.

The Recreation 2026 interim budget includes the following:

- Revenue includes adult programming revenue, grant goal of \$2,500, sponsorship goal of \$4,000 and a donation grant of \$350, and current Sturgeon Recreation Funding
 - The reserve Sturgeon operating funds of \$11,051 are removed as they were utilized in 2025.

- Postage and copies, office equipment leases and office supplies.
- Utilities – cell phones, office phones, power, and gas.
- Communities in Bloom registration and expenses.
- Alberta Recreation and Parks Association memberships.
- Music in the Park, \$13,350.
- Fireworks – Harvest Days, \$5,500
- Canada Day event; the Heritage Canada Grant changed their requirements and have allowed us to apply for more grant funding; Community Services has applied for a larger scale event with funding for fireworks, if approved.
- Adult programming.
- Flowers \$3,500 and flag replacement \$750.



**Town of Bon Accord
RECREATION
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-7210-414	REC - PROGRAMS FEES	9,200	7,251	1,949	27%
11-7210-581	REC-PROGRAMS DONATION	4,350	5,500	(1,150)	-21%
11-7210-840	REC-PROGRAMS PROV.GRANTS	1,100	500	600	120%
11-7210-850	REC-PROGRAMS OTHER GRANTS	197,983	190,883	7,100	4%
11-7210-920	REC - TRANSFER FROM RESERVES	0	0	0	#DIV/0!
Total Revenue		212,633	204,134	8,499	4%
Expenses:					
12-7210-110	REC PROGRAMS - SALARIES	52,784	51,869	915	2%
12-7210-130	REC PROGRAMS - EMPLOYER CONTRIBUTION	13,902	13,868	34	0%
12-7210-148	REC PROGRAMS - TRAINING	800	0	800	#DIV/0!
12-7210-211	REC PROGRAMS - TRAVEL & SUBSISTENCE	950	800	150	19%
12-7210-216	REC PROGRAMS - POSTAGE	439	365	74	20%
12-7210-217	REC PROGRAMS - TELEPHONE & INTERNET	825	791	34	4%
12-7210-221	REC PROGRAMS - ADVERTISING	0	0	0	#DIV/0!
12-7210-228	REC PROGRAMS - MEMBERSHIP AND REGISTRAT	285	285	0	0%
12-7210-237	REC PROGRAMS - INSURANCE	0	0	0	#DIV/0!
12-7210-240	REC PROGRAMS - CONT. SERVICE MAINTENANC	6,744	6,635	109	2%
12-7210-241	REC PROGRAMS - PROGRAMMING SERVICES	29,700	31,950	(2,250)	-7%
12-7210-260	REC PROGRAMS - RENTAL	799	766	33	4%
12-7210-270	REC PROGRAMS - MISCELLANEOUS SERV.	600	600	0	0%
12-7210-543	REC. PROG NATURAL GAS	350	296	54	18%
12-7210-544	REC PROG POWER	874	689	185	27%
12-7210-580	REC PROGRAMS - KARING FOR KIDS	500	500	0	0%
12-7210-590	REC PROGRAMS - SUPPLIES	9,396	9,372	24	0%
12-7210-591	COMMUNITY ENHANCEMENT SUPPLIES	4,500	4,250	250	6%
12-7210-764	REC PROGRAMS - TRANSFER TO RESERVES	120,000	100,000	20,000	20%
12-7210-850	TOWN DONATIONS	10,125	11,480	(1,355)	-12%
Total Expenses		253,573	234,516	19,057	8%
Balance		(40,940)	(30,382)	(10,558)	35%

RECREATION - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
USER FEES	5,748	7,251	9,200	7,251	7,251	7,251
DONATIONS	4,750	5,500	4,350	4,000	4,000	4,000
GRANTS	188,228	191,383	199,083	204,422	210,540	216,841
Total Revenue	198,726	204,134	212,633	215,673	221,791	228,092
Expenses:						
STAFFING - WAGES & CONTRIBUTIONS	59,449	65,737	66,686	69,687	72,823	76,100
STAFFING COSTS - TRAINING & OTHER	1,606	800	1,750	1,750	1,750	1,750
CONTRACTED SERVICES & RENTALS	37,454	40,451	38,343	38,343	38,343	38,343
GOODS & SUPPLIES	10,747	13,622	13,896	13,896	13,896	13,896
MEMBERSHIP & REGISTRATION	465	285	285	285	285	285
OTHER - LIBRARY GRANT & OTHER COMMUNITY GR	7,232	11,480	10,125	10,125	10,125	10,125
POSTAGE & COPIES	317	365	439	439	439	439
UTILITIES	2,193	1,776	2,049	2,050	2,050	2,050
TRANSFER TO RESERVES	100,000	100,000	120,000	120,000	120,000	120,000
Total Expenses	219,462	234,516	253,573	256,575	259,711	262,988
NET SURPLUS (DEFICIT)	(20,735)	(30,382)	(40,940)	(40,901)	(37,920)	(34,895)

Library



LIBRARY

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	0	0	0	0	-
Total Expenses	61,007	65,181	68,521	3,340	5%
Net Surplus (Deficit)	(61,007)	(65,181)	(68,521)	(3,340)	5%

The library 2026 interim budget includes the following:

- NLLS membership fees.
- Insurance allocation.
- Building maintenance.
- Gas and power allocation.
- Library grant- increase of 5%.



**Town of Bon Accord
LIBRARY
Operating Budget
2026**

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
Total Revenue		0	0	0	#DIV/0!
Expenses:					
12-7400-228	LIBRARY - MEMBERSHIP AND REGISTRATION	11,475	11,475	0	0%
12-7400-237	LIBRARY - INSURANCE/BUILDING	1,456	1,456	0	0%
12-7400-240	LIBRARY - CONTRACTED SERVICES/MAINTENAN	1,000	1,000	0	0%
12-7400-543	LIBRARY - NATURAL GAS	2,333	1,971	362	18%
12-7400-544	LIBRARY - POWER	2,368	2,047	320	16%
12-7400-764	LIBRARY - TOWN GRANT	49,889	47,232	2,657	6%
Total Expenses		68,521	65,181	3,340	40%
Balance		(68,521)	(65,181)	(3,340)	5%

LIBRARY - 3 YEAR OPERATING PLAN

	Actual 2024	Budget 2025	Budget 2026	Plan 2027	Plan 2028	Plan 2029
Revenue:						
Total Revenue		-	-	-	-	-
Expenses:						
CONTRACTED SERVICES & RENTALS	0	1,000	1,000	1,000	1,000	1,000
INSURANCE	692	1,456	1,456	1,601	1,761	1,938
MEMBERSHIP & REGISTRATION	11,308	11,475	11,475	11,819	12,174	12,539
OTHER - LIBRARY GRANT & OTHER COMMUNITY GRANTS	44,520	47,232	49,889	51,386	52,927	54,515
UTILITIES	4,488	4,019	4,701	4,842	4,987	5,137
Total Expenses	61,007	65,181	68,521	70,648	72,850	75,129
NET SURPLUS (DEFICIT)	(61,007)	(65,181)	(68,521)	(70,648)	(72,850)	(75,129)

Taxation



TAXATION

	Actual 2024	Budget 2025	Budget 2026	\$ Budget Variance 2026-2025	% Budget Variance 2026-2025
Total Revenue	2,669,186	2,710,650	2,726,520	15,870	1%
Total Expenses	428,314	464,834	456,008	(8,826)	-2%
Balance	2,240,872	2,245,817	2,270,512	24,695	1%

The 2026 interim budget includes the following:

- Municipal taxation revenue is \$1,889,846.
- Tax penalty revenue of \$33,270.
- Franchise fees are \$245,396.
- Investment and bank interest revenue of \$102,000.
- Alberta School requisitions
 - ASFF Residential/Farmland \$399,896.
 - ASFF Non-Residential \$31,798.
 - Separate Residential/Farmland \$8,370.
 - Separate Non-Residential \$944.
 - New school requisition due to separate school declarations.
- Homeland Housing requisition \$15,000 (estimate).

Town of Bon Accord
TAXATION
Operating Budget
2026

		Draft 2026	Final 2025	Variance \$	Variance %
Revenue:					
11-0000-110	MUNICIPAL TAXES	2,345,854	2,297,073	48,781	2%
11-0000-510	PENALTIES ON TAXES	33,270	33,270	0	0%
11-0000-540	FRANCHISE FEES	245,396	254,084	(8,688)	-3%
11-0000-550	RETURN ON INVESTMENTS	102,000	126,224	(24,224)	-19%
11-0000-740	PROVINCIAL GRANTS	0	0	0	#DIV/0!
Total Revenue		2,726,520	2,710,650	15,870	#DIV/0!
Expenses:					
12-9900-751	REQUISITIONS A.S.F.F. SCHOOL	441,008	450,820	(9,812)	-2%
12-9900-752	REQUISITIONS HOMELAND HOUSING	15,000	14,014	986	7%
12-9900-753	REQUISITIONS - DI PROPERTY	0	0	0	#DIV/0!
12-9900-754	LOSS ON SALE OF ASSET	0	0	0	#DIV/0!
Total Expenses		456,008	464,834	(8,826)	-2%
Balance		2,270,512	2,245,817	24,695	1%

TAXATION - 3 YEAR OPERATING PLAN

	Actual 2024	BUDGET 2025	BUDGET 2026	PLAN 2027	PLAN 2028	PLAN 2029
Revenue:						
TAXATION (INCLUDING REQUISITIONS)	2,215,517	2,330,343	2,379,124	2,421,163	2,460,766	2,501,740
FRANCHISE FEES	238,950	254,084	245,396	247,496	248,500	249,500
INVESTMENTS	214,720	126,224	102,000	100,000	100,000	100,000
GRANTS	-	-	-	-	-	-
Total Revenue	2,669,186	2,710,650	2,726,520	2,768,659	2,809,266	2,851,240
Expenses:						
TAXATION REQUISITIONS	428,314	464,834	456,008	460,250	461,300	462,950
Total Expenses	428,314	464,834	456,008	460,250	461,300	462,950
NET SURPLUS (DEFICIT)	2,240,872	2,245,817	2,270,512	2,308,409	2,347,966	2,388,290

2026 Draft Interim Budget Summary

DRAFT Interim Budget 2026

Budgeted Operating Revenue:
\$4,685,140

Budgeted Operating
Expenses: \$4,685,140

Municipal Taxation:
\$2,726,520

Budget Increase: 1.1%

Budget 2025

Budgeted Operating Revenue:
\$4,547,465

Budgeted Operating
Expenses: \$4,547,465

Municipal Taxation:
\$2,710,650

Budget Increase: 6.8%



Assuming that assessments remain the same, the projected increase to the municipal tax levy required to collect municipal taxation revenue would be approximately **3.17%** for each class except non-residential. The estimated budgeted projection for a tax levy increase in 2025 was 3.5%.

The effect on the average municipal levy for each class would be as follows:

	Avg. Assessment	New Projected Levy	Prior Levy	Increase per Year	Increase per Month
Residential	260,146	2,948	2,857	90	7.55
Non- Residential	360,242	6,926	6,926	0	0
NR-Vacant	109,050	4,154	4,026	127	10.64
Farmland	9,440	515	499	16	1.32
Machinery & Equipment	49,470	1,034	1,002	32	2.65

RESIDENTIAL/FARMLAND TAX RATE INCREASES

Municipality	2021	2022	2023	2024	2025
<i>Bon Accord</i>	0%	0%	2%	2%	2%
<i>Redwater</i>	6%	2%	0%	2%	-1.5%
<i>Legal</i>	3%	3%	-4%	0%	0.06%
<i>Gibbons</i>	3%	5%	5%	4%	1%
<i>Morinville</i>	NO DATA	NO DATA	NO DATA	NO DATA	1.36%
<i>Bruderheim</i>	NO DATA	NO DATA	NO DATA	NO DATA	-9.10%
<i>Sturgeon</i>	NO DATA	NO DATA	3%	1%	0%
<i>St. Albert</i>	NO DATA	NO DATA	0%	4%	0.45%
<i>Edmonton</i>	3%	-1%	1%	9%	-0.51%

NON-RESIDENTIAL TAX RATES

Municipality	2021	2022	2023	2024	2025
<i>Bon Accord</i>	0%	0%	2%	0%	-1%
<i>Redwater</i>	6%	5%	4%	2%	12%
<i>Legal</i>	0%	2%	-4%	-3%	8.48%
<i>Gibbons</i>	3%	5%	5%	4%	1%
<i>Morinville</i>	NO DATA	NO DATA	NO DATA	NO DATA	14.32%
<i>Bruderheim</i>	NO DATA	NO DATA	NO DATA	NO DATA	4.49%
<i>Sturgeon</i>	NO DATA	NO DATA	-4%	8%	0%
<i>St. Albert</i>	NO DATA	NO DATA	0%	4%	0.45%
<i>Edmonton</i>	8%	6%	-1%	9%	6.88%

2027 – 2029 Draft Budget Plans Summary

Plan 2027

Planned Operating Revenue:
\$4,730,849

Planned Operating Expenses:
\$4,776,607

Deficit: \$(45,759)

Budget Increase: 1.65%

Plan 2028

Planned Operating Revenue:
\$4,804,619

Planned Operating Expenses:
\$4,909,260

Deficit: \$(104,641)

Budget Increase: 2.33%

Plan 2029

Planned Operating Revenue:
\$4,862,593

Planned Operating Expenses:
\$5,019,030

Deficit: \$(156,796)

Budget Increase: 1.87%



Capital

The 2026 Capital Budget focuses on sustaining essential municipal infrastructure, managing risk, and supporting long-term service delivery.

Investments are prioritized based on asset conditions, safety requirements, and operational efficiency. A total of \$3,014,911 is proposed for capital projects, funded through a combination of grants and reserves. The majority of these investments address aging infrastructure to prevent higher future costs, protect service reliability, and ensure compliance with regulatory standards. These projects are not just expenditures, they are long-term commitments to the safety, functionality, and resilience of our community.

The 2026 capital budget ensures long-term reliability of municipal infrastructure, protects the community livability for residents, and positions the Town for operational efficiencies. Projects are funded through grants (81%) and reserves (19%).

The 2026 interim capital budget includes the following projects:

ROADS

- **Project: 50th Avenue Full Reclamation**
 - Cost: \$861,511
 - Funding Source: Canada Community Building Fund (\$97,712) and the Local Government Fiscal Framework Grant (\$763,799)
 - Purpose/Benefit: Rebuild the road from the base up to fix structural failures, improve drainage, and extend lifespan, reducing future maintenance and improving safety.
 - Risk of Deferral: Further deterioration of the road, increased maintenance costs, costs to replace increasing.
- **Project: Sidewalk Replacement**
 - Cost: \$40,000
 - Funding Source: Canada Community Building Fund
 - Purpose/Benefit: Replace deteriorated sidewalks to improve safety, accessibility, and pedestrian comfort and reduce future maintenance needs.
 - Risk of Deferral: Further deterioration of the sidewalk, safety hazards for residents, increased maintenance costs.

BUILDINGS

➤ **Project: Town office window replacement**

- Cost: \$17,400
- Funding Source: Reserves
- Purpose/Benefit: Replace aging town office windows to improve efficiency, reduce maintenance costs and enhance comfort for staff and visitors.
- Risk of Deferral: Higher energy costs, increased deterioration, potential water damage, and reduced comfort and efficiency of the work environment.

➤ **Project: Arena Heating**

- Cost: \$22,000
- Funding Source: Sturgeon Recreation reserve
- Purpose/Benefit: Install radiant heating on the west side of the bleachers - improve spectator comfort, encourage arena use and attendance, and enhance the usability of the arena.
- Risk of Deferral: Limited spectator comfort and attendance, decreased community engagement.

➤ **Project: Arena exit door replacement**

- Cost: \$8,000
- Funding Source: Sturgeon Recreation reserve
- Purpose/Benefit: Replace arena exit doors to improve safety, ensure code compliance, enhance energy efficiency and provide reliable access.
- Risk of Deferral: Reduced energy efficiency, increase likelihood of door failures and/or maintenance issues.

EQUIPMENT

➤ **Project: Indoor station compressor**

- Cost: \$5,000
- Funding Source: Reserves
- Purpose/Benefit: Replace critical equipment to ensure reliable operations, maintain service delivery efficiency, and prevent costly downtime or failures.
- Risk of Deferral: Increased maintenance costs, possible downtime from failure of equipment, decreased service efficiency.

➤ **Project: Arena Floor Scrubber**

- Cost: \$6,000
- Funding Source: LGFF operating grant
- Purpose/Benefit: Purchase equipment to ensure reliable operations and to improve service delivery for the arena building.
- Risk of Deferral: Increased maintenance and operational costs.

FIRE

➤ **Project: Fire hydrant replacement**

- Cost: \$30,000
- Funding Source: Reserves
- Purpose/Benefit: Replacement ensures dependable emergency response, maintains adequate water flow for fire protection, and reduces risk of failure during critical incidents.
- Risk of Deferral: Failure of the fire hydrant, increasing costs, decreased efficiency of response during incidents.

WATER & STORMWATER

➤ **Project: Utility – Water Vault Relocation**

- Cost: \$25,000
- Funding Source: Canada Community Building Fund
- Purpose/Benefit: Relocation of the water vault is essential for property development.
- Risk of Deferral: Increasing costs, delays in development slowing economic growth.

➤ **Project: Stormwater Park**

- Cost: \$2,000,000
- Funding Source: Drought and Flood Protection Plan Grant (\$700,000), FCM Grant (\$800,000), and reserves (\$500,000)
- Purpose/Benefit: Manage runoff, reduce flooding risk, and provide a multifunctional space for the community.
- Risk of Deferral: Grants are already confirmed, could lose the grants, increased flooding risks, increased maintenance costs.

2026 Canada Community Building Fund – \$308,172 projected (including carryforward)

2026 Local Government Fiscal Framework - \$763,799 projected (including carryforward)

Reserves



RESERVES		Actual 2023	Actual 2024	Budgeted 2025	Budgeted 2026
Schedule Per Policy :					
OPERATING					
General Reserve	Schedule A-1	852,920	847,920	645,170	642,425
Community Services	Schedule A-2	4,417	6,917	4,417	4,417
Facility Infrastructure Reserve	Schedule A-3	19,946	47,336	40,846	43,446
Parks & Recreation Reserve	Schedule A-4	26,032	22,101	0	0
Protective Services - COPS	Schedule A-5	2,255	2,255	2,255	0
Snow Removal Reserve	Schedule A-6	15,000	15,000	15,000	15,000
CAPITAL					
Gateway Plan Reserve	Schedule B-1	14,471	14,471	11,471	11,471
Fleet & Equipment Reserve	Schedule B-2	10,552	1,577	1,577	1,577
Parks , Recreation, and Culture	Schedule B-3	-	100,000	333,881	438,881
Protective Services - Fire Reserve	Schedule B-4	101,506	86,506	66,506	46,506
Sewer System Projects	Schedule B-5	199,990	225,273	252,569	294,865
Storm Water System Projects	Schedule B-6	81,173	101,456	98,512	120,808
Transportation Projects	Schedule B-7	488,215	509,765	806,584	842,464
Veterans Park Reserve	Schedule B-8	11,853	-	-	-
Water System Projects	Schedule B-9	310,612	345,156	383,600	422,044
TOTALS		\$ 2,138,943	\$ 2,325,735	\$ 2,662,390	\$ 2,883,906
Unrestricted Surplus			\$ 1,878,507	\$ 1,072,807	unknown

Includes transferring the Protective Services – COPS reserve to the General Reserve.



5-Year Capital Plan 2027-2030
10-Year Capital Plan 2027-2036

		5-Year Capital Plan 2027-2030											
		10-Year Capital Plan 2027-2036											
		Projected Cost	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
WATER/WASTEWATER/STORM SYSTEMS													
W1	Sewer Line Repairs			30,000	30,000	30,000							
W2	Water Pump Rebuild Program		7,500		7,500		7,500		7,500				
W3	Storm Water Drainage - Spruce Meadows	538,500		538,500									
W3-A	52nd Street Culvert Replacement	25,000		25,000									
W4	Storm Park Project (wetlands)	2,000,000	2,000,000										
W5	Sewer Pump Rebuild Program												
W6	Fire Hydrant Replacement		30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
W7	Pietz Wells (6) - lagoon decommissioning	5000 each		15,000	15,000								
W8	Water Vault relocation	25,000	25,000										
W9	Hwy 28 and 51st Street Drainage												
TOTALS		\$ 2,588,500	\$ 2,062,500	\$ 623,500	\$ 67,500	\$ 60,000	\$ 37,500	\$ 30,000	\$ 37,500	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
ROADS													
R1	48 Street Mill & Overlay												
R2	51A Avenue Mill & Overlay												
R3	45 Street (54 Avenue to 53 Avenue)												
R4	47 Avenue (51 Street to 50 Street)												
R5	48A Avenue (51 Avenue to 51 Street)												
R6	49 Street (48th Avenue to 50 Avenue)												
R7	49 Street Mill & Overlay												
R8	50 Avenue - Complete Reconstruction	861,511	861,511										
R9	51 Avenue (57th street to 51st street)												
R10	52 Street (Arena road)												
R11	53 Avenue (49 Street to 47 Street)												
R12	54 Avenue (45 street to East Boundary)	3,100,000				3,100,000							
R12-A	54th Avenue Feasibility Study	200,000	200,000										
R13	54 Avenue (47 Street to 45 street)												
R14	54 Avenue (49 Street to 47 Street)												
R15	57 Street (Hwy 28 to 52A Avenue)												
R16	Spruce Meadow Lane (48A Avenue to 51 Avenue)												
R17	Sidewalk Replacement Program		40,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
R18	Dark Sky Walking Trail			10,000	10,000	10,000							
TOTALS		\$ 4,161,511	\$ 1,101,511	\$ 30,000	\$ 30,000	\$ 3,130,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000

10-Year Capital Plan 2027-2036

[illegible]

[illegible]

		5-Year Capital Plan 2027-2030										
		10-Year Capital Plan 2027-2036										
	Projected Cost	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Medium Priority:												
Lighting	20,000		20,000									
Wiring - new ice plant	20,000		20,000									
Emergency Lights	8,000		8,000									
Wiring for mechanical equipment	65,000		65,000									
CCTV System	65,000		65,000									
Security Intrusion System	35,000		35,000									
Arena Exhaust Fans and Louvre Actuators	12,000		12,000									
Exhaust Fans - Main Locker Rooms/Washroom	5,000		5,000									
Roof Access Hatch - light guage steel frame	8,000		8,000									
Millwork - Concession Area	10,000		10,000									
Low Priority:												
Plumbing Fixtures - Mezzannine	25,000		25,000									
Corrugated Metal Sheating - Building	10,000		10,000									
TOTALS	\$ 283,000	\$ -	\$ 283,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL per year		\$ 3,222,411	\$ 3,477,500	\$ 167,500	\$ 3,190,000	\$ 57,500	\$ 50,000	\$ 57,500	\$ 1,050,000	\$ 50,000	\$ 170,000	\$ 50,000

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	December 2, 2025
Presented by:	Falon Fayant, Corporate Services Manager
Title:	Holiday Closure 2025
Agenda Item No.	7.1

BACKGROUND/PROPOSAL

Per the Employment Policy #22-476 Section 16, the Town recognizes Christmas Day, Boxing Day, and New Year's Day as statutory holidays. This year, Christmas Day and Boxing Day fall on a Thursday and Friday, and New Year's Day falls on a Thursday. Therefore, the office would be closed for those days.

In previous years, Council has often approved additional office closure days as a holiday gesture of recognition and goodwill for the staff.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

During the time between Christmas and New Years, residents are spending time with their families and celebrating the holiday, therefore the office does not get a lot of walk-in or telephone traffic. Most Town services are available online. On-call staff are always available for emergencies and must complete operational checks on every 4th day. Public works staff can be called in if there is a heavy snowfall and removal is required. The arena is closed December 24th, 25th, 26th, 31st, and January 1st.

Council has historically approved the following: four (4) additional closed floater days in 2024, three (3) additional closed floater days in 2023, and three (3) additional closed floater days in 2022.

The following options are presented to Council for office closure days:

Option #1: Closed Wednesday, December 24th through to Friday, January 2nd, reopening on Monday, January 5th. This option recognizes the statutory holidays per the Employment Policy and an **additional five (5) days of holiday staff recognition**. Additional advertising of the on-call information and closure would be provided.

MON Dec. 22	TUES Dec. 23	WED Dec. 24	THURS Dec. 25	FRI Dec. 26	SAT Dec. 27	SUN Dec. 28
Open	Open	Closed FLOATER	Closed STAT	Closed STAT	Closed	Closed
MON Dec. 29	TUES Dec. 30	WED Dec. 31	THURS Jan. 1	FRI Jan. 2	SAT Jan. 3	SUN Jan. 4
Closed FLOATER	Closed FLOATER	Closed FLOATER	Closed STAT	Closed FLOATER	Closed	Closed

Option #2: Closed at noon on December 24th through to Friday, January 2nd, reopening on Monday, January 5th. This option recognizes the statutory holidays per the Employment Policy and an **additional four and a half (4.5) days of holiday staff recognition**. Additional advertising of the on-call information and closure would be provided.

MON Dec. 22	TUES Dec. 23	WED Dec. 24	THURS Dec. 25	FRI Dec. 26	SAT Dec. 27	SUN Dec. 28
Open	Open	Open until noon	Closed STAT	Closed STAT	Closed	Closed
MON Dec. 29	TUES Dec. 30	WED Dec. 31	THURS Jan. 1	FRI Jan. 2	SAT Jan. 3	SUN Jan. 4
Closed FLOATER	Closed FLOATER	Closed FLOATER	Closed STAT	Closed FLOATER	Closed	Closed

Option #3: Closed Thursday, December 25th through to Sunday, January 4th, reopening Monday, January 5th. This option recognizes the statutory holidays per the Employment Policy and an **additional four (4) days of holiday staff recognition**. Additional advertising of the on-call information and closure would be provided.

MON Dec. 22	TUES Dec. 23	WED Dec. 24	THURS Dec. 25	FRI Dec. 26	SAT Dec. 27	SUN Dec. 28
Open	Open	Open	Closed STAT	Closed STAT	Closed	Closed
MON Dec. 29	TUES Dec. 30	WED Dec. 31	THURS Jan. 1	FRI Jan. 2	SAT Jan. 3	SUN Jan. 4
Closed FLOATER	Closed FLOATER	Closed FLOATER	Closed STAT	Closed FLOATER	Closed	Closed

Option #4: Closed Wednesday, December 24th through to Sunday, December 28th, open Monday, December 29th and Tuesday December 30th, and closed Wednesday, December 31st through to Sunday, January 4th and reopening on Monday, January 5th. This option recognizes the statutory holidays per the Employment Policy and an **additional three (3) days of holiday staff recognition**. Additional advertising of the on-call information and closure would be provided.

MON Dec. 22	TUES Dec. 23	WED Dec. 24	THURS Dec. 25	FRI Dec. 26	SAT Dec. 27	SUN Dec. 28
Open	Open	Closed FLOATER	Closed STAT	Closed STAT	Closed	Closed
MON Dec. 29	TUES Dec. 30	WED Dec. 31	THURS Jan. 1	FRI Jan. 2	SAT Jan. 3	SUN Jan. 4
Open	Open	Closed FLOATER	Closed STAT	Closed FLOATER	Closed	Closed

Option #5: Office closed on Statutory Holidays; Council discusses if any other days are to be closed and amends per discussion.

MON Dec. 22	TUES Dec. 23	WED Dec. 24	THURS Dec. 25	FRI Dec. 26	SAT Dec. 27	SUN Dec. 28
			Closed STAT	Closed STAT	Closed	Closed
MON Dec. 29	TUES Dec. 30	WED Dec. 31	THURS Jan. 1	FRI Jan. 2	SAT Jan. 3	SUN Jan. 4
			Closed STAT		Closed	Closed

Additional staff recognition and holiday goodwill follows historical practices and allows for staff to spend time with family in our family-oriented community without affecting the bottom line of the budget.

Service levels and service excellence are maintained with offering services online and taking into consideration that the office has minimal phone and walk-in traffic during the recommended closure period. Many residents became proficient with online services over the course of the pandemic.

Being an employer of choice and factoring in retention strategies for long-term and, therefore, experienced employees can equal service excellence. Retention strategies, such as additional floater days during the holiday season, can minimally affect the budget, but positively impact employee morale.

STRATEGIC ALIGNMENT

Values Statement of Service Excellence: Administration and Council strive for the highest standard of service delivery and governance.

Values Statement of Integrity: A Town of great moral character that promotes consistency, truthfulness, and trust.

COSTS/SOURCES OF FUNDING

NA

RECOMMENDED ACTION (by originator):

One of the following:

1. THAT...Council approves [insert Option here] of holiday closure for 2025.

Or

2. THAT...Council approves Option #5 of holiday closure for 2025 as amended.

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 2, 2025
Presented by:	Jessica Spaidal, Legislative Services and Communications Supervisor
Title:	North Saskatchewan Watershed Alliance Contribution Request
Agenda Item No.	7.2

BACKGROUND/PROPOSAL

The Town of Bon Accord received a contribution request from the North Saskatchewan Watershed Alliance (NSWA) for a fee of \$888.60 (attached).

The attached RFD from October 18, 2022 RMC outlines the history of action on this item. The result of contacting the CRNWSC was that they are not affiliated with the NSWA and the following resolution was made:

*THAT Council declines the donation to North Saskatchewan Watershed Alliance in the amount of \$764.50 for the current year. **Carried Resolution # 22-444***

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is seeking Council's direction as to whether to include these costs in the 2026 budget.

STRATEGIC ALIGNMENT

Values Statement: Stewardship

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

COSTS/SOURCES OF FUNDING

Contribution request: \$888.60

Costs are not included in the 2025 operating budget and were not included in the 2026 budget, thus far.

RECOMMENDED ACTION (by originator)

THAT Council directs administration to...

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	October 18, 2022
Presented by:	Jodi Brown, Town Manager
Title:	North Saskatchewan Watershed Alliance Contribution Request
Agenda Item No.	6.4

BACKGROUND/PROPOSAL

During the September 20th Regular Council Meeting,

COUNCILLOR LARSON MOVED THAT Council direct administration to notify the North Saskatchewan Watershed Alliance that Council will take their request for donation for \$764.50 under consideration during 2023 budget deliberations AND FURTHER THAT administration look into the involvement of this organization with our water and wastewater commissions.

In favour: Mayor Holden, Councillor Bidney, Councillor Larson, Councillor May
Opposed: Deputy Mayor Laing

CARRIED Resolution 22-404

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration contacted the Capital Region Northeast Water Commission. They are not involved with this organization at this time. They do not receive any funding or provide any funding to this organization.

Administration has contacted the Capital Region Wastewater Commission regarding their involvement (if any) with the North Saskatchewan Water Shed Alliance and is waiting for a response.

STRATEGIC ALIGNMENT

Priority #5 Collaboration: The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services

COSTS/SOURCES OF FUNDING

2023 Operating Budget

Contribution Request: \$764.50

RECOMMENDED ACTION (by originator)

1. That Council direct administration to....

From: [Jessica Spaidal](#)
To: [Jessica Spaidal](#)
Subject: FW: NSWA 2026 Municipal Contribution Request
Date: November 18, 2025 2:18:50 PM

From: Scott Millar <scott.millar@nswa.ab.ca>
Sent: Monday, November 17, 2025 3:15 PM
To: Tim Duhamel <cao@bonaccord.ca>
Subject: NSWA 2026 Municipal Contribution Request

You don't often get email from scott.millar@nswa.ab.ca. [Learn why this is important](#)

This message's attachments contains at least one web link. This is often used for phishing attempts. Please only interact with this attachment if you know its source and that the content is safe. If in doubt, confirm the legitimacy with the sender by phone.

Dear Ms. Brown,

I hope this message finds you well. As we prepare for the 2026 operational year, I'm reaching out to request the Town of Bon Accord's support for the [North Saskatchewan Watershed Alliance](#) (NSWA).

We have attached a formal letter addressed to your Mayor and Council, outlining the importance of their contribution and highlighting select key initiatives, such as our upcoming [State of the Watershed](#) assessment. Alongside the letter, we've included a short highlights brochure from the last year. We hope this information will help Council understand how our work benefits the Town of Bon Accord and the broader watershed region.

I would appreciate your assistance in bringing the attached letter from the Chair of the NSWA Board of Directors and brochure forward to your Council for their consideration, if you feel that is an appropriate step.

The enclosed letter requests a suggested contribution of **\$888.60** (only 60 cents per capita and unchanged from last year) to support NSWA's ongoing work. Should you or Council require any additional details, I would be happy to meet with you to discuss further, provide a presentation, or answer any specific questions. Additionally, for your finance processes, I've attached an invoice for the suggested contribution.

Becoming a contributing partner is an investment in the collaborative infrastructure that supports sound regional decision-making and shared water certainty for the future.

Thank you again for your role in facilitating these discussions and for your continued leadership in ensuring our region's water resources are managed sustainably. We greatly appreciate your support, and we hope your Council will consider renewing this commitment for 2026.

Warm regards,
Scott

Scott Millar, B.Sc., P.Biol (he/him)

Executive Director | **North Saskatchewan Watershed Alliance**

Email: Scott.Millar@nswa.ab.ca | **Office:** 825.901.7676 | **Mobile:** 780.387.8440

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NSWA.AB.CA

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 2, 2025
Presented by:	Jessica Spaidal, Legislative Services and Communications Supervisor
Title:	2025-2026 Council Appointments Amendment
Agenda Item No.	7.3

BACKGROUND/PROPOSAL

Council approved the 2025-2026 Council appointments to boards, commissions, and committees at the October 30, 2025 Organizational Meeting (attached).

After an inquiry from SREMP's coordinator, it has come to administration's attention that, in accordance with the Regional Emergency Management Bylaw 2019-11, appointment of an alternate member of the Regional Emergency Advisory Committee cannot be "All of Council".

Section 6.2.2. of the bylaw states:

"Each municipality shall also appoint an alternate member to the committee who shall be permitted to vote in the absence or in place of the primary member;"

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Councillor Larson is named as the primary member, therefore, one council member must be appointed to the committee to serve as alternate.

STRATEGIC ALIGNMENT

Values Statement: Professionalism

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

Values Statement: Service Excellence

- Administration and Council strive for the highest standard of service delivery and governance.

Values Statement: Stewardship

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

COSTS/SOURCES OF FUNDING

Annual budget per the Council Remuneration Policy.

RECOMMENDED ACTION (by originator)

1. THAT Council appoints [council member name] to the Regional Emergency Advisory Committee, thereby amending the 2025-2026 Council Appointments to Boards, Commissions and Committees.

COMMITTEE	REP	FREQUENCY	STAFF	ALTERNATE
Arrow Utilities	Lynn Bidney	6 times per year; 3rd Friday (Day)		
B.A.C.S. & Lilian Schick Joint-Use*	Timothy J. Larson	Quarterly (Day)	Community Services Representative & Town Manager	Cindy Gallant
Bon Accord Public Library*	Tanya May Cindy Gallant	Once per month; 2nd Tuesday (Evening)		N/A
Capital Region Assessment Services Commission	Tanya May		Town Manager	All of Council
Capital Region Northeast Water Services Commission	Timothy J. Larson	Quarterly (Day)		Brian Holden
Community Services Advisory Board*	Brian Holden	Quarterly (Evening)	Community Services Coordinator	Cindy Gallant
Edmonton Salutes Committee	Cindy Gallant	Once per month		Tanya May
Homeland Housing Board	Lynn Bidney	Once per month; Last Thursday (Day)		N/A
Infrastructure and Transportation	Lynn Bidney	Twice per year		
Intermunicipal Collaboration Framework (ICF) Committee (and IDP – Intermunicipal Development Plan)	Lacey Laing Lynn Bidney Brian Holden	Quarterly (Day)	Town Manager	
Intermunicipal Subdivision & Development Appeal Board*	Brian Holden (until next general election)		Town Manager, as required	
Municipal Emergency Advisory Committee	All of Council	Once per year (Day)	DEM & DDEM	
Northern Lights Library System	Tanya May	Quarterly; Saturday in Elk Point (Day)		Cindy Gallant
Northern Mayor's Caucus	Mayor	Once per quarter		Deputy Mayor
Regional Emergency Advisory Committee	Timothy J. Larson	Once per quarter (Day)		All of Council
Rosieridge Waste Management Services	Mayor	Once per month; 2nd Thursday (Evening)		Deputy Mayor
Sturgeon Regional Partnership Committee	Mayor		Town Manager	Deputy Mayor
Veterans' Memorial Park Committee*	Timothy J. Larson Tanya May		Town Manager & Infrastructure Manager	

*Indicates Public Members at large also appointed or approved by Council
Organizational Meeting of Council – October 30, 2025; Resolution #25-421

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Regular Meeting of Council
Meeting Date:	December 2, 2025
Presented by:	Jessica Spaidal, Legislative Services & Communications Supervisor
Title:	Library Board Appointment
Agenda Item No.	7.4

BACKGROUND/PROPOSAL

The Town recently received a Bon Accord Public Library Board member application. The board has confirmed they are aware of the application and that they recommend the appointment.

In accordance with the *Libraries Act*: “A municipal library board shall consist of not fewer than 5 and not more than 10 members appointed by the council of the municipality.” There are currently 8 members appointed to the board.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Bon Accord Public Library Board recommends appointing Lacey Laing to the board for a 3-year term.

STRATEGIC ALIGNMENT

Priority #5: Collaboration

- The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION (by originator):

THAT Council appoints Lacey Laing to the Bon Accord Public Library Board for a 3-year term ending December 2, 2028.

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	December 2, 2025
Presented by:	Falon Fayant, Corporate Services Manager
Title:	Utilities Bylaw – Bylaw 2025-08, 1st Reading
Agenda Item No.	8.1

BACKGROUND/PROPOSAL

The Utilities Bylaw for water and wastewater needs to be updated for 2026 due to the changing utility rates within the 2026 interim operating budget (*pending Council's approval at this meeting*). The rates need to be updated prior to the first billing for January 2026.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The rate from Capital Region Northwest Water Services Commission (CRNWSC) is projected to remain the same, and the rate from Arrow Utilities will increase from \$2.05/m³ to \$2.75/m³.

The following rates are presented in the 2026 interim operating budget in order to implement full cost recovery to maintain reliable, safe, and sustainable water and wastewater services and to reduce the reliance on limited tax dollars.

Water

- Water: \$3.75/m³ (Increase from \$3.30/m³ in 2025).
- Bulkwater: \$5.84/m³ with a 10% discount for customers who use their online account (No change from 2025).

Water rates have not increased for residents since 2020.

- Base Service Charge: \$11.00 (No change from 2025).
- Capital Rate Rider: \$1.50 (No change from 2025).

Wastewater

- Wastewater: \$4.53/m³ (Increase from \$3.58/m³ in 2025).
- Base Service Charge: \$11.00 (No change from 2025).
- Capital Rate Rider: \$2.00 (No change from 2025).

The budget presentation recommended a slight increase to the capital rate rider to replenish reserves and continue planning for infrastructure asset management repair and replacement. Half of the increase goes to wastewater and half to stormwater.

A Utility Bill Comparison has been attached to this RFD to show the impact on the average residential, commercial, and institutional resident. Please also note that per legislation requirements, the rates are the same for each resident whether they are considered residential, commercial, or institutional.

Administration recommends a repeal and replacement, whereas Utilities Bylaw 2025-08 would repeal Bylaw 2024-12 rather than amending Schedule “A” Utility Rates and Other Charges. This process keeps all the utilities' bylaw information together in one document rather than having to reference two separate documents, helping keep the information clear and concise.

Amending the presented Utilities Bylaw 2025-08 would require adjustments to the 2026 interim draft budget.

The loss of projected 2026 budget revenue if no increases are made to the rates would be:

- Water department: deficit increases by \$36,194
- Sewer department: deficit increases by \$20,108

STRATEGIC ALIGNMENT

Values Statement: Professionalism

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

Values Statement: Stewardship

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

Priority #3: Infrastructure

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

COSTS/SOURCES OF FUNDING

2026 Operating Budget

RECOMMENDED ACTION (by originator)

THAT Council gives 1st reading to Utilities Bylaw 2025-08 as presented.

Or

THAT Council directs administration to amend Utilities Bylaw 2025-08 as discussed and bring back to the next meeting.

**TOWN OF BON ACCORD
BYLAW 2025-08
UTILITIES BYLAW**

A BYLAW OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE REGULATION, OPERATION, AND MAINTENANCE OF A WATER SYSTEM, SEWER SYSTEM, AND STORM SEWER SYSTEM, AND TO PROVIDE FOR THE AUTHORIZATION TO LEVY RATES AND CHARGES THEREOF IN THE TOWN OF BON ACCORD.

WHEREAS the *Municipal Government Act* gives the Municipalities the power to establish charging and collecting of water, sewer, and storm rates to meet the cost of maintaining and operating its utilities distribution systems;

AND WHEREAS the *Municipal Government Act* gives the Municipalities the power to set forth the terms and conditions for the supply and provisions of water, wastewater, and storm systems;

NOW THEREFORE, the Municipal Council of the Town of Bon Accord, duly assembled, hereby enacts as follows:

This Bylaw maybe be cited as the “Utilities Bylaw”,

1.0 DEFINITIONS

- 1.1 “Abut” means, in relation to a physical object, to be next to or to have a common boundary with;
- 1.2 “Arrow Utilities” is the organization that provides responsible transmission and treatment for member municipalities.
- 1.3 “Appurtenance” means anything that is attached to the Utility System;
- 1.4 “Backflow Prevention Valve” means a device or mechanism that prevents backflow to avoid untreated or potentially contaminated water/wastewater migration into the waterworks system, approved by the Town or the Government of Alberta;
- 1.5 “Best Management Practices (BMP)” means an integrated plan to control and reduce the release of restricted and Prohibited Waste into the wastewater works to a practicable extent, through methods including physical controls, pre-treatment processes, operational procedures and staff training;
- 1.6 “Biological Waste” means waste from a hospital, medical clinic, health care facility, mortuary or biological research laboratory;
- 1.7 “Bulk Water Outlet” means the Town overhead standpipe capable of dispensing potable water; and does not include the Town’s barrel that is located on the premises
- 1.8 “CC” or “Curb Cock” means a shut off valve constructed in line on the Water Service enabling shutting off water supply to a property or section of properties;
- 1.9 “Code of Practice” means a set of practices applicable to specific industrial, commercial, or Institutional sector operations; a Code of Practice identifies mandatory procedures, equipment, training, or other provisions required as a condition of wastewater discharge into the wastewater works system by the specified sector discharger. A Code of Practice may be included in approved Best Management Practices;
- 1.10 “Compliance Program” means the necessary steps undertaken by a discharger to bring wastewater discharged into the wastewater works into compliance with the terms and conditions of this Bylaw or related permit. Compliance Programs are applicable to existing dischargers only; new dischargers must fully comply with the requirements of this bylaw.

**TOWN OF BON ACCORD
BYLAW 2025-08
UTILITIES BYLAW**

- 1.11 "Consumer" means any Person who has applied for or actively holds an Account or Service Connection, has received any Utility Service or is otherwise responsible for paying for the Utility Services;
- 1.12 "Council" means the Municipal Council of The Town of Bon Accord;
- 1.13 "Disconnection" means the cessation or turning off of utility service for a building or a property and may include a final meter reading;
- 1.14 "Emulsifier" means any ingredient used to bind together normally non-combinative substances, such as oil and water;
- 1.15 "Facilities" means any physical Facilities and infrastructure including transmission and distribution pipelines, valves, reservoirs, lagoons, pumping stations, fire hydrants, chambers and pressure reducing valves, meters, and measurement devices owned and operated by the Town, used to supply potable water, and to collect and dispose of wastewater;
- 1.16 "Flashpoint" means the temperature at which enough vapour collects on the surface of a liquid to become flammable. The lower the Flashpoint, the more flammable the material is.
- 1.17 "Institutional" shall mean a hospital, nursing home, hotel, or school;
- 1.18 "Meter Pit" means a pit-like enclosure that protects Water Meters installed outside of buildings and allows access for reading the Meters;
- 1.19 "Municipal Servicing Standards" means the Town's engineered servicing standards as approved by Council;
- 1.20 "Overstrength" means wastewater released to a sewer that is higher in concentration for one or more constituent concentrations set out in Schedule "D" of this Bylaw;
- 1.1. "Overstrength Surcharge" means the rate per kilogram per cubic meter of water consumed and charged to a user who releases wastewater to the sewer that exceeds one or more constituent concentrations set out in Schedule "D";
- 1.21 "Owner" means the Person who is registered under the Land Titles Act, RSA 2000 c. L-4, as amended or replaced from time to time, as the Owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 1.22 "Person" means any Person, Householder, firm, partnership, association, corporation, company or organization of any kind;
- 1.23 "Planning and Development Services" means the Town representatives responsible for the approval of plumbing and gas installations within the Town;
- 1.24 "Point of Delivery" means the point where the Service Connection occurs, which is, in most cases, at or near the property line that defines the point that the Owner has the responsibility for ownership, maintenance and repair to the Private Service Line;
- 1.25 "Private Service" means all the utility Facilities serving the premises downstream of the Point of Delivery and includes the pipes, fittings, valves and Appurtenances owned by the Owner but does not include the Meter;
- 1.26 "Prohibited Waste" means matter set out in Schedule "B" of this Bylaw;
- 1.27 "Public Health Inspector" means the medical health officer of the Capital Health Authority, or their authorized representative;
- 1.28 "Publication" means Publication of a notice in a newspaper in general circulation with the Town or the mailing or delivering of a notice to a Person or Persons, due to immediate

**TOWN OF BON ACCORD
BYLAW 2025-08
UTILITIES BYLAW**

- needs the Town, as an interim measure, may post a notice on the Town's webpage or social media;
- 1.29 "Reconnection" means the process where the delivery of potable water to the private system is activated after Disconnection.
- 1.30 "Remote Meter Reading Device" means equipment installed to remotely read the Water Meter without obtaining access into the premise.
- 1.31 "Residential" means any detached single-family dwelling or residence, duplex, or Multi-Family Complex designed for individual family living;
- 1.32 "Restricted Waste" means matter set out in Schedule "C" of this Bylaw;
- 1.33 "Service Connections" means the lateral water and wastewater Service Pipes which connect an Owner's premises to the Town's Utility System with the Owner owning that portion of the Service Pipe lying within the boundaries of the Owner's premises excluding any Service Pipe lying within the boundaries of the any easement area granted to the Town for it's Utility System;
- 1.34 "Service Pipe" means a pipe which carries water from the Town Water System onto or across private property - from and within the Owners premise to the CC and a pipe which carries wastewater from the dwelling, onto or across private property, to the Town Facilities;
- 1.35 "Spills" means a direct or indirect discharge into the wastewater system, Storm Sewer or the natural environment which is abnormal in quantity and quality in light of all the circumstances of the discharge;
- 1.36 "Shut-Off" means the cessation or turning off of Utility service for a building or a property and may include a final meter reading;
- 1.37 "Storm Sewer" means a natural drainage system or a sewer for the collection and transmission of uncontaminated water, storm water, and drainage from land or from a Watercourse or any combination thereof but excluding any portion of a combined sewer for the combined collection of wastewater and uncontaminated water or storm water;
- 1.38 "Town" means The Town of Bon Accord, or its delegate;
- 1.39 "Town Manager" means the Chief Administrative Officer as appointed by the Council of the Town of Bon Accord;
- 1.40 "Utility Bill" means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for Utility Services provided by the Town;
- 1.41 "Utility Mains" means the water and sewer pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town water distribution and wastewater collection networks and delivers services to and from the Service Connections;
- 1.42 "Utility Services" means the provision of water, sewer, and storm systems;
- 1.43 "Utility System" means the Municipality's Storm Sewer system, sewage or wastewater system, and water system;
- 1.2. "Watercourse" means a natural or artificial channel through which water flows;
- 1.44 "Wastewater Discharge Permit" means a permit issued through ARROW UTILITIES which will govern the discharge of non-domestic waste and hauled wastewater into a sewer;
- 1.45 "Water Demand Management Measures" means restrictions upon the use of water for non-essential purposes, including but not limited to irrigation, washing of vehicles,

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BYLAW 2025-08
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driveways or sidewalks, and any other purpose where water is utilized externally to a residence, place of business or any other premise located within the Town on any certain day for a certain period of time;

- 1.46 "Water Meter" or "Meter" means any Approved device installed by the Town which is designed to measure the quantity of water used by a Consumer and which may have attached to it a Remote Reading Device;

2.0 CONDITIONS

- 2.1 The Town will supply Utility Services to any Owner with an approved connection to the Town's Utility System.
- 2.2 The Town operates the wastewater service in compliance with the Bylaws and regulations of Arrow Utilities.
- 2.3 The Town does not guarantee or warrant the continuous supply of Utility Services, and the Town reserves the right to change the operating pressure, restrict the availability of water services, change the capacity of wastewater services, or to disconnect Utility Services, in whole or in part, with or without notice, in accordance with this Bylaw.
- 2.4 In providing a Service Connection to the Town Utility Mains, the Town will provide and install all Facilities up to the Point of Delivery or Service Connection subject to the terms of this Bylaw. The Town will remain the Owner of all Facilities provided by the Town for a Service Connection up to the Point of Delivery unless the Town and the Consumer have expressly agreed in writing otherwise. Any payment made by the Consumer for reimbursing costs incurred by the Town for installing Facilities does not entitle the Consumer to ownership of any such Facilities unless an agreement in writing between the Town and the Consumer specifically provides otherwise.
- 2.5 An Owner is responsible for providing such Facilities as considered necessary to have a continuous and uninterrupted service of water or wastewater collection for the Owner's specific needs provided such Facilities are approved by Planning and Development Services and provided that such Facilities do not interfere with the operation of the Utility System.
- 2.6 No Consumer will prevent or hinder the Town's access to the Town's utility Facilities, including but not limited to the Water Meter. Prevention or hinderance of access may result in the Consumer being liable for the Interference or Tampering Penalty as set in Schedule "A" Utility Rates and Other Charges as attached to this Bylaw. Consumers must allow or arrange for access by the Town's personnel to inside or outside utility Facilities for the purposes of:
- 2.6.1 Installation, inspection, testing or sampling, repair, replacement, or removal of Town Facilities.
 - 2.6.2 Reading of the meter.
 - 2.6.3 Maintenance of Town Facilities.
 - 2.6.4 Investigation of a Consumer complaint or query.
 - 2.6.5 Surprise inspection relating to a concern of unauthorized use of water or tampering with Town Facilities including but not limited to the Meter and Services.
- 2.7 Before entering a premise, the Town will make all reasonable effort to notify the Consumer or other authorized Persons on the premise, except:

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- 2.7.1 In the case of emergency.
- 2.7.2 Where entry is permitted by order of a court or administrative tribunal or where otherwise legally empowered to enter.
- 2.7.3 Where the purpose of entry is in accordance with Section 2.6.5.
- 2.8 No Person will connect, or allow connection of, any other source of water or wastewater disposal to the Utility System, either directly or indirectly.
- 2.9 In all cases where the Town's Utility System supplies water to boilers or equipment of a similar nature, the Owners of the boilers or equipment will ensure the following:
 - 2.9.1 The boiler or other equipment has at least one safety valve, vacuum valve, or other device to prevent collapse and/or explosion.
 - 2.9.2 The boiler or other equipment is equipped with backflow prevention.
- 2.10 Any Person obtaining water service from the Town will only use the water supplied for that Person's own use and will not vend, sell, dispose, or distribute the water supplied to third parties.
- 2.11 An Owner will be responsible to thaw out frozen Service Pipes, including and up to the distribution main. The Town may provide the service and the Owner will be liable for the cost.
- 2.12 The Town will not be liable for damages, including building losses caused by a break within the Town's Water System or caused by the interference or cessation of the water supply necessary in connection with the repair and proper maintenance of the Town's Water System, or caused by any accident due to the operation of the Town's Water System.

3.0 ADMINISTRATION AND MANAGEMENT

- 3.1 The Town Manager is responsible for the administration and enforcement of this Bylaw.
- 3.2 The Town Manager may delegate the administration of this Bylaw to the Infrastructure Manager or the Corporate Services Manager, or positions similar thereof.
- 3.3 In addition to the Municipal Servicing Standards, the Town may establish standards, guidelines, and specifications for the design, construction, and maintenance of the Utility System.

4.0 CONSTRUCTION, INSTALLATION, AND REPAIR OF SERVICES

- 4.1 No Persons will connect to the Town's Utility System without first obtaining permission and any required permits from the Town. All applications and contracts are hereby subject to the terms and conditions of this bylaw. Permit applications must be accompanied by a detailed plan including connection information, location, elevation, scope of work, size of pipes, and the locations and type of all fittings.
- 4.2 Neither the Town nor any of its employees will be liable for the damages caused either directly or indirectly by a Utility connection and the applicant will be responsible for all backfill, surface replacement, safety, etc.
- 4.3 All new construction and installation, and all renewals, alterations, or changes and repairs to old construction will be conducted in accordance with the provisions of the Safety

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Codes Act and applicable regulations, and the Municipal Servicing Standards. The applicant will be liable for all damages caused while making such connections.

- 4.4 No Person will install or permit to be installed, an additional Service Pipe between a Water Meter and the CC, located at or near the property line.
- 4.5 The Owner of multiple housing and commercial developments will submit service design plans, duly signed by a professional engineer to the Town Manager, or their delegate, for review and approval prior to the start of construction.
- 4.6 An Owner will provide to the Town Manager, or their delegate, two (2) sets of "As Built" plans, together with a letter, duly signed by a professional engineer, indicating that the Private Service is fully operational and satisfactory bacteria sampling results have been provided.
- 4.7 Neither the Town employees, nor their agents, will carry out any work pertaining to the construction or repair or renewal of Service Pipe on private property, except with the authority of the Town Manager or their delegate, and then only after satisfactory arrangements have been made with the Owner for payment for doing such work.
- 4.8 Unless the Town Manager, or their delegate, determines otherwise, at the request of the Owner, a Service Pipe will be constructed only to those properties, which Abut directly on the Town Utility System.
- 4.9 A Service Pipe will not be extended from one lot to another, unless determined by Council.
- 4.10 Upon written notice to any Owner that an existing Private Service fails to meet the requirements of the Bylaw, or for any reason is unsatisfactory to the Town Manager, or their delegate, the Owner will affect the changes required in the notice by the date specified at the expense of the Owner.
- 4.11 For development on private property, all additional construction costs on the Service Pipe after Point of Delivery, including additional costs required for repairing of disturbed streets, will be borne by the Owner on whose property the development is occurring.
- 4.12 When a Service Pipe passes through an excavation or backfill, or through a basement way, finished or unfinished, or through a retaining wall, the Town will not be responsible for any damage due to displacement, settlement, or any cause due to the Owner's operations, whether the damage occurs during construction or afterwards.
- 4.13 If mains are required to provide services for the applicant, the applicant will be required to pay the cost of the said mains.
- 4.14 Council may refuse to make any new connection, installation, or changes to any existing service at any time for any reason which it may consider sufficient. Council may revoke or annul any permit granted to connect to the Town Utility System if it is found that the work is not being completed in accordance with the provisions of this bylaw, and the Person(s) making such connections or their successors in interest, will have no right to demand or claim any damages in consequence of permits being revoked or annulled.
- 4.15 The Point of Delivery to private property for a Service Pipe, as agreed to at the time of application, will be strictly adhered to; costs arising from non-adherence will be borne by the Owner.
- 4.16 No Person, other than Town employees or agents, or those authorized to complete new installations or repairs to existing services will operate, handle, or interfere with the Town's provision of Services and/or Facilities. Any Person found in violation of this is subject to the Interference and Tampering Charge as provided for in Schedule "A" Utility Rates and Other Charges attached to this Bylaw.

**TOWN OF BON ACCORD
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- 4.17 No unauthorized Person will cut, break, pierce, tap, impede, or obstruct, or otherwise tamper or interfere in any manner with the Town Wastewater System including manhole covers and ventilators.
- 4.18 No Person will make or cause to be made any connection with any Town Utility system or house drain, or Appurtenance thereof for the purpose of conveying, or which may convey, a flammable or explosive material, storm water, roof drainage cistern, tank overflow, condensing, or cooling water.
- 4.19 Where deemed necessary to prevent or reduce basement or cellar flooding, the Town may require the Owner to install and operate a suitable Backflow Prevention Valve or other mechanical device for the purpose of controlling the connection between the sewage system and the basement or cellar. The cost of such installation will be the responsibility of the Owner or applicant.
- 4.20 Grease traps of sufficient size and approved design will be placed on the waste pipe from all hotels, restaurants, laundries, and other such places as the Town may direct, under advisement from Municipal Service Standards.

WATER SYSTEM

5.0 WATER METERS

- 5.1 The Town will remain the owner of all metering Facilities it provides to serve the Consumer unless the Town and the Consumer have agreed otherwise. This agreement must be in writing. The Town Manager, or their delegate, will determine the size and type and number of Water Meters to supply and install. The Town Manager, or their delegate, will approve the Metering requirements where water is supplied for fire protection purposes.
- 5.2 The Town will supply, install, maintain, and retain ownership of all Water Meters and Meter Pits in accordance with manufacturers' specifications, except those privately owned or in a separate agreement for ownership and operation with the Town on the understanding that the Owner will supply every facility for the introduction, placing, and inspection of such Water Meter and Meter Pit and the reading of such Water Meter.
- 5.3 No Person, other than an employee or representative of the Town will install, test, remove, repair, replace, or disconnect a Water Meter.
- 5.4 No Person will interfere or tamper with the operation of any Water Meter or Remote Meter Reading Device, subject to 5.3. Any Person interfering or tampering with any meter seal, meter reading equipment, or water Shut-Off equipment, will be liable for the Interference or Tampering Penalty as provided for in Schedule "A" Water Rates and Charges.
- 5.5 The Town may charge for and recover from the Owner the cost of supplying, installing, altering, repairing, relocating, or replacing a Water Meter. Any such charge may be collected in the same manner as utility rates.
- 5.7 No Owner will relocate, alter, or change any existing Water Metering Facilities. The Owner will submit plans and specifications for any proposed relocation of Water Metering Facilities and, if approved by the Town Manager, or their delegate, the Owner will pay the entire cost, including any costs incurred by the Town, in making such relocation, alteration, or change unless agreed otherwise between the Owner and Council.
- 5.8 The Owner/Consumer of a premise in which a Meter is located will:

**TOWN OF BON ACCORD
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- 5.8.1 Comply with all directions of the Town to prevent Meter damage due to frost, heat, or other causes.
- 5.8.2 Promptly notify the Town of any condition or event which has resulted in any meter damage for any reason.
- 5.8.3 Promptly notify the Town if they feel their Water Meter is operating incorrectly.
- 5.9 If a Meter is damaged or destroyed, the Owner of the premise will pay for the entire cost of the removal, repair or replacement, and re-installation.
- 5.10 Should the Town Manager, or their delegate, determine that a Meter should not be positioned inside a premise to which Service is provided, the Owner will construct a Meter Pit on the Owner's property near the property line at the Owner's expense and in accordance with the Municipal Servicing Standards unless agreed otherwise between the Owner and Council.
- 5.11 Unless otherwise determined by Council, for single-family dwellings and for single unit commercial or industrial buildings, a single Water Service Connection will be constructed, and a single Meter will be installed by the Town.
- 5.12 Water Meters will be read at the discretion of the Infrastructure Manager or position similar thereof, or their delegate. If a Meter reader cannot gain access to the premise to read the Water Meter, a notice may be left requesting the Owner allow Town personnel access as soon as possible to obtain a meter reading. If a Meter cannot be read or ceases to operate between meter readings, the Town will send estimated bills. In the event a Consumer refuses to allow a Meter to be read for a period more than two (2) months, the Infrastructure Manager or position similar thereof, or their delegate, may shut off the supply of water to that Meter and charges for interference as per Schedule "A" Utility Rates and Other Charges may apply.
- 5.13 If required for any reason, Town employees may request to have a Town Bylaw Enforcement Officer accompany them to any Consumer's residence or business.
- 5.14 In the event of a discrepancy between the Remote Meter Reading Device and the Meter, the Meter will be deemed correct.
- 5.15 If an Owner doubts the accuracy of the meter installed, the Owner may provide the Town with a written notice and request for Meter testing. The Town will have the Meter tested by an approved external agency. The Owner will be notified of the test results and receive a copy.
 - 5.15.1 If the test shows the meter is recording between 98.5% and 101.5% of true consumption, the Owner will be liable for the full costs of the test and any Town related costs, including but not limited to Service Call charges. The costs will be charged to the Owner's Account.
 - 5.15.2 If the test shows the meter is not recording between 98.5% and 101.5% of true consumption, the meter will be repaired or replaced, and all expense will be borne by the Town. The rates for the previous two (2) meter readings periods will be adjusted by the same percentage as the meter found to be in error. No rate will be reduced below a minimum rate normally charged if one has been established.

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6.0 HYDRANTS AND VALVES

- 6.1 No Persons other than Town employees or Persons authorized by the Town will open, close, or interfere with any valve, hydrant, or fireplug, or draw water therefrom.
- 6.2 The Chief of the Town Fire Department, their assistants , officers and members of that Department, are authorized to use the hydrants or plugs for the purpose of extinguishing fires, for fire protection, for equipment testing, and for fire training practices, but all such uses must be under the direction and supervision of the said chief or his/her duly authorized assistants, and in no event will any inexperienced or incompetent Person be permitted to manipulate or control in any way, hydrants or plugs.
- 6.3 No Persons will in any matter whatsoever obstruct or interfere with the free access to any hydrant, valve or curb stop. No vehicle, building, rubbish, or any other matter which would cause such obstruction or interference will be placed nearer to a hydrant than the property line of the street where the hydrant is located nor within five (5) meters of either side of the hydrant in a direction parallel with the property line. Costs of repairs required because of obstruction or damage to any hydrant, valve or curb stop are the responsibility of the Person who caused the obstruction or damage.

7.0 BULK WATER

- 7.1 The Town Manager, or their delegate, at their discretion and with just cause, may restrict, or deny use of Bulk Water Facilities to any Person if receiving tanks, trucks, or hoses are in a condition deemed unsanitary for the transference of water, or for misuse of the facility and/or surrounding area.
- 7.2 A minimum air gap of twice the pipe diameter of the downspout piping will be always maintained while transferring water from the Bulk Water Outlet.
- 7.3 Commercial tanks and vessels used for Bulk Water transportation to offsite locations for human consumption must be inspected approved and have a permit issued by the local Public Health Inspector, water use and maintenance of the tanks, etc. are at the responsibility of the Commercial operator.

WASTEWATER SYSTEM

8.0 SANITARY SEWER REQUIREMENTS

- 8.1 No Person will release, or permit the release of, any matter into the sanitary sewer system wastewater works expect:
 - 8.1.1 Domestic wastewater.
 - 8.1.2 Non-domestic wastewater that complies with the requirements of this bylaw.
 - 8.1.3 Hauled wastewater, including septage, that complies with the requirements of this bylaw, or where a Wastewater Discharge Permit has been issued by the Town.
 - 8.1.4 Storm water, clear-water waste, subsurface water, or other water where permission has been granted by the Town Council.

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- 8.2 No Person will release, or permit the release of, any prohibited substance listed in Schedule "A" of this bylaw.
- 8.3 No Person will release, or permit the release of, any restricted substance which exceeds the respective concentrations listed in Schedule "C" of this bylaw into the wastewater works without a valid Wastewater Discharge Permit.
- 8.4 If required by the Town, non-domestic and hauled wastewater dischargers will not discharge to the wastewater works system until the discharger has obtained a Wastewater Discharge Permit from the Town. The completion of a Wastewater Discharge Permit by dischargers to ARROW UTILITIES wastewater transmission system is required under certain circumstances by ARROW UTILITIES bylaws addressing sewer use in the ARROW UTILITIES service area in conjunction with the Town.
- 8.5 The Town may issue and amend a Wastewater Discharge Permit to allow the discharge of non-domestic waste and hauled wastewater into a sewer upon such terms and conditions as the Town considers appropriate and without limiting the generality of the foregoing, may in the Wastewater Discharge Permit:
 - 8.5.1 Place limits and restrictions on the quantity, compositions, frequency, and nature of the waste permitted to be discharged.
 - 8.5.2 Require the holder of a Wastewater Discharge Permit to repair, alter, remove, or add to works or construct new works, and,
 - 8.5.3 Provide that the Wastewater Discharge Permit will expire on a specified date.
- 8.6 Should a Homeowner's wastewater line become blocked or plugged the following applies:
 - 8.6.1 The Homeowner must notify the Town of the blockage or plug.
 - 8.6.2 If the Utility Main is not blocked or plugged, it is then the responsibility of the Homeowner to clear the line up to the Utility Main, and the Homeowner will be responsible for all associated costs.

9.0 STORM WATER REQUIREMENTS

- 9.1 No Person will discharge or deposit or cause or permit the discharge or deposit into any Storm Sewer, land drainage works, or Watercourse whether added directly or indirectly any wastewater:
 - 9.1.1 That may interfere with the proper operation of a Storm Sewer.
 - 9.1.2 That may damage a Storm Sewer.
 - 9.1.3 That could obstruct or restrict a Storm Sewer or the flow therein.
 - 9.1.4 That could result in a hazard or adverse impact to any Person, animal, property, or vegetation.
 - 9.1.5 That may impair the quality of water in any well, lake, river, pond, spring, stream, reservoir other water of Watercourse.
 - 9.1.6 That may result in the contravention of an approval, requirement, direction, or other order issued by Alberta Environment or other enforcing agency with respect to the Storm Sewer or its discharge.
 - 9.1.7 That has a temperature greater than 40 degrees Celsius.
 - 9.1.8 Having a pH of less than 6.5 or greater than 9.0.

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- 9.1.9 Containing more than 20 milligrams per liter of suspended solids.
 - 9.1.10 Containing more than 20 milligrams per liter of BOD.
 - 9.1.11 Containing more than 100 milligrams per liter of COD.
 - 9.1.12 Containing dyes or coloring material which discolors the wastewater.
 - 9.1.13 That has two or more separate liquid layers.
 - 9.1.14 That contains solvent-extractable matter of vegetable, mineral or synthetic origin which causes a visible film, sheen, or discoloration on the water surface.
 - 9.1.15 Containing and ignitable waste or explosive matter which, by itself or in combination with other substances, can cause or contribute to any explosion or supporting combustion.
 - 9.1.16 Containing E. coli (fecal coliform) colonies more than 200 per 100 ml.
 - 9.1.17 Containing concentrations of various chemicals as indicated in the Environmental Quality Guidelines for Alberta Surface Waters (EQGASW).
 - 9.1.18 Containing the following matter, material, or waste in any amount:
 - i) Floating debris
 - ii) Sewage
 - iii) Once-through cooling water
 - iv) Blowdown
 - v) Automotive or machine oils and greases
 - vi) Fuels
 - vii) Paints and organic solvents
 - viii) Substances and contaminants from raw materials, intermediate or final products used or produced in, through or from an industrial process
 - ix) Substances used in the operation or maintenance of an industrial site
 - x) Waste disposal site leachate
 - xi) Hazardous wastes
 - xii) Biological wastes, and
 - xiii) Reactive wastes
- 9.2 Notwithstanding the above, once-through cooling water or blowdown may be released when:
- 9.2.1 A once-through cooling water or blowdown is being discharged pursuant to a certificate of approval or order relating to the premises issued by Alberta Environment.
 - 9.2.2 The Owner or tenant of the premises has written approval from the Town which expressly authorizes the discharge from the premises, and
 - 9.2.3 A copy of the certificate of approval or order referred to in subsection 9.2.1, herein, has been provided to and approved by the Town.

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10.0 PROHIBITION OF DILUTION

- 10.1 No Person will discharge directly or indirectly or permit the discharge or deposit of wastewater into a sanitary sewer works where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedule "B" or Schedule "C" of this bylaw.
- 10.2 No Person will discharge directly or indirectly or permit the discharge or deposit of sanitary sewer matter or any other matter in a Storm Sewer where water has been added to the discharge for the purposes of dilution to achieve compliance with this bylaw.

11.0 SAMPLING

- 11.1 Where sampling is required for the purposes of determining the concentration of constituents in the wastewater, storm water or uncontaminated water, the sample may:
 - 11.1.1 Be collected manually or by using an automatic sampling device, and
 - 11.1.2 Contain additives for its preservation.
- 11.2 For the purposes of determining compliance with Schedule "B", "C", or "D", discrete wastewater streams within the premises may be sampled, at the discretion of the Town.
- 11.3 Any single grab sample may be used to determine compliance with Schedules "B", "C", or "D".
- 11.4 All tests, measurements, analyses, and examinations of wastewater, its characteristics, or contents pursuant to this Bylaw will be carried out in accordance with "Standard Methods" and be performed by a laboratory accredited for analysis of the substance(s) using a method which is within the laboratory's scope of accreditation or to the satisfaction of the Town as agreed in writing prior to sample analysis.

12.0 DISCHARGER SELF-MONITORING & COMPLIANCE PROGRAMS

- 12.1 The discharger will complete any monitoring or sampling of any discharge to a wastewater works as required by the Town and provide the results to the Town in the form specified.
- 12.2 The obligations set out in or arising from 12.1 will be completed at the expense of the discharger.
- 12.3 When required as a condition of a Wastewater Discharge Permit, a discharger will provide the Town with a Compliance Program setting forth activities to be undertaken by the discharger that will result in the prevention or reduction and control of a non-compliant discharge from the premises.
- 12.4 The discharger will ensure that:
 - 12.4.1 The Compliance Program is provided and, if necessary, amended within the period specified by the Town.
 - 12.4.2 The final completion date for all activities in the Compliance Program is within the period established within the applicable Wastewater Discharge Permit, and
 - 12.4.3 The Compliance Program meets all requirements specified by the Town. Each Compliance Program shall include:

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- i A description of the processes at the premises which produce discharges that do not comply with the requirements of this Bylaw.
 - ii A description of those processes as the premises which are to be the subject of the Compliance Program.
 - iii A list of non-complying pollutants present at the premises at any stage of the premise's operations.
 - iv A description setting out the types, quantities, and concentrations of all non-complying pollutants discharge, directly or indirectly, to a sewer.
 - v A description of current wastewater reduction, recycling, wastewater treatment and compliance activities at the premises with respect to discharges to a sewer from the premises.
 - vi A description of compliance options for non-complying pollutants and wastewater discharge and an evaluation of those options.
 - vii A list of possible targets and timeframes (in compliance with any Wastewater Discharge Permit) to reduce or eliminate the discharge of non-complying matter to the wastewater works.
 - viii A declaration from an authorized Person that the content of the Compliance Program is, to the best of that Person's knowledge, true, accurate, and complete.
- 12.5 Following the approval and during the term of a Compliance Program, a discharger will:
- 12.5.1 Submit a progress report within fourteen (14) days after the scheduled completion date of each activity listed in the Compliance Program.
 - 12.5.2 Revise and update the Compliance Program as required by the Town, and
 - 12.5.3 Always keep an updated copy of the Compliance Program and progress reports at the subject premises and make copies to the Town upon request.
- 12.6 The Town may suspend or terminate a Wastewater Discharge Permit if the discharger fails or neglects to carry out or diligently pursue the activities required under a Compliance Program.

13.0 ADDITIONAL REQUIREMENTS

13.1 FOOD WASTE GRINDERS

In the case of industrial, commercial, or Institutional premises where food waste grinding devices are installed in accordance with the Building Code, the effluent from such food waste grinding devices must comply with Schedule "B" and Schedule "C".

13.2 FOOD-RELATED GREASE INTERCEPTORS

- 13.2.1 Every Registered Owner of a restaurant or other commercial or Institutional premises where food is cooked, processed, or prepared, for which the premises is connected directly or indirectly to the Wastewater system, will take all necessary measures to ensure that oil and grease are prevented from entering the Wastewater system in excess of the provisions of this bylaw. Oil and grease interceptors will not discharge to Storm Sewers.
- 13.2.2 The Registered Owner of a premises described in Subsection 13.2 (1) will install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater system. The

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oil and grease interceptors will be installed in compliance with the most current requirements of the applicable Building Code. The installation of the oil and grease interceptor will meet the requirements of the Canadian Standards Association national standard CAN/CSA B-481.2, as amended.

- 13.2.3 All oil and grease interceptors must be maintained according to the manufacturer's recommendations. The testing, maintenance and performance of the interceptor must meet the requirements of CAN/CSA B-481. Traps must be cleaned before the thickness of the organic material and solids residuals is greater than twenty-five percent of the available volume; cleaning frequency must not be less than every four weeks. Maintenance requirements must be available at the workplace where the grease interceptor is installed. Maintenance and clean out must be documented at the time of completion.
- 13.2.4 Emulsifiers will not be discharged to the Wastewater system from interceptors. No Person will use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through a grease interceptor.
- 13.2.5 A maintenance schedule and record of maintenance carried out must be submitted to the Town upon request for each interceptor installed.
- 13.2.6 The Owner or operator of the restaurant or other industrial, commercial or Institutional premises where food is cooked, processed or prepared, must, for two years, keep the records which document the maintenance and clean outs performed for interceptor clean-out and oil and grease disposal.

13.3 VEHICLE AND EQUIPMENT SERVICE OIL AND GREASE INTERCEPTORS

- 13.3.1 Every Registered Owner of a vehicle or equipment service station, repair shop or garage or of a commercial or Institutional premises or any other establishment where motor vehicles or equipment are repaired, lubricated, or maintained and where the wastewater is directly or indirectly connected to the Wastewater System must install an oil and grease interceptor designed to prevent motor oil and lubricating grease from passing into the wastewater system in excess of the limits in this bylaw.
- 13.3.2 The Registered Owner of the premises described this section must install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to the Wastewater system. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and be maintained as recommended by the Canadian Petroleum Products Institute (CPPI).
- 13.3.3 All oil and grease interceptors and separators must be maintained in good working order and according to the manufacturer's recommendations and must be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance and inspected to ensure the surface oil and sediment levels do not exceed the recommended level. In the absence of manufacture's recommendations, the settled solids must not accumulate in the final stage chamber of the sediment interceptor in excess of 25% of the wetted height. Maintenance and clean out must be documented at the time they are performed.
- 13.3.4 A maintenance schedule and record of maintenance must be submitted to the Town upon request for each oil and grease interceptor installed.

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- 13.3.5 The Owner or operator of the premises as set out in this section must, for two years, keep the records which document the maintenance and clean outs performed for interceptor clean-out and oil and grease disposal.
- 13.3.6 Emulsifiers must not be discharged to the Wastewater system into interceptors. No Person will use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through an oil and grease interceptor.

13.4 SEDIMENT INTERCEPTORS

- 13.4.1 Every Registered Owner of the premises from which sediment may directly or indirectly enter the Wastewater system, including but not limited to premises using a ramp drain or area drain and vehicle wash establishments, must take all necessary measures to ensure that such sediment is prevented from entering the drain or the Wastewater system in excess of the limits in this bylaw.
- 13.4.2 Catch basins installed on private property for the purposes of collecting storm water and carrying it into Storm Sewers must be equipped with an interceptor and the installation of these catch basins on private property must comply with the requirements of the Town.
- 13.4.3 All sediment interceptors must be maintained in good working order and according to manufacturer's recommendations and must be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance. In the absence of manufacturer's recommendations, the settled solids must not accumulate in the final stage chamber of the sediment interceptor in excess of 25% of the wetted height. Maintenance and clean out must be documented at the time it is performed.
- 13.4.4 The Owner or operator of a premises as referred to in this section must, for 2 years, keep the records which document interceptor clean-out and sediment disposal.
- 13.4.5 A schedule and record of maintenance must be submitted to the Town upon request for each sediment interceptor installed.

13.5 DENTAL WASTE AMALGAM SEPARATOR

- 13.5.1 Every Owner or operator of the premises from which dental amalgam may be discharged, which waste may directly or indirectly enter a sewer, must install, operate and properly maintain dental amalgam separator(s) with at least 95% efficiency in amalgam weight and certified *ISO 11143 – "Dentistry - Amalgam Separators"*, in any piping system at its premises that connects directly or indirectly to a sewer, except where the sole dental-related practice at the premises consists of one or more of the following specialties or type of practice:
 - i Orthodontics and dentofacial orthopedics
 - ii Oral and maxillofacial surgery
 - iii Oral medicine and pathology
 - iv Periodontics or,
 - v A dental practice consisting solely of visits by a mobile dental practitioner who prevents any dental amalgam from being released directly or indirectly to the wastewater works.

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13.5.2 Notwithstanding compliance with Subsection 13.5.1, all Persons operating or carrying on the business of a dental practice shall comply with Schedules “B” and “C” of this Bylaw.

- i All dental waste amalgam separators must be maintained in good working order and according to the manufacturer’s recommendations.

13.5.3 A maintenance schedule and record of maintenance must be submitted to the Town upon request for each dental amalgam separator installed.

13.6 PRE-TREATMENT FACILITIES

13.6.1 When not adhering to the requirements and prohibitions to the bylaw or where required by the Town, the Owner or operator must install on the premises, and prior to the sampling point, a wastewater pre-treatment facility.

13.6.2 The Owner or operator must ensure the design, operation, and maintenance of the pre-treatment facility achieves the treatment objectives and operates and is maintained in accordance with the manufacturer’s recommendations.

13.6.3 The Owner or operator must not deposit the waste products from the pre-treatment facility in a wastewater works and must ensure any waste products from the pre-treatment facility are disposed of in a safe manner.

13.6.4 The maintenance records and waste disposal records must be submitted to the Town upon request.

13.6.5 The Owner and operator must keep documentation pertaining to the pre-treatment facility and waste disposal for two years.

13.7 HAULED WASTEWATER/WASTE

13.7.1 No Person will discharge hauled wastewater/waste to the wastewater works unless:

- i The carrier of the hauled wastewater/waste, operating as a waste management system is certified according to all applicable Federal and Provincial legislation, as amended from time to time, and haul wastewater/waste meets the conditions set out by all applicable Federal and Provincial environmental protection regulations, as amended from time to time.
- ii The carrier meets all conditions for discharge that are or may be set from time to time with respect to the discharge of hauled wastewater/waste by ARROW UTILITIES and,

13.7.2 No Person will discharge or permit the discharge of hauled wastewater/waste to the wastewater works:

- i At a location other than a hauled wastewater/waste discharge location approved by the Town.
- ii Without a manifest, in a form approved by the Town, completed and signed by the carrier prior to the discharge, and
- iii Without the use of a discharge hose placed securely in the discharge port at the approved location.

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13.8 NON-CONTACT COOLING WATER

The discharge of non-contact cooling water or uncontaminated water to a sanitary sewer for from any Residential property is prohibited unless the discharge is in accordance with a Wastewater Discharge Permit.

13.9 WATER ORIGINATING FROM A SOURCE OTHER THAN THE MUNICIPAL WATER SUPPLY

The discharge of water originating from a source other than the Town's water supply, including storm water or groundwater, directly or indirectly to a sanitary sewer is prohibited unless the discharge is in accordance with a Wastewater Discharge Permit.

14.0 SPILLS

In the event of a spill to a wastewater works and/or Storm Sewer works, the Person responsible or the Person having the charge, management, and control of the spill will immediately notify and provide any requested information regarding the spill to:

14.1 If there is any immediate danger to human health and/or safety:

14.1.1 911 emergency

14.1.2 The Infrastructure Manager or position similar thereof, or delegate, via the On-Call Emergency Phone Number (780) 975-0770

14.1.3 ARROW UTILITIES's Wastewater Treatment Plant Control Room (780)416-9967

Or

14.2 If there is no immediate danger:

14.2.1 The Town on-call staff (780) 975-0770

14.2.2 The Owner of the premise where the spill occurred

14.2.3 ARROW UTILITIES's Wastewater Treatment Plant Control Room (780)416-9967, and

14.2.4 Any other Person whom the reporting Person knows or ought to know may be directly affected by the spill

14.3 The Person responsible for the spill will provide a detailed report on the spill to the Town within five working days after the spill. The detailed report must contain the following information to the best of their knowledge:

14.1.1 Location where the spill occurred.

14.1.2 Name and telephone number of the Person reporting the spill, and the location and time, where and when they can be contacted.

14.1.3 Date and time of the spill.

14.1.4 Material spilled, including characteristics and composition of the material.

14.1.5 Volume of the material spilled.

14.1.6 Duration of the spill event.

14.1.7 Work completed and any work still in progress in the mitigation of the spill.

14.1.8 Preventative actions being taken to ensure a similar spill does not reoccur.

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- 14.1.9 Copies of applicable spill prevention and spill response plans.
- 14.4 The Person responsible for the spill and the Person having the charge, management, and control of the spill will do everything reasonably possible to contain the spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the spill and contaminated residue and restore the affected area to its condition prior to the spill.
- 14.5 Nothing in this Bylaw relieves any Persons from complying with any notification or reporting provisions of other government agencies, including Federal and Provincial agencies as required and appropriate for the material and circumstances of the spill, or any other Bylaw of the Town.
- 14.6 The Town may invoice the Person responsible for the spill to recover costs of time, materials, and services arising because of the spill. The Person responsible for the spill must pay the costs invoiced.
- 14.7 The Town may require the Person responsible for the spill to prepare and submit a spill contingency plan to the Town to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

15.0 AUTHORITY TO INVESTIGATE

The Town, or their authorized agent, has the authority to carry out any inspection reasonably required to ensure compliance with this Bylaw, including but not limited to:

- 15.1 Inspecting, observing, sampling, and measuring the flow in any private:
- 15.1.1 Sewer
 - 15.1.2 Wastewater disposal system
 - 15.1.3 Storm water management facility and
 - 15.1.4 Flow monitoring point
- 15.2 Taking samples of wastewater, storm water, clear-water waste and subsurface water being released from the premises of flowing within a sewer system.
- 15.3 Performing on-site testing of the wastewater, storm water, clear-water waste and subsurface water within or being released from private drainage systems, pre-treatment Facilities, and storm water management Facilities.
- 15.4 Collecting and analyzing samples of hauled wastewater coming to a discharge location into the wastewater works.
- 15.5 Inspecting the types and quantities of chemicals being handled or used on the premises in relation to possible release to a drainage system or Watercourse.
- 15.6 Requiring information from any Person concerning a matter.
- 15.7 Inspecting and copying documents or removing documents from the premises to make copies.
- 15.8 Inspecting chemical storage areas and spill containment Facilities and requesting Safety Data Sheets (SDS) for materials stored or used on site.
- 15.9 Inspecting the premises where a release of prohibited or Restricted Wastes or of water containing prohibited or Restricted Wastes has been made or is suspected of having been made, and to sample.

No Person will hinder or prevent the Town or their authorized agent from carrying out any of their powers or duties.

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16.0 OVERSTRENGTH SURCHARGE

- 16.1 The Town or their authorized agent may assess Overstrength Surcharges for wastewater discharges that exceed the limits of treatable parameters set in accordance with Schedule "D" of this Bylaw.
- 16.2 Any Overcharge Surcharge will be added to a monthly Utility Bill.

17.0 BEST MANAGEMENT & CODES OF PRACTICE

- 17.1 ARROW UTILITIES has adopted one or more Best Management Practices which includes Codes of Practice that apply the Designated Sector Operations, as outlined in ARROW UTILITIES's Code of Practice Registration Form for Designated Sector Operations, available on ARROW UTILITIES's website at www.arrowutilities.ca
- 17.2 A Code of Practice does not apply to a discharging operation that is subject to a Wastewater Discharge Permit, unless otherwise specified in the permit.
- 17.3 A Code of Practice does not apply to the discharge of domestic wastewater.
- 17.4 Nothing in a Code of Practice relieves a Person discharging wastewater from complying with this Bylaw, a Wastewater Discharge Permit of any other applicable enactment.
- 17.5 If a Code of Practice establishes a requirement in relation to a specific discharging operation which differs from a provision in this Bylaw, the requirement in the Code of Practice prevails.

18.0 AUTHORITY TO RESTRICT OR SHUT-OFF UTILITY SUPPLY

- 18.1 The Town Manager, or their delegate, may without notice Shut-Off the Utility Service to any part of the Town or any Service in the case of an emergency.
- 18.2 The Town Manager, or their delegate, in a non-emergent situation for any reason deemed necessary including but not limited to repairing and maintaining the Utility System, may shut-off the Utility Service to any part of the Town or Service provided reasonable notice of such intended Shut-Off is given to all affected Owners, except in the event of routine maintenance with Shut-Off not to exceed thirty (30) minutes. The Town Manager, or their delegate, will have the sole discretion to determine what reasonable notice is in the circumstance.
- 18.3 The Town Manager, or their delegate, may Shut-Off the Utility Service if the Consumer's Facilities are deemed to be unsafe or defective, leak excessively or cause contamination or deterioration of the Utility System.
- 18.4 The Town Manager, or their delegate, may restrict and regulate the hours or time during which water may be used for any purpose other than for firefighting.
- 18.5 The Town Manager, or their delegate, may, by Publication upon reasonable notice, implement Water Demand Management Measures to restrict water usage to any or all parts of the Town. Such measures include but are not limited to a restriction on the watering of lawns, gardens, streets, yards or grounds, or the use of a hose or similar device to wash vehicles, or the exteriors of houses or other buildings. Other measures include but are not limited to varying the hours and days of the use of water.
- 18.6 After Publication of any Water Demand Management Measures, it will be an offence for a Person to use water in contravention of the declared Water Demand Management Measures. A Consumer who is not adhering to the Water Demand Management Measures may have their service Shut-Off with reasonable notice.

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18.7 No Persons will have any claim for compensation or damages because of the Town shutting off the water with or without notice for any reason or from failure of the water supply from any cause whatsoever.

18.8 Failure to adhere to this Bylaw may result in service Disconnection.

19.0 UTILITY RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

19.1 The Consumer will pay to the Town the utility distribution and other charges as applicable as set out in Schedule "A" Utility Rates and Other Charges as attached to this Bylaw for all service consumption, including but not limited to leaks up to the utility mains.

19.2 New account requests or changes for Utility Services must be in the name of the Owner(s) registered on the property title only, other than those accounts specific to Bulk Water use.

19.3 Prior to Utility use, an Owner must open an account, and is subject to the application fee and security deposit fees as in Schedule "A" Utility Rates and Other Charges as attached. The Owner is responsible for ensuring the Town has accurate contact information, i.e. address, email address, phone number.

19.4 The Security Fee will be fully refundable, less any outstanding Account balances, upon termination of the Account.

19.5 Should there be a disagreement of the classification of any service, Council will have the final, binding decision.

19.6 Persons who use Utility Services without opening an account will be liable for the cost of utility consumption based upon reasonable estimation. Failure to open an Account may result in Utility service being Shut Off.

19.7 The Town will take readings from the Water Meters monthly. The Utility Bill, based on consumption in accordance with the rates set out in Schedule "A" hereto, will be mailed or emailed every month to Consumers.

19.8 A Utility Bill showing the current service charges will be mailed or emailed to the Owner(s) or designated renter. It remains the Owner's responsibility to ensure renters are making regular payments. Payment for Utility Services will be due and payable when the account is rendered. Payment must be made at the Town Office or at such other place as may be designated by the Council, or online, and failure to receive a billing will in no way affect the liability of the Owner(s) to pay the account.

19.9 In the event any Utility Bill remains unpaid after the date shown on the billing, there will be added by way of penalty an amount as set out in Schedule "A" being attached hereto and forming part of this Bylaw. The said penalty will be added to and shall form part of the unpaid Utility Bill.

19.10 In the event any utility charges remain unpaid for a period of sixty (60) days or longer, the Town may take any or all the following actions to recover:

- i Written notice of arrears requesting payment, including authorizing appropriate payment arrangements.
- ii Shut off Utility Services. An Arrears Fee as set out in Schedule "A" will be applied to the Account if the Account is scheduled for shut off. Any properties that cannot have the Utility Service Shut-Off (i.e. Condominiums, malfunctioning CC, etc.) may have unpaid Accounts transferred to the Owner's Property Tax Roll and may be subject to all other applicable charges.

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- iii Transference of outstanding account balance to the Owner's Property Tax Roll.
 - iv By action, in any court of competent jurisdiction.
- 19.11 If an error or omission is found in the Utility Bill charges, the Town will correct the Utility Accounts by the appropriate amount for the duration of the billing error as follows:
 - i If the correction results in an under billing for utility consumption charges to the Consumer, the Utility Bill correction will be made for a period of not more than three (3) months immediately preceding the date of discovery of error, or,
 - ii If the correction results in an over billing for utility consumption charges to the Consumer, the billing correction will be made for the period of the error if the start date of the error can be determined with reasonable accuracy. If such time cannot be determined with reasonable accuracy, the correction will be made for a period of not more than three (3) months.
- 19.12 A Consumer may contact the Town for temporary or permanent Service Disconnection of Utilities. Service Call charges per Schedule "A" will apply to disconnect the service as well as a Service Disconnection charge. To reconnect the service upon request of the Consumer, Service Call charges per Schedule "A" will apply as well as a Service Reconnection Charge. Charges will be applied to the Consumer's account and make up part of the Utility Bill.
- 19.13 Consumers who wish to close their account must make a request with the Town at least two working days before the request is to become effective. All fees up to the date of closure remain the responsibility of the Consumer. The Town may continue to levy Utility Service fees until the Account is formally closed by the Consumer. A refund will be issued for closed Accounts with a final credit balance of \$5.00 or more.
- 19.14 Any Bulk Water Consumer who transacts online, requiring no administrative assistance for adding funds to their Bulk Water account, will receive a 10% bonus of water.

20.0 PENALTIES

- 20.1 Offence Tag
 - 20.1.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue an offence tag to any Person who contravenes any provision of this Bylaw.
 - 20.1.2 An Offence Tag shall be in a form approved by the Council and will state:
 - i The name of the offender; and,
 - ii The offence.
 - iii The appropriate penalty for the offence as specified in Schedule "A" of this Bylaw; and
 - iv That the fine must be paid within 30 days of the issuance of the offence tag.
- 20.2 Where a contravention of this Bylaw is of a continuing nature, further offence tags for the same offence may be issued by the Bylaw Enforcement Officer, provided however, that

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no more than one offence tag will be issued for each day that the contravention continues.

20.3 Violation Ticket

- i If the fine specified on an offence tag is not paid within the prescribed time, then a Bylaw Enforcement Officer is hereby authorized and empowered to lay a complaint and issue a summons by means of a violation ticket.
- ii The Violation Ticket must be in the form prescribed by Alberta Regulation, as amended, being the Violation Ticket Regulations passed pursuant to the Provincial Offences Procedures Act.
- iii Imprisonment in default of payment of a fine specified in the bylaw will not be imposed under any circumstances.

21.0 SEVERABILITY

Should any provision of this Bylaw be invalid, then such provision will be severed, and the remaining Bylaw will be maintained.

22.0 GENERAL

22.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial, or other Town of Bon Accord law, order, regulation, or Bylaw.

22.2 Bylaw 2024-01 is hereby repealed when this bylaw comes into effect.

22.3 This Bylaw will come into full force and effect on January 1, 2026.

READ A FIRST TIME THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

SIGNED AND PASSED THIS

Mayor Brian Holden

Chief Administrative Officer Tim Duhamel

TOWN OF BON ACCORD
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Bylaw 2024-01 SCHEDULE “A” – UTILITY RATES AND OTHER CHARGES

1.0 DEFINITIONS OF UTILITY RATES

- 1.1 “Service Charge” means a flat fee charge intended to recover costs for such things as: billing and other related charges, customer service, energy related charges, communication, Facilities, and administration of Consumer accounts.
- 1.2 “Capital Rate Rider” means a flat fee charge intended to reflect each Consumer’s share of costs of capital program related assets, such as equipment and infrastructure replacement (i.e. Defective pipes or installation of new pipes.)
- 1.3 “Consumption Charge” means a variable volumetric charge, unless water is un-metered, that reflects the cost of utility supply.

2.0 WATER RATES

Residential, Commercial, Institutional	Billing Item	Rate	Application
	Service Charge	\$11.00	per billing month per utility account
	Capital Rate Rider	\$1.50	per billing month per utility account
	Consumption Charge	\$3.75 <u>\$3.30</u>	per cubic meter consumed during each billing period

Bulk Water (Truckfill) Pre-paid	Billing Item	Charge	Application
	Consumption Charge	\$5.84	per cubic meter consumed during each billing period
	Consumption Charge – 10% discount for online only customers	\$5.26	per cubic meter consumed during each billing period

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3.0 WASTEWATER RATES

Residential, Commercial, Institutional	Billing Item	Rate	Application
	Service Charge	\$11.00	per billing month per utility account
	Capital Rate Rider	\$2.00	per billing month per utility account
	Consumption Charge	\$4.533 <u>\$4.58</u>	per cubic meter of water consumed during each billing period

4.0 DEFINITIONS OF OTHER UTILITY CHARGES

- 4.1 “Application Fee” means a one-time flat fee applicable to new service account requests and split between water and wastewater services.
- 4.2 “Arrears Fee” means a flat fee charge intended to reflect the cost of managing and processing the administration and collection of utility accounts that are scheduled for shut off due to arrears and non-payment.
- 4.3 “Connection to Main” means a charge for a new service request where a new physical connection is required to the Utility Main System.
- 4.4 “Interference or Tampering Penalty” means a charge issued to anyone who has been found to have interfered with Town Facilities including any meter, meter seals, meter reading, or water Disconnection equipment.
- 4.5 “Late Payment Penalty” means a penalty of twenty-four percent (24%) per annum or two percent (2%) per month that is added to the outstanding amount of Utility Bills that remain unpaid after the date fixed for payment.
- 4.6 “Meter Testing Charge” means a charge intended to reflect the cost of removing, testing, and re-installing a Water Meter that the Consumer believes is faulty.
- 4.7 “Security Fee” means a one-time flat fee applicable to new utility account holders. The fee is added to the account at the time of account activation and is refundable less any outstanding amounts owing upon termination of service.
- 4.8 “Service Calls” means a per hour charge applicable to those Consumers who require service over and above that of the Basic Services provided for non-emergent issues, including Consumer request for Disconnection and Reconnection.
- 4.9 “Service Disconnection” means an option for Consumers who wish to have their service temporarily Disconnected. This is a one-time charge applied to the account at the time of Disconnection.
- 4.10 “Service Reconnection” means the option for Consumers to have their service turned back on after having requested for a temporary service Disconnection.

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4.0 OTHER UTILITY CHARGES

Billing Item	Charge	Application
Application Fee	\$30.00	Per new utility account – applied to account at time-of-service application; split between water and wastewater.
Arrears Fee	\$65.00	Applied to account during any instance of account being scheduled for Shut-Off due to non-payment.
Connection to Main	\$200.00Residential \$250.00Commercial & Institutional	tapping into main for new service
Interference, Tampering or Unauthorized Use Penalty	\$500.00	Per event
Late payment penalty	24% per annum (2% per month)	Applicable to outstanding balance – applied to total Utility Bill after the date due.
Meter Testing Charge	Flow through of costs + service call	per Consumer request, flow through of testing charge plus Service Call
Security Fee	Cost determined at time of Utility service application – based on Water Meter size ½" up to 1" meter \$200.00 1.5" meter \$750.00 2" meter \$1000.00	Per new utility account, applied at time-of-service application and refunded upon service termination less any monies outstanding.
Service Calls	\$65.00 if required during regular business hours \$100.00 if required outside of regular business hours	Per hour plus any additional costs that may be incurred in attending to non-emergent issues
Service Disconnection	Service Call Charge plus \$65.00	Per request, per utility account.
Service Reconnection	Service Call Charge plus \$65.00	Per request, per utility account.

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5.0 PENALTIES

	1 ST OFFENCE	2 ND OFFENCE
Release of any matter not in accordance with Schedule "C"	\$500	\$1,000
Release of any matter not in accordance with Schedule "D"	\$500	\$1,000
Diluting wastewater	\$500	\$1,000
Connection of storm water, roof drains etc. to sanitary sewer	\$500	\$1,000
Tampering with manhole covers or Appurtenances	\$500	\$1,000
Cutting or tapping into Town sewers	\$500	\$1,000
Obstructing the flow of sewage	\$500	\$1,000

Bylaw 2022-20 SCHEDULE “B” – PROHIBITED WASTES

No Person will discharge directly or indirectly or deposit or cause or permit the discharge or deposit of wastewater into a sanitary sewer or municipal sewer connection or private sewer connection, to any wastewater works in circumstances where:

- (1) To do so may cause or result in:
 - (a) A health or safety hazard to a Person authorized by the ARROW UTILITIES or a Member Municipality to inspect, operate, maintain, repair, or otherwise work on a wastewater works.
 - (b) An offence under any applicable federal or provincial legislation, as amended from time to time, or any regulation made thereunder from time to time.
 - (c) Wastewater sludge from the wastewater treatment facility to which wastewater discharges, either directly or indirectly, to fail to meet the objectives and criteria as listed in any applicable federal or provincial legislation, as amended from time to time.
 - (d) Interference with the operation or maintenance of a wastewater works, or which may impair or interfere with any wastewater treatment process.
 - (e) A hazard to any Person, animal, property, or vegetation.
 - (f) An offensive odour emanating from wastewater works, and without limiting the generality of the foregoing, wastewater containing hydrogen sulphide, carbon disulphide, other reduced sulphur compounds, amines or ammonia in such quantity as may cause an offensive odour.
 - (g) Damage to wastewater works.
 - (h) An obstruction or restriction to the flow in wastewater works.
- (2) The wastewater has two or more separate liquid layers.
- (3) The wastewater contains:
 - (a) Hazardous substances.
 - (b) Combustible liquid.
 - (c) Biomedical waste, including but not limited to the following categories: human anatomical waste, animal waste, untreated microbiological waste, waste sharps and untreated human blood and body fluids known to contain viruses and agents listed in “Risk Group4” as defined in “Laboratory Biosafety Guidelines” published by Health Canada, dated 2004, as amended.
 - (d) Specified risk material for bovine spongiform encephalopathy as defined in the federal Fertilizers Regulations (C.R.C., c. 666), as amended from time to time, including material from the skull, brain, trigeminal ganglia, eyes, tonsils, spinal cord, and dorsal root ganglia of cattle aged 30 months or older, or material from the distal ileum of cattle of all ages.

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- (e) Dyes or colouring materials which may or could pass through a wastewater works and discolour the wastewater works effluent.
 - (f) Fuel.
 - (g) Ignitable waste.
 - (h) Pathological waste.
 - (i) PCBs.
 - (j) Pesticides which are not otherwise regulated in this Bylaw.
 - (k) Reactive waste.
 - (l) Toxic substances which are not otherwise regulated in this Bylaw.
 - (m) Waste radioactive substances in concentrations greater than those specified for release to the environment under the Nuclear Safety and Control Act and Regulations or amended versions thereof.
 - (n) Solid or viscous substances in quantities or of such size to be capable of causing obstruction to the flow in a wastewater works, including but not limited to ashes, bones, cinders, sand, mud, soil, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, animal parts or tissues, and paunch manure.
- (4) The wastewater contains a concentration, expressed in milligrams per litre, more than any one or more of the limits in Schedule "C" of this Bylaw, unless:
- (a) The discharge is in accordance with a valid Wastewater Discharge Permit;
 - (b) The discharge is authorized in a Code of Practice approved by ARROW UTILITIES; and
 - (c) All requirements of Section 13 of this Bylaw, Additional Requirements, have been fully satisfied.

**TOWN OF BON ACCORD
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**Bylaw 2022-20 SCHEDULE “C” – RESTRICTED WASTES
– SANITARY SEWER DISCHARGES**

1. Table A – CONVENTIONAL CONTAMINANTS

Substance	Concentration Limit– [mg/L, except as noted]
Biochemical Oxygen Demand	10,000
Chemical Oxygen Demand	20,000
Nitrogen, Total Kjeldahl	500
Oil and Grease, Total – Animal and Vegetable + Mineral and Synthetic/Petroleum Hydrocarbons	500
Phosphorus, total	200
Suspended Solids, Total	5,000

2. Table B – ORGANIC CONTAMINANTS

Substance	Concentration Limit– [mg/L]
Benzene	0.5
Ethylbenzene	0.5
Oil and Grease – Mineral and Synthetic/Petroleum Hydrocarbons	100
Phenols, Total (or phenolic compounds)	1.0
Toluene	0.5
Xylene	0.5

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3. Table C – INORGANIC CONTAMINANTS

Substance	Concentration Limit– [mg/L]
Arsenic (As)	1.0
Cadmium (Cd)	0.10
Chlorine, Total (Cl ₂)	5.0
Chromium (Hexavalent) (Cr ⁺⁶)	2.0
Chromium, Total (Cr)	4.0
Cobalt (Co)	5.0
Copper (Cu)	2.0
Cyanide (CN)	2.0
Lead (Pb)	1.0
Mercury (Hg)	0.10
Molybdenum (Mo)	5.0
Nickel (Ni)	4.0
Selenium (Se)	1.0
Silver (Ag)	5.0
Sulphide (S ⁼)	3.0
Thallium (Tl)	1.0
Zinc (Zn)	2.0

4. Table D – PHYSICAL PARAMETERS

Parameter	Limit
Flashpoint	Not ≤60.5° C
Lower Explosive Limit (LEL) in headspace	10% of the LEL
Ph	6.0 – 11.5 (unitless)
Temperature	60° C

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**Bylaw 2022-20 SCHEDULE “D” – WASTEWATER
OVERSTRENGTH LIMITS**

Concentrations that do not exceed the constituent concentration limits listed in Schedule “C” are permitted for discharge, however, they may be subject to an Overstrength Surcharge.

	Column A	Column B
Substance	Overstrength Surcharge Concentration Limits, mg/L	Additional Overstrength Concentration Limits, mg/L
Biochemical Oxygen Demand (BOD)	300	3000
Chemical Oxygen Demand (COD)	600	6000
Nitrogen, Total Kjeldahl (TKN)	50	200
Oil and Grease, Total (O&G) – Animal and Vegetable + Mineral and Synthetic/Petroleum Hydrocarbons	100	400
Phosphorus, Total (TP)	10	75
Suspended Solids, Total (TSS)	300	3000



Town of
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Utility Bill Comparison for 2026 Budget

RESIDENTIAL	2026	2025	<i>Difference</i>
Monthly Consumption (based on 12m ³ /month)			
- Water (Increase from \$3.30/m ³ to \$3.75/m ³)	\$ 45.00	\$ 39.60	\$ 5.40
- Sewage (Increase from \$3.58 to \$4.53/m ³)	\$ 54.36	\$ 42.96	\$ 11.40
Water Service Charge & Capital Rider	\$ 12.50	\$ 12.50	\$ -
Sewer Service Charge & Capital Rider	\$ 13.00	\$ 13.00	\$ -
Garbage	\$ 19.00	\$ 17.40	\$ 1.60
Per Month	\$ 143.86	\$ 125.46	\$ 18.40
Per Year	\$ 1,726.32	\$ 1,505.52	\$ 220.80

COMMERCIAL	2026	2025	<i>Difference</i>
Monthly Consumption (based on 35m ³ /month)			
- Water (Increase from \$3.30/m ³ to \$3.75/m ³)	\$ 131.25	\$ 115.50	\$ 15.75
- Sewage (Increase from \$3.58 to \$4.53/m ³)	\$ 158.55	\$ 125.30	\$ 33.25
Water Service Charge & Capital Rider	\$ 12.50	\$ 12.50	\$ -
Sewer Service Charge & Capital Rider	\$ 13.00	\$ 13.00	\$ -
Per Month	\$ 315.30	\$ 266.30	\$ 49.00
Per Year	\$ 3,783.60	\$ 3,195.60	\$ 588.00

INSTITUTIONAL	2026	2025	<i>Difference</i>
Monthly Consumption (based on 75m ³ /month)			
- Water (Increase from \$3.30/m ³ to \$3.75/m ³)	\$ 281.25	\$ 247.50	\$ 33.75
- Sewage (Increase from \$3.58 to \$4.53/m ³)	\$ 339.75	\$ 268.50	\$ 71.25
Water Service Charge & Capital Rider	\$ 12.50	\$ 12.50	\$ -
Sewer Service Charge & Capital Rider	\$ 13.00	\$ 13.00	\$ -
Per Month	\$ 646.50	\$ 541.50	\$ 105.00
Per Year	\$ 7,758.00	\$ 6,498.00	\$ 1,260.00

TOWN OF BON ACCORD
REQUEST FOR DECISION

Meeting:	Regular Meeting of Council
Meeting Date:	December 2, 2025
Presented by:	Falon Fayant, Corporate Services Manager
Title:	Waste Collection – Bylaw 2025-09, 1st Reading
Agenda Item No.	8.2

BACKGROUND/PROPOSAL

The Waste Collection Bylaw need to be updated for 2026 due to the changing rate within the 2026 interim operating budget (*pending Council's approval at this meeting*). The rates need to be updated prior to the first billing for January 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The rates from GFL Environmental will increase by 2% in 2026, per the agreement. In April 2025, recycling services moved to Circular Materials. Savings from recycling are transferred to reserves. The cost increases from Roseridge Waste Management Commission for 2026 are also built into the waste collection rate.

The following rates presented in the 2026 interim draft operating budget to implement full cost recovery is:

- Waste Collection Charge: \$19.00/month (Increase from \$17.40 in 2025).

Administration is recommending a repeal and replacement, whereas Waste Collection 2025-09 would repeal Bylaw 2024-13, rather than amending the Schedule "A" Utility Rates and Other Charges. This process keeps all the utilities bylaw information together in one document, rather than referencing two separate documents.

Amending the presented Waste Collection Bylaw 2025-09 would require adjustments to the 2026 interim operating budget in the garbage/waste collection department.

The loss of projected 2026 budget revenue if no increase is made to the rates is \$9,965.

STRATEGIC ALIGNMENT

Values Statement: Professionalism

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

Values Statement: Stewardship

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

Priority #3: Infrastructure

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

COSTS/SOURCES OF FUNDING

2026 Operating Budget

RECOMMENDED ACTION (by originator)

THAT Council gives 1st reading to Waste Collection Bylaw 2025-09 as presented.

Or

THAT Council directs administration to amend Waste Collection Bylaw 2025-09 as discussed and bring back to the next meeting.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

A BYLAW OF THE TOWN OF BON ACCORD TO ESTABLISH TERMS AND CONDITIONS FOR THE PROVISION OF WASTE COLLECTION AND RECYCLING SERVICES IN THE TOWN OF BON ACCORD

WHEREAS the *Municipal Government Act* provides that a Council may pass bylaws respecting public utilities; and

WHEREAS it is deemed advisable and expedient to set out the terms and conditions applicable to the collection and disposal of solid waste and the provision of recycling and organic services within the Town of Bon Accord;

NOW THEREFORE, THE COUNCIL OF THE TOWN OF BON ACCORD, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

This Bylaw may be cited as the "Waste Collection Bylaw".

The services provided by the Town shall be pursuant to the terms, conditions, and provisions of this Waste Collection Bylaw, the contents of which will be binding upon and form part of an agreement between the Town and any Person who receives the services.

1. DEFINITIONS

- 1.1. "Ashes" means the powdery residue left after the combustion of any substance and includes partially burnt wood, charcoal or coal;
- 1.2. "Automated Bin Service" means a collection service where Waste Materials are stored in a bin constructed to be emptied mechanically into a collection vehicle;
- 1.3. "Building Material" means:
 - 1.3.1. board lumber, such as 2 x 4's, 2 x 6's, 2' x 10's, baseboards, etc., which are limited to lengths of 0.9m (36"); or
 - 1.3.2. sheet lumber, such as plywood, paneling and drywall, limited to 0.9m x 0.3m (36"x 12") sheets with maximum thickness of 25mm (1"); or
 - 1.3.3. insulation, plastic, or other such material used in the construction or re-construction of a building or facility;
- 1.4. "Bylaw Enforcement Officer" means an officer appointed by the Town pursuant to the *Municipal Government Act*, RSA 2000, c. M-26, to enforce the Town Bylaws, and includes a member of the Royal Canadian Mounted Police, and when authorized, a Special Constable;
- 1.5. "Collection Day" shall mean the day or days during each week on which waste is collected from a specific premise;
- 1.6. "Commercial Bin" means secure container used for the purposes of storing and disposing of commercial or sizeable waste;
- 1.7. "Cart" will be one or a combination of the following:
 - 1.7.1. Waste collection cart, supplied to eligible premises for use by the Householder
 - 1.7.2. Aerated organics collection cart supplied to eligible premises by the Town

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

- 1.8. "Container Recyclables," means glass bottles and jars, aluminum, steel and tin cans, margarine and yogurt containers, grocery and retail bags, plastic bottles with twist off top, beverage containers, polycoat milk cartons, plastic milk jugs and juice cartons, tetra packs and mini-sip containers or other items designated by Council from time to time;
- 1.9. "Council" means the Municipal Council of The Town of Bon Accord;
- 1.10. "Householder" means any owner, occupant, lessee or tenant or any other Person in charge of any Dwelling;
- 1.11. "Industrial / Commercial / Institutional Waste" or "ICI Waste" means material of similar composition as mixed waste collected within the Town other than by Town Collection;
- 1.12. "Institutional Facilities" shall mean a hospital, nursing home, hotel, or school;
- 1.13. "Multi-Family Complex" means a building or private community containing three or more units, including apartment buildings, townhouses, condominiums or manufactured home parks;
- 1.14. "Owner" means the person who is registered under the Land Titles Act, RSA 2000 c. L-4, as amended or replaced from time to time, as the owner of the fee simple estate in land, or a Person who is recorded as the Owner of the property on the tax assessment roll of the Town;
- 1.15. "Person" means any Person, Householder, firm, partnership, association, corporation, company or organization of any kind;
- 1.16. "Recommencement of Service" means a point in time in which Collection Services and billing for such service will resume.
- 1.17. "Roadway" means a roadway within the meaning of the Traffic Safety Act, RSA 2000, c. T-6, as amended or replaced from time to time;
- 1.18. "Solid Waste Collector" means the Person or Persons appointed by the Town for the purpose of collecting and disposing of Waste Materials, Organic Materials, Fibre, Recyclables and Container Recyclables;
- 1.19. "Town" means The Town of Bon Accord;
- 1.20. "Town Manager" means the Chief Administrative Officer as appointed by Council;
- 1.21. "Utility Bill" means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for utility services provided by the Town;
- 1.22. "Waste Collection Service" means the curbside or roadside collection of Waste Materials, Organic Materials, Fibre Recyclables and Container Recyclables;
- 1.23. "Waste Materials" means any material discarded from a Dwelling or Multi-Family Complex that is not Fibre Recyclables or Container Recyclables or Organic Materials;
- 1.24. "Yard Waste" means, stumps, tree trunks, sod, and other similar materials.

2.0 CONDITIONS

- 2.1 No Person will collect, dispose of, or remove refuse except in accordance with the provisions of this Bylaw.
- 2.2 No Person will operate a vehicle in the Town while it is carrying solid waste or industrial waste unless the portion of the vehicle in which the material is being carried is securely

TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW

- covered or the material is secured to prevent any part of such material from falling off, or out of, the vehicle while in transit.
- 2.3 No person will allow solid waste to spill over or accumulate on any lane, street, or adjoining public or private property. Every person will ensure that all solid waste is always kept within their waste cart.
- 2.4 No person will allow their waste cart to fall into disrepair or become noxious, offensive, or dangerous to public health.
- 2.5 No person will pick over, interfere with, disturb, remove, or scatter any solid waste put out for collection or removal.
- 2.6 No person other than the approved Solid Waste Collector will collect solid waste from eligible premises.
- 2.7 No person will vandalize or willfully damage any solid waste cart.

3.0 RESPONSIBILITIES AND DELEGATION

- 3.1 The Town Manager may delegate the administration of this Bylaw to the following employee positions:
- 3.1.1 ~~Operations Supervisor~~ Infrastructure Manager or position similar thereof.
- 3.1.2 Corporate Services Manager or position similar thereof.

4.0 COLLECTION, RECYCLING, AND ORGANICS SERVICES

- 4.1 Every Householder to which this Bylaw applies must obtain proper Waste Material and Organic Material carts provided for by the Solid Waste Collector.
- 4.2 Organic waste carts not required may be returned to the Town; no reduction or adjustment will be made to the Utility Bill as a result.
- 4.3 A Householder may request a replacement waste or organics cart should their cart be damaged or stolen. Per Schedule "A" of this Bylaw, the Householder will be responsible for the cost to replace carts damaged by misuse and/or carts lost or stolen.
- 4.4 A Householder may request an additional waste or organics cart for an additional charge per Schedule "A" of this Bylaw.
- 4.5 The Householder will maintain all carts supplied in a clean and sanitary condition, and will immediately notify the Town of lost, stolen, or damaged carts.
- 4.6 Waste and organic carts and recycling will be collected at the times specified by the Solid Waste Collector per Schedule "B" of this Bylaw.
- 4.7 All solid waste must be placed for collection on the road adjacent to the eligible premises prior to 7:00 am on the Collection Day as specified in Schedule "B" of this Bylaw. No cart will be located to encroach on any roadway, highway, boulevard, lane, or public place except as expressly required by this Bylaw.
- 4.8 Waste and organic carts must be removed from the curbside by 9:00 pm of the Collection Day. Any materials not collected must be removed from the curbside by 9:00 pm of the

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

- Collection Day unless rescheduling for the next day has occurred due to an unscheduled service interruption by the Solid Waste Collector.
- 4.9 Subject to section 4.9.1 of this Bylaw, no Person other than the Town of Bon Accord, will provide Collection Services or Supplementary Collection Services.
- 4.9.1 If a Person, who at the date of passage of this Bylaw, was providing or receiving Collection Services or Supplementary Collection Services within the Town subsequently discontinues providing such services, that Person may not recommence providing such services later unless approved by Council.
- 4.10 Every person who operates a private Collection Service must:
- 4.10.1 Comply with requirements of this Bylaw.
- 4.10.2 Obtain any permit required by this Bylaw or any Provincial statute and regulations.
- 4.10.3 Refuse to collect Waste Materials, Organic Materials, and/or Recyclables from premises whose Householders do not comply with the requirements of this Bylaw. Notwithstanding any other provision in this Bylaw to the contrary, a Person who operates a private Collection Service may select whatever Cart of Container suitable to their operation to use for placing Waste Materials, Organic Materials, and Recyclables for collection at each eligible premises.
- 4.10.4 Provide all services as offered by the Town with respect to Collection Services to maximize diversion from the landfill.
- 4.11 Householders within the Town who receive a water and/or sewer Utility Bill will automatically receive Waste Collection Services, and an account will be established and effective as of the date of ownership or occupancy whichever first occurs. This excludes all apartments, multi-family complexes, institutional, and commercial facilities.
- 4.12 Householders residing within a Multi-Family Complex may apply for Waste Collection Service as a group in accordance with Section 5 of this Bylaw. Upon approval, all Householders within the site will be provided and billed for Waste Collection Services.
- 4.12.1 Householders within a Multi-Family Complex may opt-out of Waste Collection Service from the Town as a group, only if the Householders have contracted for an Automated Bin Service. Upon written confirmation to the Town that such a contract exists, the Waste Collection Service will be discontinued.
- 4.13 Owners within the Town who do not receive a water and/or sewer Utility Bill from the Town may apply for Waste Collection Service and upon approval will be provided and billed for Waste Collection Services.
- 4.14 A Householder may opt-out of Waste Collection Services followed by application to and approval by Council. Householders may only opt-out of Waste Collection Services provided one or more of the following conditions exist:
- 4.14.1 A Householder resides on a property greater than 0.81 ha (2 acres) in the area.
- 4.14.2 The premises is not occupied for cooking, eating, sleeping, or living purpose for a consecutive period of three (3) months or more.
- 4.15 The effective date of Opt-Out for Waste Collection Services will be the date upon which the application is approved. All Householders who opt-out of Waste Collection Service will be subject to a Services Fee as described in Schedule "A" of this Bylaw for discontinuation of service.

TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW

- 4.16 Householders who wish to recommence their Waste Collection Service following a discontinuation will be subject to a Service Fee as described in Schedule "A" of this Bylaw for commencement of service.
- 4.17 No person or business/commercial entity will construct a new building or facility without the provision of a Commercial Bin (at their own expense) on site to provide for the storage and removal of new construction waste, including that of Building Material waste.

5.0 PREPARATION OF MATERIALS FOR COLLECTION

- 5.1 Prepare yard waste for collection by compacting and tying in secure bundles not more than 1 metre (3.3 ft.) in length and placing in the designated Waste Materials Cart.
- 5.2 Package Ashes cold in biodegradable bags and place in the designated Organic Materials Cart.
- 5.3 Place sawdust in the Cart designated for Organic Materials.
- 5.4 All pet related feces and cat litter must be packaged in plastic bags and placed in the Cart designated for Waste Materials.
- 5.5 Building Materials, for purposes other than new construction, will be limited to 1 m (3.3 ft) in length and placed in the Cart designated for Waste Materials.
- 5.6 New construction Building Material must be placed in a Commercial Bin (i.e. container) that has been provided for by the entity conducting the new construction.
- 5.7 Place grass clippings and leaves in the Cart designated for Organic Materials.
- 5.8 Deposit all other waste materials in the Cart designated for Waste Materials but limited to the capacity of the Cart with the lid closed.
- 5.9 No Owner will place, permit to be placed, or mix any of the following materials for removal:
 - 5.9.1 Industrial waste.
 - 5.9.2 Any highly combustible or explosive or toxic waste, including but not limited to such materials as fuels or lubricants, gun powder or bullets, dynamite, blasting caps, hot Ashes, ignitable waste, motion picture film or toxic materials.
 - 5.9.3 Household hazardous waste or dangerous goods including solvents, oven cleaners, paints, automotive fluids, wet cell batteries, pesticides, herbicides, or any other material commonly referred to as household, commercial, or industrial hazardous waste.
 - 5.9.4 Any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal.
 - 5.9.5 Hypodermic needles.
 - 5.9.6 Sharp objects or broken glass unless packaged to allow safe handling.
 - 5.9.7 Luminescent gas filled tubes unless such tubes are encased in a container of sufficient size and strength to protect such tubes from breakage and thereby allowing safe handling.
 - 5.9.8 Dead animals or animal parts.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

- 5.10 Any person who mixes an item from Section 5.9 into their waste Cart will be responsible for any costs associated with the cleanup and will be liable to a penalty as set forth in Schedule "A" of this Bylaw.

6.0 HOUSEHOLD WASTE COLLECTION

- 6.1 Every person is required to place all household waste in the waste cart designated for waste collection. Loose material will not be collected.
- 6.2 Every person will ensure that prohibited waste as defined in Section 5.9 of this Bylaw is not placed in the garbage cart or bin. If such waste is placed in the garbage cart or bin, it will not be picked up by the Solid Waste Collector and any additional cost will be incurred by the responsible eligible premise.
- 6.3 Waste carts must be placed along the edge of the road with the wheels in the gutter and must be a minimum of 4 feet away from other obstacles on all sides.
- 6.4 Waste carts must not be overloaded. The lid must be closed.
- 6.5 Only waste contained within the waste cart provided by the Solid Waste Collector will be collected.
- 6.6 Waste carts not prepared or placed in accordance with this Bylaw will not be collected.

7.0 RECYCLABLE MATERIAL COLLECTION

- 7.1 Every person is required to place all recyclable materials in a blue bag.
- 7.2 Blue bags must be kept at a minimum of 4 feet from regular waste carts or bins or other obstacles.
- 7.3 Recyclable products include the following:
- 7.3.1 Newspaper
 - 7.3.2 Mixed papers (including office paper, magazines, flyers)
 - 7.3.3 Corrugated cardboard
 - 7.3.4 Box board
 - 7.3.5 Metal cans (ie. Food tins)
 - 7.3.6 Milk containers
 - 7.3.7 Deposit beverage containers
 - 7.3.8 Rigid, screw top and snap on lidded containers labeled #1 or #2 only
- 7.4 Recyclable materials not prepared or placed in accordance with this Bylaw will not be collected.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

8.0 ORGANIC WASTE COLLECTION

- 8.1 Every person is required to place all organic waste in the organics waste cart for collection.
- 8.2 Every person will ensure that no household waste, recycling, tires, plastics, or anything except organic waste is placed into the organics waste cart. If such waste is placed in the organics waste cart, it will not be picked up by the Solid Waste Collector.
- 8.3 Every person will ensure that prohibited waste as defined in Section 5.9 of this Bylaw is not placed in the organics waste bin. If such waste is placed in the garbage cart or bin, it will not be picked up by the Solid Waste Collector and any additional cost will be incurred by the responsible eligible premise.
- 8.4 Organic carts must be placed along the edge of the road with the wheels in the gutter and must be a minimum of 4 feet away from other obstacles on all sides.
- 8.5 Organic carts must not be overloaded. The lid must be closed.
- 8.6 Only organic waste contained in the organics waste cart provided by the Solid Waste Collector will be collected.
- 8.7 Organic products include the following:
 - 8.7.1 Grass clippings
 - 8.7.2 Fallen leaves
 - 8.7.3 Small tree or garden trimmings (no branches over 1cm in diameter)
 - 8.7.4 Small quantities of pet waste
 - 8.7.5 Soiled paper
 - 8.7.6 Small quantities of sod
 - 8.7.7 House and garden plants and flowers
 - 8.7.8 Kitchen food waste (fruits, vegetables, and peelings, nuts and seeds, bread and grains, pasta, eggshells, coffee grounds).
- 8.8 Organic materials not prepared or placed in accordance with this Bylaw will not be collected.

9.0 LANDFILL DISPOSAL

- 9.1 Every person can dispose of any extra solid waste generated from their eligible premises through their landfill pass.
- 9.2 Every person with a landfill pass will be charged for solid waste taken to the Roseridge Landfill through the Utility Bill monthly.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

10.0 WASTE COLLECTION RATES AND CHARGES, OPENING AND CLOSING OF ACCOUNTS

- 10.1 The Consumer will pay to the Town the Waste Collection Service rates and other charges as applicable as set out in Schedule "A" Waste Collection Service Rates and Other Charges as attached to this Bylaw.
- 10.2 New account requests of changes to Waste Collection Services must be in the name of the Owner(s) registered on the property title only.
- 10.3 Prior to Waste Collection Service, an Owner must open an account. The Owner is responsible for ensuring the Town has accurate contact information, i.e. address, email address, phone number.
- 10.4 Persons who use the Waste Collection Service without opening an account will be liable for the cost of the services. Failure to open an Account may result in service disruption.
- 10.5 A Utility Bill showing the current Waste Collection Service charges will be mailed or emailed to the Owner(s) or designated renter. It remains the Owner's responsibility to ensure renters are making regular payments. Payment for services will be due and payable when the account is rendered. Payment must be made at the Town Office or at such other place as may be designated by the Council, or online, and failure to receive a billing will in no way affect the liability of the Owner(s) to pay the account.
- 10.6 In the event any Utility Bill remains unpaid after the date shown on the billing, there will be added by way of penalty an amount as set out in Schedule "A" being attached hereto and forming part of this Bylaw. The said penalty will be added to and will form part of the unpaid Utility Bill.
- 10.7 In the event any Utility Bill remains unpaid for a period of sixty (60) days or longer, the Town may take any or all the following actions to recover:
 - 10.7.1 Written notice of arrears requesting payment, including authorizing appropriate payment arrangements.
 - 10.7.2 Discontinue or disrupt Waste Collection Services.
 - 10.7.3 Transference of outstanding account balance to the Owner's Property Tax Roll.
 - 10.7.4 By action, in any court of competent jurisdiction.
- 10.8 If an error or omission is found in the Utility Bill charges, the Town will correct the Utility Accounts by the appropriate amount for the duration of the billing error as follows:
 - 10.8.1 If the correction results in an under billing for utility consumption charges to the Consumer, the Utility Bill correction will be made for a period of not more than three (3) months immediately preceding the date of discovery of error, or,
 - 10.8.2 If the correction results in an over billing for utility consumption charges to the Consumer, the billing correction will be made for the period of the error if the start date of the error can be determined with reasonable accuracy. If such time cannot be determined with reasonable accuracy, the correction will be made for a period of not more than three (3) months.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

11.0 PENALTIES

11.1 Offence Tag

11.1.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue an offence tag to any Person who contravenes any provision of this Bylaw.

11.1.2 An Offence Tag shall be in a form approved by the Council and will state:

- i. The name of the offender; and,
- ii. The offence.
- iii. The appropriate penalty for the offence as specified in Schedule "A" of this Bylaw; and
- iv. That the fine will be paid within 30 days of the issuance of the offence tag.

11.2 Where a contravention of this Bylaw is of a continuing nature, further offence tags for the same offence may be issued by the Bylaw Enforcement Officer, provided however, that no more than one offence tag will be issued for each day that the contravention continues.

11.3 Violation Ticket

11.3.1 If the fine specified on an offence tag is not paid within the prescribed time, then a Bylaw Enforcement Officer is hereby authorized and empowered to lay a complaint and issue a summons by means of a violation ticket.

11.3.2 The Violation Ticket will be in the form prescribed by Alberta Regulation, as amended, being the Violation Ticket Regulations passed pursuant to the Provincial Offences Procedures Act.

11.3.3 Imprisonment in default of payment of a fine specified in the bylaw will not be imposed under any circumstances.

12.0 SEVERABILITY

12.1 Should any provision of this bylaw be invalid then such provision will be severed, and the remaining bylaw will be maintained.

13.0 GENERAL

13.1 Nothing in this Bylaw will operate to relieve any Person from complying with any Federal, Provincial, or other Town of Bon Accord law, order, regulation, or Bylaw.

13.2 Bylaw 2024-02 is hereby repealed when this bylaw comes into effect.

13.3 This Bylaw will come into full force and effect on January 1, 20265.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

READ A FIRST TIME THIS

READ A SECOND TIME THIS

READ A THIRD TIME THIS

SIGNED AND PASSED THIS

Mayor Brian Holden

Chief Administrative Officer Tim Duhamel

DRAFT

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

Bylaw 2024-13 SCHEDULE "A" WASTE COLLECTION SERVICE RATES AND OTHER CHARGES

WASTE COLLECTION SERVICE RATES

	Billing Item	Rate	Application
Residential	Solid Waste Collection <i>(Single/Duplex Unit/Dwelling)</i>	\$17.40 <u>19.00</u>	per billing month per utility account
	Extra Waste Cart	\$4.24 <u>4.33</u>	per billing month per utility account
	Extra Organic Cart	\$3.18 <u>3.25</u>	per billing month per utility account

OTHER CHARGES

Billing Item	Charge	Application
Landfill Usage	Flow-through charge - Permit holders will be charged at the rate established and invoiced by the Roseridge Waste Commission.	Applied to Utility Bill monthly.
Late payment penalty	24% per annum (2% per month)	Applicable to outstanding balance – applied to total Utility Bill after the date due.
Replacement Carts	\$100	Applied to Utility Bill at the time of replacement request.
Service Charge	\$15	One time application to Utility Bill per event.

**Seniors self-contained units, apartments, 4-plexes, and commercial / industrial pickups must use other service provider.

PENALTIES

	1 ST OFFENCE
Improper materials for removal as waste, recycling, or organics.	\$100
Improper location of Waste or Organics Carts	\$100
Improper storage of Waste or Organics carts (not on private property or obstructing a roadway, highway, boulevard, lane, or public property)	\$100
Improper Waste or Organics cart	\$500

Bylaw 2024-13 SCHEDULE “B” WASTE COLLECTION SERVICES SCHEDULE

COLLECTION FREQUENCY

Waste Material Collection: The frequency for household waste collection for all eligible premises is weekly on Friday. Collection of household waste placed in accordance with this Bylaw will commence at 7:00 am.

Organic Material Collection: The frequency for organic waste collection for all eligible premises is weekly on Friday from May 15th to November 15th of each year. Collection of organic waste placed in accordance with this Bylaw will commence at 7:00 am.

Recyclable Material Collection: The frequency for recyclable material collection for all eligible premises is bi-weekly on Friday. Collection of recyclable materials placed in accordance with this Bylaw will commence at 7:00 am.

**TOWN OF BON ACCORD
BYLAW 2025-09
WASTE COLLECTION BYLAW**

**Bylaw 2022-21 SCHEDULE "C" STATUTORY
DECLARATION FOR WASTE COLLECTION SERVICE**

STATUTORY DECLARATION

CANADA) IN THE MATTER OF the current
Waste Collection Bylaw providing for the
PROVINCE OF ALBERTA) levying and collection of service charges, rates, and
TO WIT:) penalties in connection with Collection Services.

I _____, of _____

in the Province of Alberta DO SOLEMNLY DECLARE:

1. THAT the building(s) located at the following service address:

Is not occupied for cooking, eating, sleeping, or living purposes for a consecutive period of three (3) months, or more, or that a significant extenuating circumstance exists that would generate a need for approval, from the Town of Bon Accord Council, to opt out of Waste Collection services.

2. THAT I understand I will not be eligible to receive Collection Services from the Town of Bon Accord for the specified and approved period of time upon which either the Chief Administrative Officer or Town Council approves my application for opting-out from Collection Services. I also understand that upon Recommencement of Service (i.e. resumption of waste collection services upon completion of opt out period) that I must retain the Collection Service for a minimum of six (6) months.

3. THAT the opt out period is determined as follows:

Service interruption effective: _____

Service recommencement effective: _____

4. THAT should a recommencement date not be provided at time of application all waste totes will be removed from the landowner property at or near the date of service interruption. Upon Recommencement of Service, waste totes will be provided to the above noted service address and a delivery charge of \$15.00 will be applied to the Utility Bill.

AND I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of "THE CANADA EVIDENCE ACT".

DECLARED before me at the)
_____ of _____)
in the Province of Alberta) _____
this _____ day of _____)

Commissioner for Oaths



**NATIONAL
POLICE
FEDERATION**

**FÉDÉRATION
DE LA POLICE
NATIONALE** TM

220 LAURIER AVENUE WEST
8TH FLOOR
OTTAWA ON K1P 5Z9
www.npf-fpn.com

November 27, 2025

Mayor Brian Holden
Town of Bon Accord
via email: info@bonaccord.ca

Dear Mayor Holden,

On behalf of the National Police Federation (NPF) and its Members, I want to congratulate you on starting your term as Mayor of The Town of Bon Accord. We further congratulate your Council members on their successful election or acclimation as well.

As you may know, the NPF is the sole certified bargaining agent representing close to 20,000 Members of the Royal Canadian Mounted Police (RCMP) across Canada and internationally, including over 3,100 serving in Alberta. The NPF's mission is to provide strong, fair, and progressive representation, that promotes and enhances the rights of RCMP Members while advancing public safety outcomes across Canada.

Our Members are proud to deliver policing services through 113 detachments across Alberta, serving more than 1.5 million residents and covering 99% of the province's geography. Given recent developments, we would like to share important updates with you and your councils regarding the state of RCMP policing in Alberta. In July 2025, the RCMP Commissioner reaffirmed to Premier Smith the RCMP's ongoing commitment to serving Albertans now and well into the future. Likewise, in [October 2025](#) the federal Minister of Public Safety confirmed that early negotiations with contracting partners for policing agreements beyond 2032 will begin in the coming months. Provinces such as [British Columbia](#) and [Nova Scotia](#) have already announced their intent to renew and strengthen their RCMP contracts, reinforcing the long-term stability of the RCMP policing model.

Alberta is also seeing positive momentum. The first all-Alberta troop began training at Depot in September 2025, demonstrating strong interest from new recruits who have chosen Alberta as their preferred posting. As of late 2025, the Alberta RCMP's vacancy rate sits at approximately 16%—including 152 hard vacancies (8.6%) and 133 soft vacancies (7.5%)—rates that are comparable to other police services when accounting for medical, parental, and other approved leaves. In addition, the Government of Canada is [hiring 1,000 new RCMP personnel](#) nationally, further underscoring a clear message: the Alberta RCMP is here to stay.

We invite you to consider the attached polling which demonstrates public support for the Alberta RCMP. Five years of polling conducted by Pollara Strategic Insights show Albertans support their RCMP, with 81% agreeing that there are more important priorities for Alberta than changing who polices communities. To this end, 76% of Albertans in RCMP-served areas are satisfied with their policing. These results echo the findings made by many recent municipal police services reviews, which found low public support for wholesale changes in policing, alongside quantifiable cost impacts. We further invite you to consider the findings of recent police service model reviews:

- [Red Deer's \(2020\) review](#): Found transition costs of \$13.5M and 16% higher annual operating costs (~\$7M). Chose to retain the Alberta RCMP.
- [Airdrie's \(2024\) review](#): No change; public safety concerns raised were not unique to the RCMP.

- [Grande Prairie's \(2023\) review](#): Transition approved, despite projected one-time costs of \$19M and \$2-\$4M more in annual operating costs.
 - [As of May 2025](#), an additional \$7m in provincial funding has been granted to Grande Prairie in addition to the previously committed \$9.7m from the GoA, demonstrating the immense increase in financial support required to push the service toward a feasible launch.
- [Beaumont's \(2024\) review](#): Recommended efficiencies to improve the existing RCMP model.
- [Olds' \(2024\) review](#): Found municipal policing cost 57% more in Year 1, increasing to 84% by Year 3; chose to retain the RCMP.
- [Rocky Mountain House \(2025\) review](#): Found increased costs were ineffective and the current contract could be better optimized rather than considering a new regional service, an APPS, or a new municipal service.

Prior to the 2025 Municipal Election, the Government had announced the formation of the Alberta Sheriffs Police Service (ASPS) unilaterally without consultation with communities, Albertans, or organizations such as Alberta Municipalities or the Rural Municipalities of Alberta. Despite there being no costing, plan, or open-door consultation, Government is proceeding with the creation of this service. The only fact we can rely on is that another duplicate service will cost all Albertans more, risking increased property taxes for your community or reduced services for municipalities to fund this experiment. In 2021, the government's own report estimated **\$372 million in start-up costs** and **\$164 million more in annual operating costs** for a provincial police service. Today, there are no updated cost estimates, despite inflation and a major shift in the province's fiscal reality.

These developments require a cohesive approach to effectively address in the best interests of communities. If you would like us to present to your Council on Alberta's public safety landscape, or to further discuss public safety concerns, please contact Maryanne King, Government Relations Advisor, at mking@npf-fpn.com.

Once again, we congratulate you and we look forward to connecting with you at your convenience.

Sincerely,



Brian Sauvé
President and CEO

Attachments: Polling 2025

**NATIONAL
POLICE
FEDERATION**



**FÉDÉRATION
DE LA POLICE
NATIONALE**

National Police Federation Alberta

Wave 8

August 2025

pollara
40 years of strategic insights

Methodology

2

Field Window	Wave 8 – August 6 to 20, 2025
Sampling	Online survey of randomly-selected sample of 1,200 Adult (18+) Alberta Residents
Reliability	As a guideline, a probability sample of this size carries a margin of error of ± 2.8% , 19 times out of 20. The margin of error is larger for sub-segments.
Weighting	Data has been weighted using the most current age, gender & region Census data, to ensure the sample reflects the actual population of adult Albertans.

REGIONAL DISTRIBUTION		
REGION	UNWEIGHTED Counts	Margin of Error
Calgary	200	±6.9%
Edmonton	200	±6.9%
Calgary Suburbs	101	±9.8%
Edmonton Suburbs	104	±9.6%
Rural North	184	±7.2%
Rural Central	204	±6.9%
Rural South	207	±6.8%
TOTAL ALBERTA	1,200	± 2.8%

WAVE	DATES IN FIELD	TOTAL RESPONDENTS
W1	Oct 21 – 28, 2020	1,300
W2	Apr 30 – May 7, 2021	1,228
W3	Oct 21 – Nov 4, 2021	1,221
W4	Jul 6 – 19,, 2022	1,206
W5	Sept 15 – Oct 4, 2023	1,202
W6	Jun 14 – Jun 24, 2024	1,200
W7	April 17 to 28, 2025	1,201
W8	Aug 6 to Aug 20, 2025	1,200

Leader Impressions & Priorities

Affordability & Cost-of-Living tops list of priority issues for Albertans

4

- Policing & Public Safety is top priority issue for 1% of Albertans. It ranks last on a list of seven priorities provided to respondents.

	TOTAL			REGION								GENDER		AGE		
	W8	W7	W6	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	All Rural	M	F	18-34	35-54	55+
Affordability and Cost-of-Living	43	41	48	43	43	38	47	43	45	43	44	41	45	49	46	36
Health Care	20	27	24	19	22	18	20	19	20	24	21	18	23	8	16	32
Alberta's Economy	19	16	14	22	15	25	17	19	20	12	18	23	15	21	19	17
Education	4	3	3	3	5	3	2	5	3	3	4	2	5	3	5	3
Climate Change & Environment	3	4	4	3	5	1	3	3	3	4	3	3	3	4	3	3
Indigenous Reconciliation	2	1	0	2	1	5	2	2	-	2	2	2	2	3	1	1
Policing and Public Safety	1	2	1	-	2	4	-	2	4	-	2	2	1	2	1	1



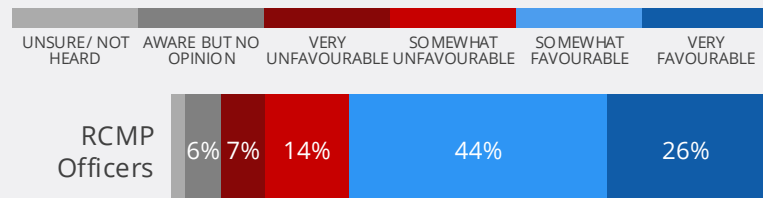
2. When it comes to the following issues facing Alberta today, which is your top priority that you would like the Premier Danielle Smith and the Alberta government address? Base: TOTAL W8 (N=1,200); W7 (N=1,201); W6 (N=1,200). Some other issue (5%); None of the above (1%); Not sure (2%)

Over two-thirds of Albertans have favourable impression of RCMP Officers

5

- Increase in favourable impressions of RCMP Officers (70%) to higher end of range (65% to 71%) over 8 waves.
- Favourable impressions of RCMP Officers range from 62% to 74% across the regions, with highest level in Edmonton (74%).

Impression of Organizations



% FAVOURABLE (Very/Somewhat)																	
WAVE - TOTAL									REGION							RCMP SERVED	
W8	W7	W6	W5	W4	W3	W2	W1		Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	Yes	No/ Unsure
70	66	67	69	66	71	65	70		69	74	62	66	73	69	71	72	69



4. Do you have a favourable or unfavourable impression of the following people or organizations? If you are unaware of any, please click that response option.
 Base: TOTAL W8 (N=1,200); W7 (N=1,201); W6 (N=1,200); W5 (N=1,202); W4 (N=1,206); W3 (N=1,221); W2 (N=1,228); W1 (N=1,300).

Police and Sheriff services in Alberta have net-favourable impressions

6

- Over half (52%) have favourable impression of Alberta Sheriffs compared to 22% with unfavourable impression.
- Two-thirds (68%) of City of Calgary and Calgary suburbs residents have favourable impression of Calgary Police Service; 65% of City of Edmonton and Edmonton suburbs residents have favourable impression of Edmonton Police Service.
- Favourable impressions for smaller police services (note: smaller samples) range from 40%/33% (favourable/unfavourable) for Grande Prairie Police Service to 54%/33% for Lethbridge Police Service, and 75%/25% for Medicine Hat Police Service.

Impression of Police Services

							% FAVOURABLE (Very/Somewhat)							
	UNSURE/ NOT HEARD	AWARE BUT NO OPINION	VERY UNFAVOURABLE	SOMEWHAT UNFAVOURABLE	SOMEWHAT FAVOURABLE	VERY FAVOURABLE	WAVE - TOTAL							
							W8	W7	W6	W5	W4	W3	W2	W1
Medicine Hat Police Service (n=55)	10%	15%		53%		22%	75	75	78	79	79	80	88	85
Calgary Police Service (n=301)	7%	7%	16%	46%		22%	68	67	66	73	65	71	70	68
Edmonton Police Service (n=304)	9%	7%	17%	44%		21%	65	61	66	69	70	63	66	72
Lethbridge Police Service (n=107)	3%	9%	14%	21%	39%	15%	54	67	53	63	60	50	45	57
Alberta Sheriffs (n=1200)	9%	17%	7%	15%	41%	11%	52	49	46	49	-	-	-	-
Grande Prairie Police Service (n=87)	5%	22%	10%	23%	30%	10%	40	31	34	-	-	-	-	-



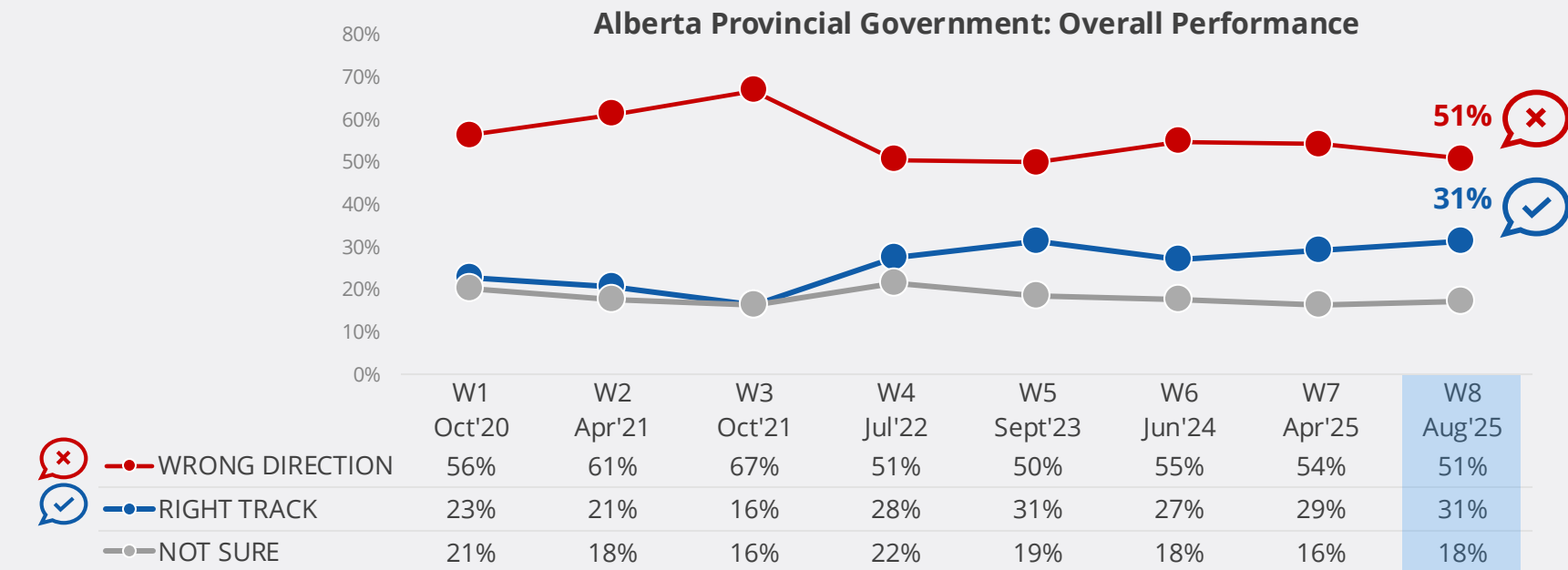
3. Do you have a favourable or unfavourable impression of the following people or organizations? If you are unaware of any, please click that response option.
Base: TOTAL W8 (N=Varies).

Alberta Politics and AB NEXT Panel

Majority of Albertans say provincial government heading off in wrong direction

8

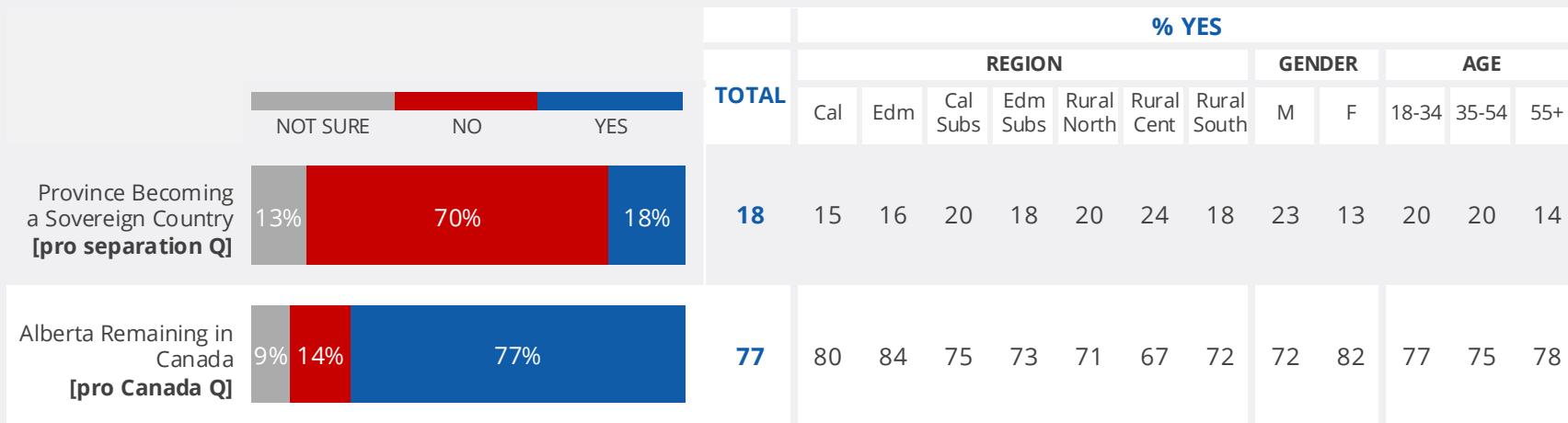
- Those saying provincial government is on “right track” increased marginally (+4%) since wave 6.



Q 1. In Alberta today, do you think the provincial government is on the right track, or do you think it is heading off in the wrong direction?
Base: TOTAL W8 (N=1,200); W7 (N=1,201); W6 (N=1,200); W5 (N=1,202); W4 (N=1,206); W3 (N=1,221); W2 (N=1,228); W1 (N=1,300).

Less than 1-in-5 support separation option in competing questions

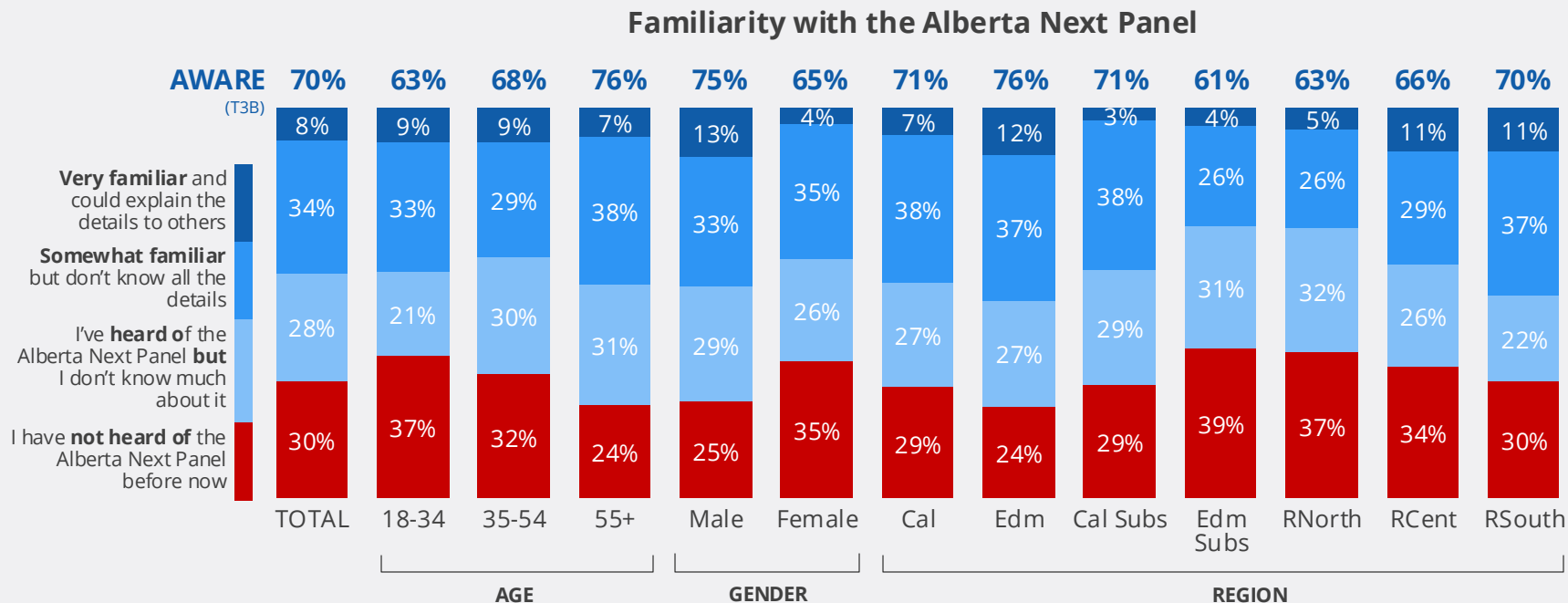
- Two questions were asked of respondents, one from 'pro Canada' advocates and one from 'pro Alberta separation' advocates.
- In the pro separation question, 18% said they agreed that "the province shall become a sovereign country and cease to be a province of Canada" while 70% did not agree (13% not sure).
- In the pro Canada question, 14% disagreed that "Alberta should remain in Canada" while 77% agreed ("yes").



Over two-thirds say they are familiar with Alberta Next Panel

10

- Familiarity ranges from 63% among 18-34 age group to 76% among 55+ age group.
- Men are more likely to say “very familiar” (13%) compared to women (4%).



7. Premier Danielle Smith and her government launched the Alberta Next Panel which has been touring the province of Alberta convening community town hall meetings. How familiar are you with the Alberta Next Panel? Base: TOTAL W8 (N=1,200).

Improving Alberta's place in Canada: economic priorities and provincial rights among Albertans' top priorities in improving place in Canada

11

- Trading freely across provincial and territorial borders and supporting the development of major crude oil pipeline capacity are top two priorities overall that help improve Alberta's place in Canada.
- Of the 12 items tested, other top 6 priorities include: amend the Constitution to better protect provincial rights, fight federal intrusions on oil and gas, taking more control over immigration, and reforming federal transfers and equalization

Impact of Alberta Next Panel Ideas on Alberta's Place in Canada

Continued next page

	% HELPS (A Lot/Somewhat)							
	DON'T KNOW	DOES NOT HELP AT ALL	HELPS SOMEWHAT	HELPS A LOT	TOTAL	AGE		
					W8	18-34	35-54	55+
Negotiate with other provinces to ensure Alberta's ability to trade our goods and services freely across provincial and territorial borders	9%	9%	35%	47%	83	77	78	90
Actively support the development of major crude oil pipeline capacity, whether it's to the Pacific, to the Hudson Bay in Manitoba, to refineries in eastern Canada, or to the U.S.	11%	14%	31%	44%	75	70	71	81
Working with other provinces to pressure the federal government to amend the Canadian Constitution to empower and better protect provincial rights	13%	21%	38%	28%	66	70	61	66
Continuing to fight federal intrusions on the province's right to develop its oil and gas resources for the economic benefit of the province and the nation	11%	25%	28%	37%	64	70	60	64
Taking over more control of immigration to Alberta to insulate the province from the damage of the out-of-control immigration policy from Ottawa	11%	28%	29%	33%	62	63	59	63
Work to reform federal transfers and the equalization program which sees Alberta contribute \$23 billion more annually than it receives in services & transfers from Ottawa	16%	24%	27%	33%	60	61	56	61



8. The Alberta Next Panel, chaired by Premier Danielle Smith, states that it is exploring ideas and policies to assert Alberta's sovereignty and constitutional rights within a united Canada. To what extent do each of the following ideas help Alberta improve its place in Canada?
Base: TOTAL W8 (N=1,200).

Improving Alberta's place in Canada: majority say ending RCMP contract/establishing Alberta Provincial Police Service "does not help at all"

12

- Half (50%) say ending Alberta's contract with the RCMP ... and establishing an Alberta Provincial Police Service "does not help at all" while 31% say it helps (a lot/somewhat).
- Of 12 items tested, ending the RCMP contract/establishing provincial police service ranks 11th in terms of helping improve Alberta's place in Canada, at about the same level as "hold a referendum on separation from the rest of Canada" (30%)

Impact of Alberta Next Panel Ideas on Alberta's Place in Canada

Continued from previous page

					% HELPS (A Lot/Somewhat)			
	DON'T KNOW	DOES NOT HELP AT ALL	HELPS SOMEWHAT	HELPS A LOT	TOTAL W8	AGE		
						18-34	35-54	55+
Require provincial entities to obtain prior approval from Alberta's government before entering into, amending, extending/renewing an agreement with federal government	21%	29%	31%	19%	50	53	49	50
Alberta strengthening bilateral trade ties with the United States	14%	36%	32%	18%	50	50	53	48
Withdrawing from the joint tax collection agreement with the Canada Revenue Agency (CRA) and having Albertans instead file their income taxes with the province of Alberta	19%	45%	18%	18%	36	45	40	26
Withdrawing from the Canada Pension Plan (CPP) and establishing a new Alberta Pension Plan where Albertans would save and collect benefits from	17%	50%	18%	15%	33	46	36	21
Ending Alberta's contract with the RCMP for provincial policing in communities and establishing an Alberta Provincial Police Service	19%	50%	20%	11%	31	39	36	22
Hold a referendum on separation from the rest of Canada	12%	58%	14%	15%	30	35	30	26



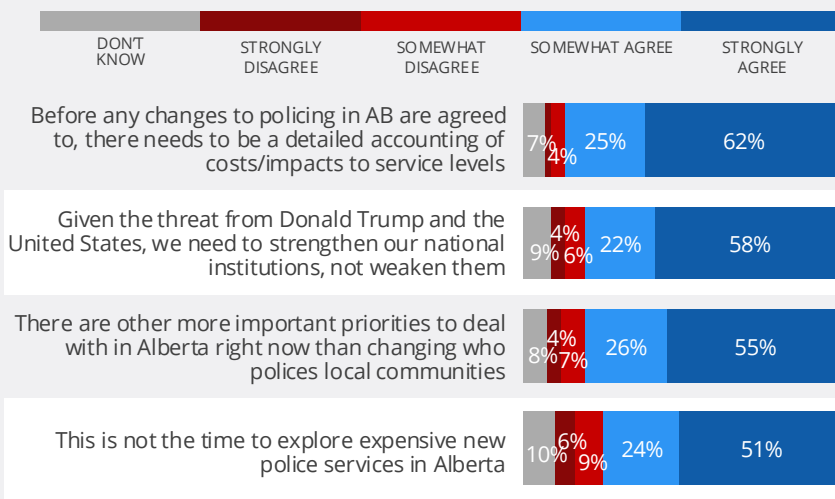
8. The Alberta Next Panel, chaired by Premier Danielle Smith, states that it is exploring ideas and policies to assert Albert a's sovereignty and constitutional rights within a united Canada. To what extent do each of the following ideas help Alberta improve its place in Canada?
Base: TOTAL W8 (N=1,200); W7 (N=1,201); W4 (N=1,206); W3 (N=1,221); W2 (N=1,228); W1 (N=1,300).

3-in-4 agree “This is not the time explore expensive new police services in Alberta”

13

- Majority (56%) agree “if the federal government approves an oil pipeline, the Alberta government should drop its plan to replace RCMP”.
- Almost 9-in-10 (87%) Albertans continue to agree that there needs to be a detailed accounting of costs/impacts to service levels.
- Over 4-in-5 (81%) agree that “given the threat from Donald Trump... we need to strengthen our national institutions, not weaken them”.

Agreement With Key Statements



% AGREE (Strongly/Somewhat)														
TOTAL	GENDER		AGE			REGION							TOTAL	
W8	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W7	W6
87	87	87	83	84	92	84	89	82	83	92	90	90	89	87
81	79	83	78	79	85	82	83	71	79	80	80	85	80	-
81	78	84	76	80	86	83	84	74	73	80	80	78	81	84
75	72	77	72	73	78	77	78	70	68	73	72	75	75	-

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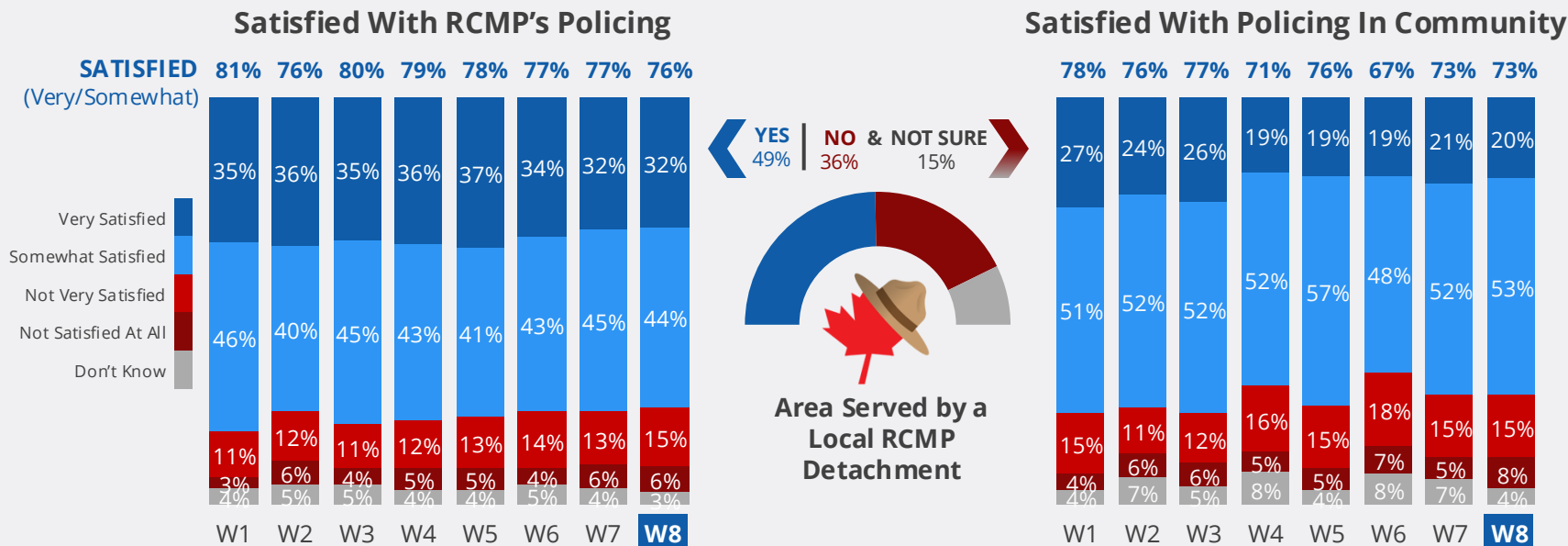
Q 25. Please indicate to what extent do you agree or disagree with the following statements:
Base: TOTAL W8 (N=1,200); W7 (N=1,201)

RCMP Satisfaction

Over three-quarters satisfied with RCMP's policing

15

- Satisfaction with RCMP's policing of their community (76%).
- Almost three-in-four satisfied with policing in non-RCMP served communities (73%).



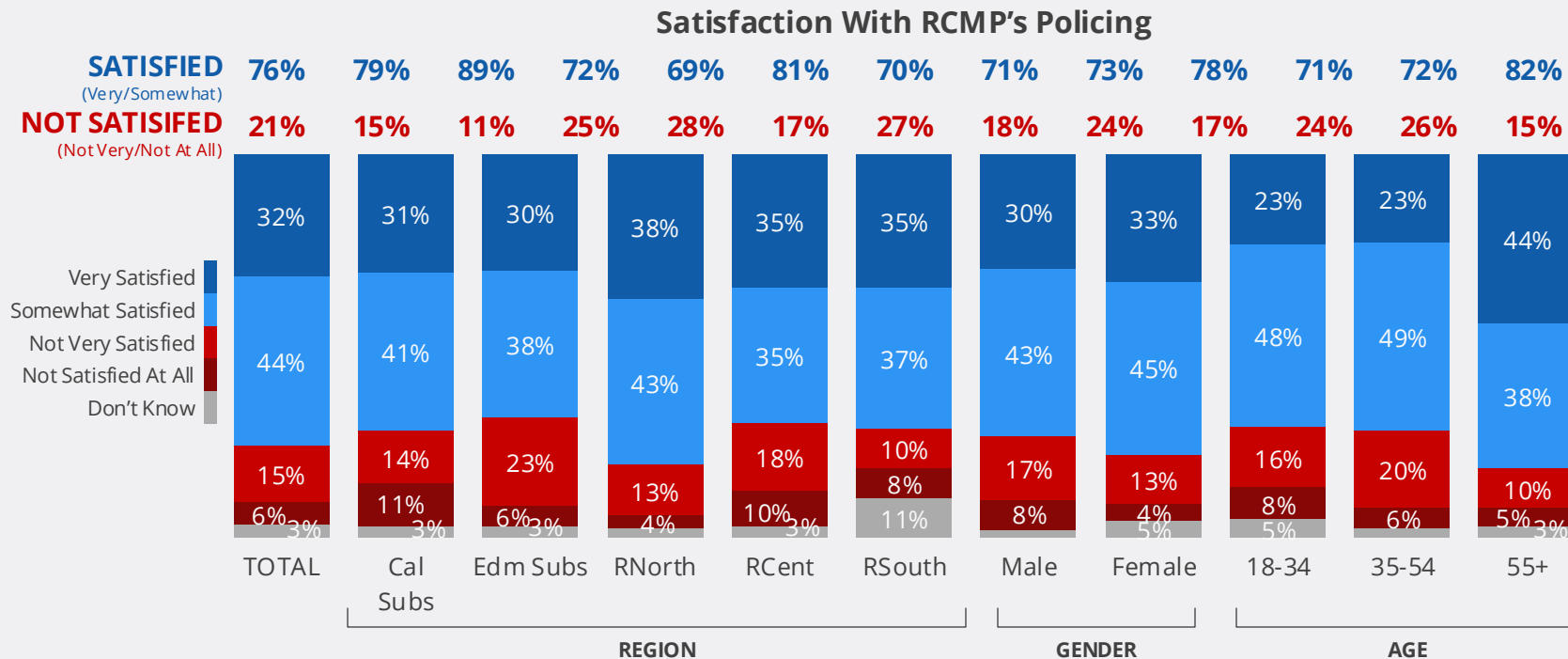
Now, here are some questions about policing in Alberta. | 9. Is your municipality or local area served by a local RCMP detachment? Base: TOTAL. W8 (N=1,200); W7 (N=1,201) | 10. How satisfied are you with the RCMP's policing of your community? Base: Yes, at Q4: W8 (N=729); W7 (N=718); W6 (N=678); W5 (N=699); W4 (N=696); W3 (N=727); W2 (N=733); W1 (N=809) | 11. How satisfied are you with the policing in your community? Base: No or Not Sure at Q4: W8 (N=471); W7 (N=483); W6 (N=522); W5 (N=503); W4 (N=510); W3 (N=494); W2 (N=495); W1 (N=491).



Satisfaction with RCMP's policing:

16

- Regionally, satisfaction ranges from 70% in Rural Central to 84% in Calgary suburbs.
- Women more likely to be satisfied with RCMP's policing (82%); 55+ age group most satisfied with RCMP's policing (83%).



10. How satisfied are you with the RCMP's policing of your community?
Base: Local Area Served by RCMP: W8 (N=729).

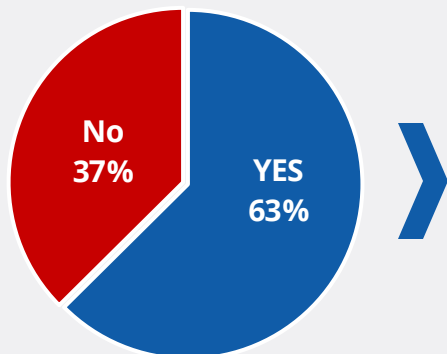
Alberta Provincial Police Service [APPS]

Majority aware of Alberta's plan to replace RCMP with Alberta Provincial Police Service

18

- Read, seen, heard comments about Alberta Provincial Police Service (APPS) include government plan to have own police force, defunding the RCMP, criticism of government, broadening role of sheriffs, and comments related to Alberta separation.

Awareness of Alberta's Plan to Replace RCMP with Alberta Provincial Police Service



Read, Seen or Heard

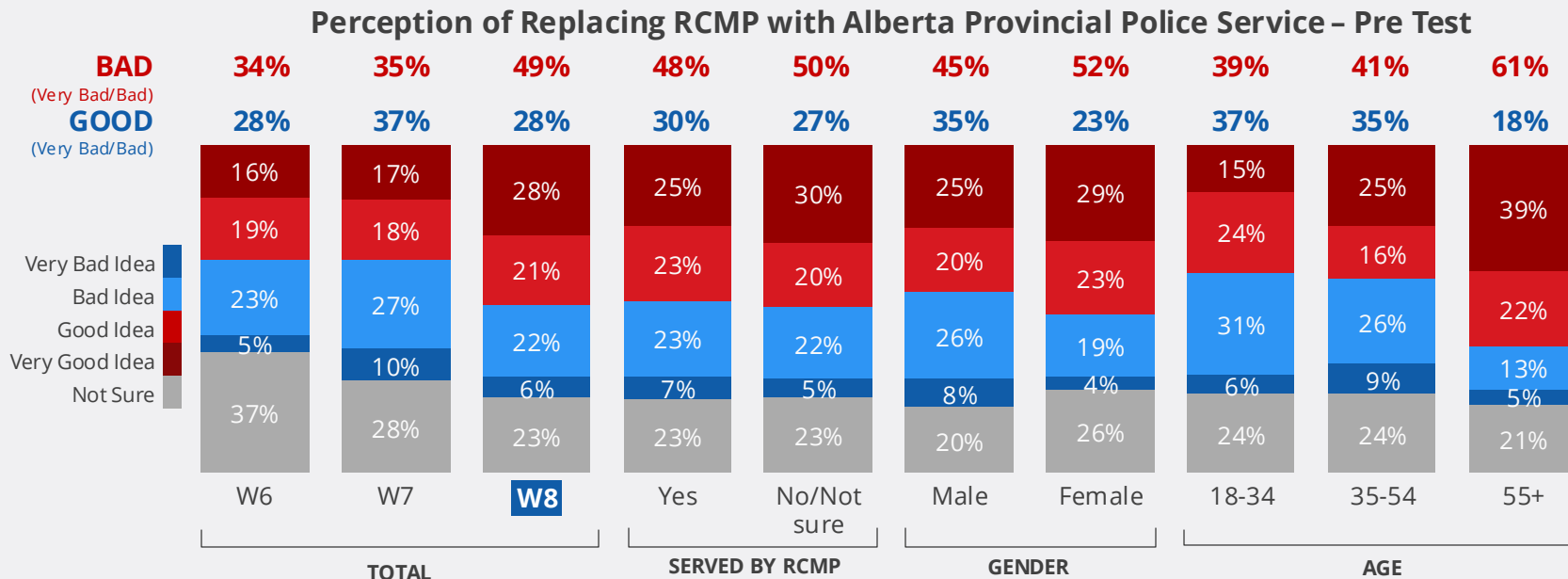


13. Before responding to this survey, had you read, seen, or heard anything the Alberta government's plan to replace the RCMP with a new Alberta Provincial Police Service? Base: TOTAL W8 (N=1,200) | 14. And what have you read, seen or heard? BASE: Yes, at Q13 (N=804).

Almost half say replacing RCMP with Alberta Provincial Police Service is a “bad idea”

19

- Those saying APPS is a bad idea (49%) includes majority of women (52%), 55+ age group (61%).
- Those saying APPS is a good idea (28%) is higher among men (35%), 18-34 age group (37%).



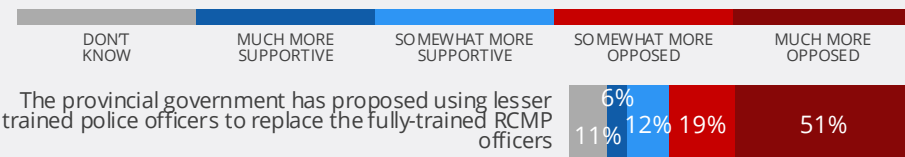
Q 15. Based on what you have read, seen, or heard, do you think replacing the RCMP with a new Alberta Provincial Police Service is a good idea or a bad idea?
 Note: The name of the agency has changed from IAPS to APPS. Base: TOTAL W8 (N=1,200); W7 (N=1,201).

Using lesser trained police officers to replace fully-trained RCMP officers is top among messages driving opposition to replacing RCMP with APPS

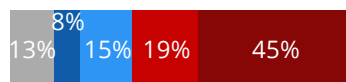
20

- Over 7-in-10 (71%) are more opposed to replacing RCMP with APPS based on using lesser trained officers to replace fully-trained RCMP officers, including over half (51%) that are much more opposed.
- A range of 63-64% are more opposed to replacing RCMP with APPS based on increased costs and potential impact on rural areas.

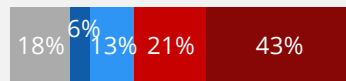
Support/Opposition For APPS*



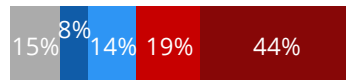
The federal government pays 30% of the cost of RCMP service in Alberta, which amounts to about \$188 million each year. If Alberta replaces the RCMP with a provincial police service, the current federal contribution will have to be absorbed by provincial and municipal taxpayers



Ending the RCMP contract and moving to a new provincial police service model will put more attention on Edmonton and Calgary; and rural communities won't receive the attention they deserve



The province has not released detailed costing of the plan to create a new provincial police service, but a 2021 report commissioned by the government said a new provincial police service would have start-up costs of \$372 million plus and additional \$164 million each year in operating costs



% OPPOSED (Much More/Somewhat More)													
TOTAL	GENDER		AGE			REGION							TOTAL
W8	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W7*
71	67	74	64	66	79	68	72	66	67	77	74	74	59
64	60	67	54	61	73	65	62	54	61	67	67	67	65
63	58	69	55	58	74	62	60	63	64	67	70	68	61
63	59	66	51	60	73	64	63	57	59	63	65	64	59



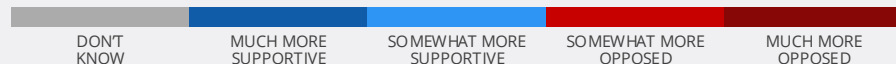
16. Here are some general statements about policing in Alberta. Please indicate whether they make you more supportive or more opposed to replacing the RCMP with a new Alberta Provincial Police Service (APPS). Base: TOTAL W8 (N=1,200); TOTAL Sample Split W7 (600-601). Note: The name of the agency has changed from IAPS to APPS.

Majority more opposed to replacing RCMP with APPS based on local government concerns

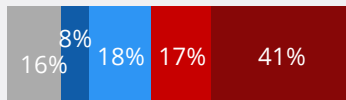
21

- Majority (58%) more opposed to replacing RCMP with APPS based on local governments voicing concerns regarding increased costs, including 61% of women, 66% of 55+ age group and 66% of Rural Central.
- “Ending the contract with the RCMP will give Albertans more control over policing...” made 37% more supportive of plan to replace RCMP with APPS.

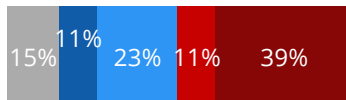
Support/Opposition For APPS*



Local governments across Alberta have voiced concerns regarding increased costs and other impacts of a transition away from RCMP local policing



Several Alberta municipalities – including Red Deer, Airdrie, Beaumont, and Olds – have conducted policing reviews in the past five years &, after careful analysis of policing costs, chose to retain RCMP



% OPPOSED (Much More/Somewhat More)

TOTAL	GENDER		AGE			REGION							TOTAL	
W8	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W7*	W6*
58	54	61	52	53	66	55	60	57	52	58	66	62	57	63
51	49	52	48	46	56	47	52	46	46	53	56	60	51	-

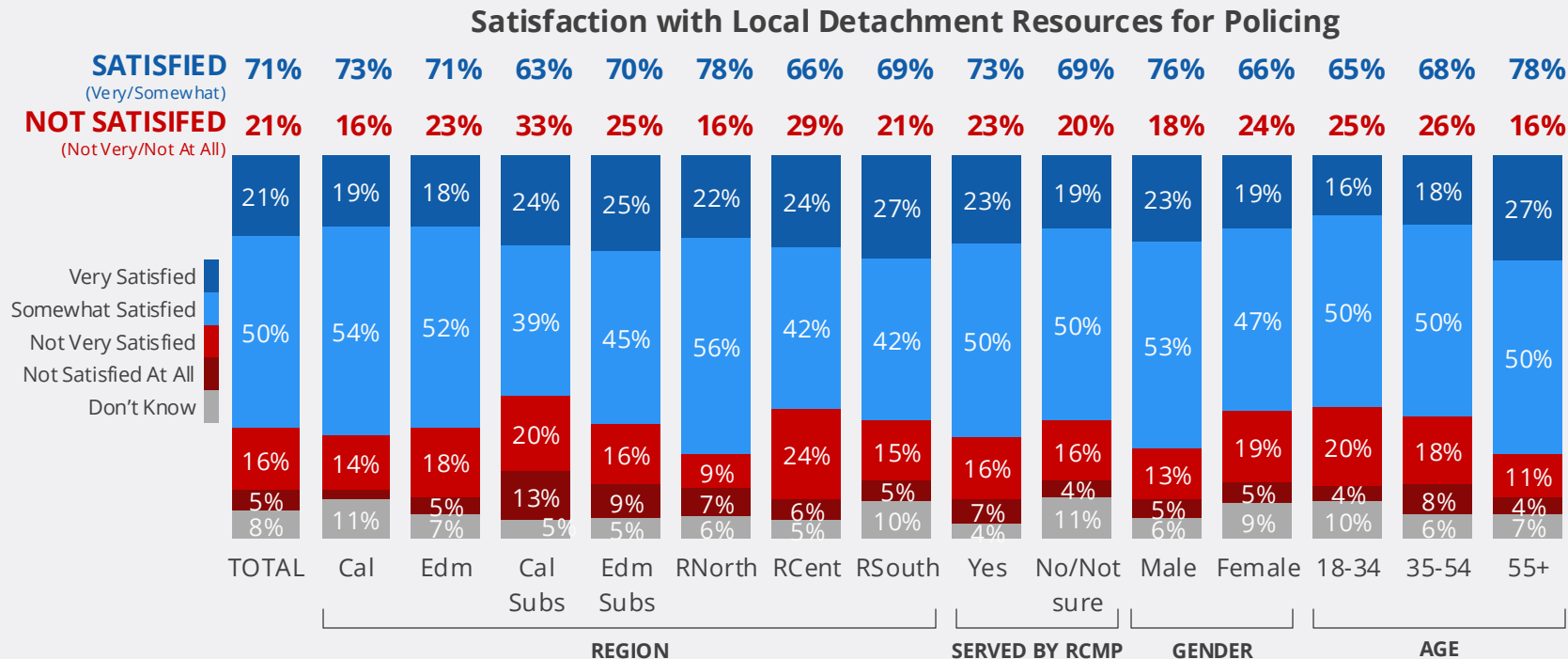


16. Here are some general statements about policing in Alberta. Please indicate whether they make you more supportive or more opposed to replacing the RCMP with a new Alberta Provincial Police Service (APPS). Base: TOTAL W8 (N=1,200); TOTAL Sample Split W7 (600-601). Note: comparing APPS (W8) to previously proposed IAPS (W6/W7)

Over 7-in-10 satisfied that their local detachment has adequate resources to police their community

22

- Across rural areas, satisfaction ranges from 66% in Rural Central to 69% in Rural South and 78% in Rural North.



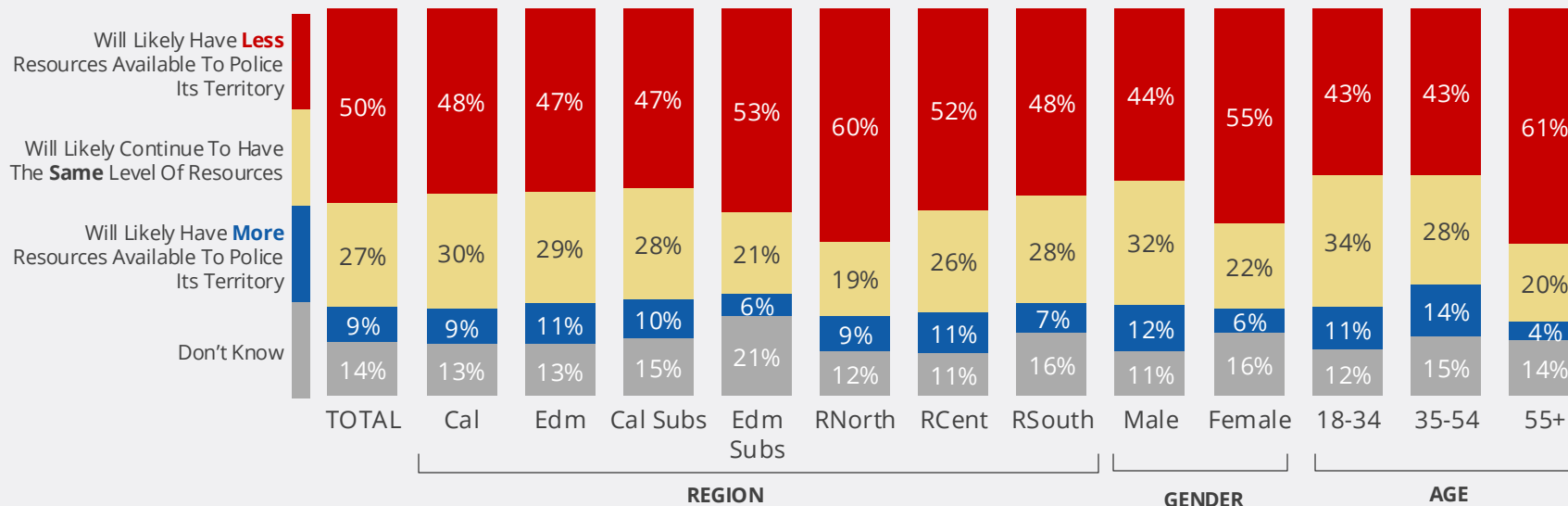
17. Thinking about policing in your community, how satisfied are you with your local detachment having adequate resources to police your community?
Base: TOTAL W8 (N=1,200).

Majority say their community's police service will have less resources available to police its territory if RCMP replaced with APPS

23

- While half (50%) say their community will likely have less resources for policing, 9% said it is likely there would be more resources available, and 27% said it is likely their community will have the same level of resources for policing.

Expected Resource Levels if RCMP is Replaced with Alberta Provincial Police Service



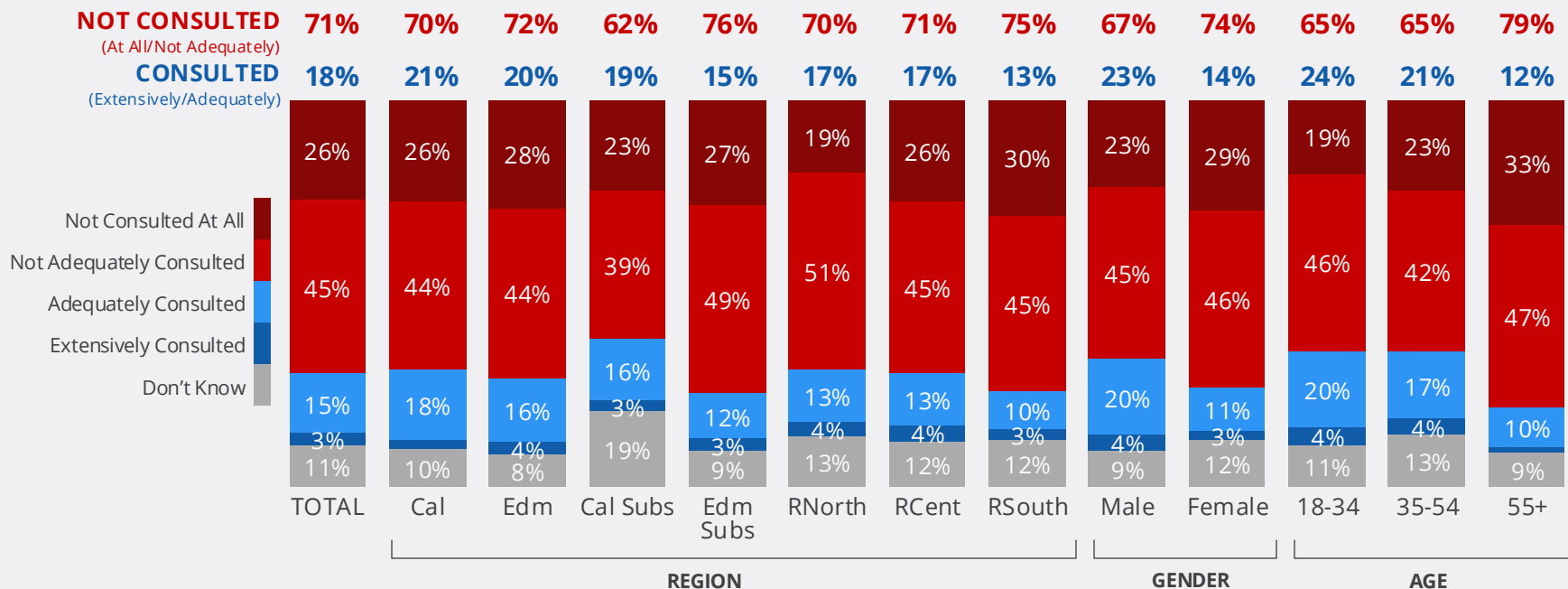
18. The community police service in each municipality in Alberta is funded by the local government. RCMP-served communities receive additional funding from the federal government. If Alberta replaces the RCMP with a new Alberta Provincial Police Service, the current federal contribution would have to be absorbed by provincial and municipal taxpayers. Thinking about this, do you feel that your community's police service will have more, less, or the same level of resources available to police its territory? Base: TOTAL W8 (N=1,200).

Over 7-in-10 say public has not been adequately consulted on idea of replacing the RCMP with a new Alberta Provincial Police Service

24

- Over 1-in-4 (26%) say the public has “not been consulted at all” including 33% of 55+ age group.

Perceived Public Consultation on Replacing RCMP with Alberta Provincial Police Service

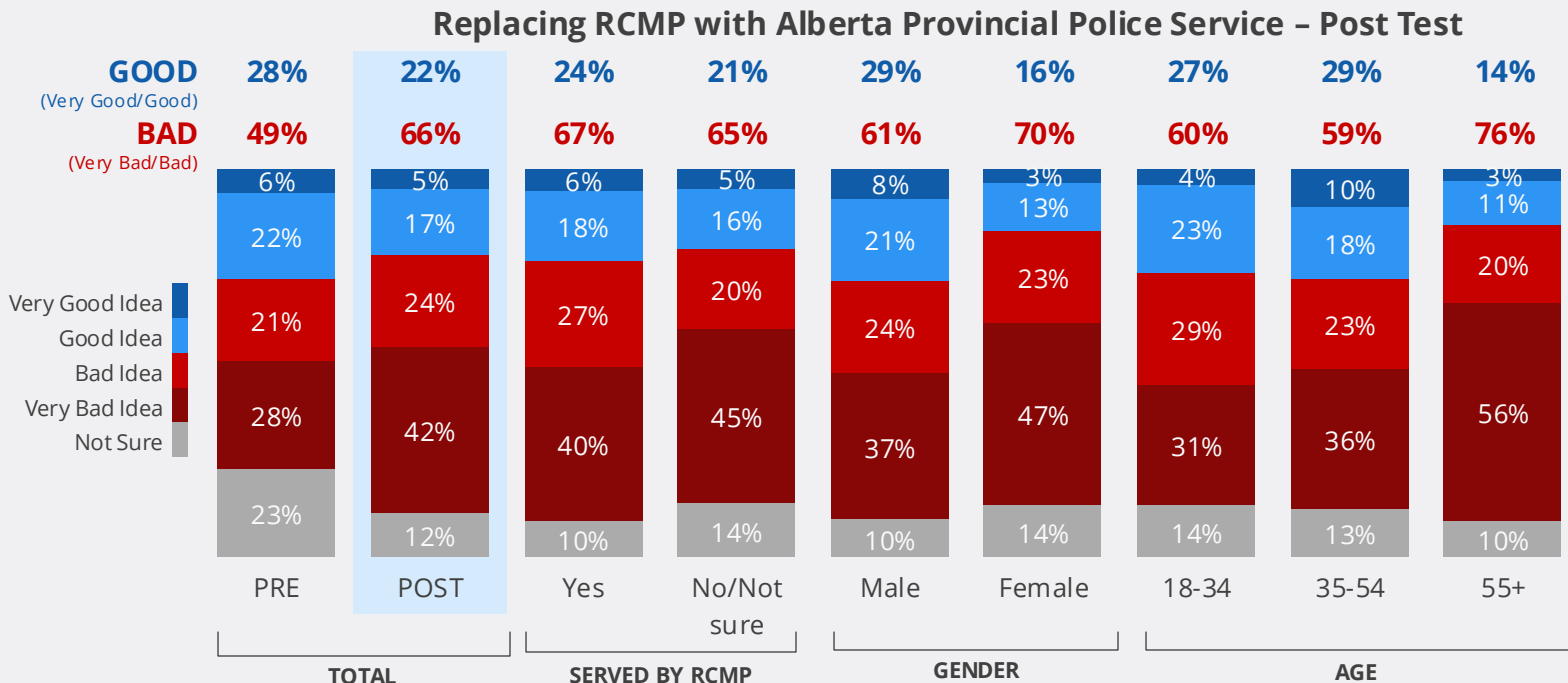


19. To what extent do you think the public has been consulted about the idea of replacing the RCMP with a new Alberta Provincial Police Service?
Base: TOTAL W8 (N=1,200).

Post-test: Those saying replacing RCMP with Alberta Provincial Police is a bad idea increases significantly

25

- Those saying replacing the RCMP with APPS is a bad idea moves from 49% (pre-test) to 66% (post-test), including an increase among those saying it's a "very bad idea" from 28% to 42%.



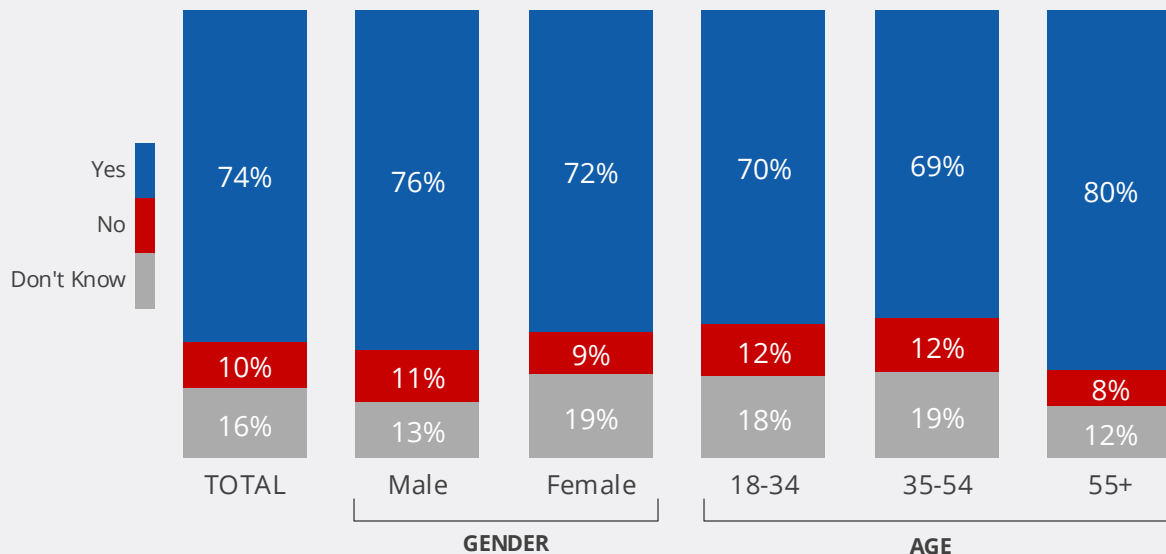
Q 20. Now that you reviewed additional information, do you think replacing the RCMP with a new Alberta Provincial Police Service is a good idea or a bad idea?
 PRE: 15. Based on what you have read, seen, or heard, do you think replacing the RCMP with a new Alberta Provincial Police Service is a good idea or a bad idea?
 Note: The name of the agency has changed. Base: TOTAL W8 (N=1,200).

About 3-in-4 say a decision to replace the RCMP with a new Alberta Provincial Police Service should require approval by referendum

26

- If provincial government moves to replace the RCMP with a new APPS, those saying it should require approval by referendum, and broad support among gender and age groups.

Approval by Referendum for Replacing RCMP with Alberta Provincial Police Service



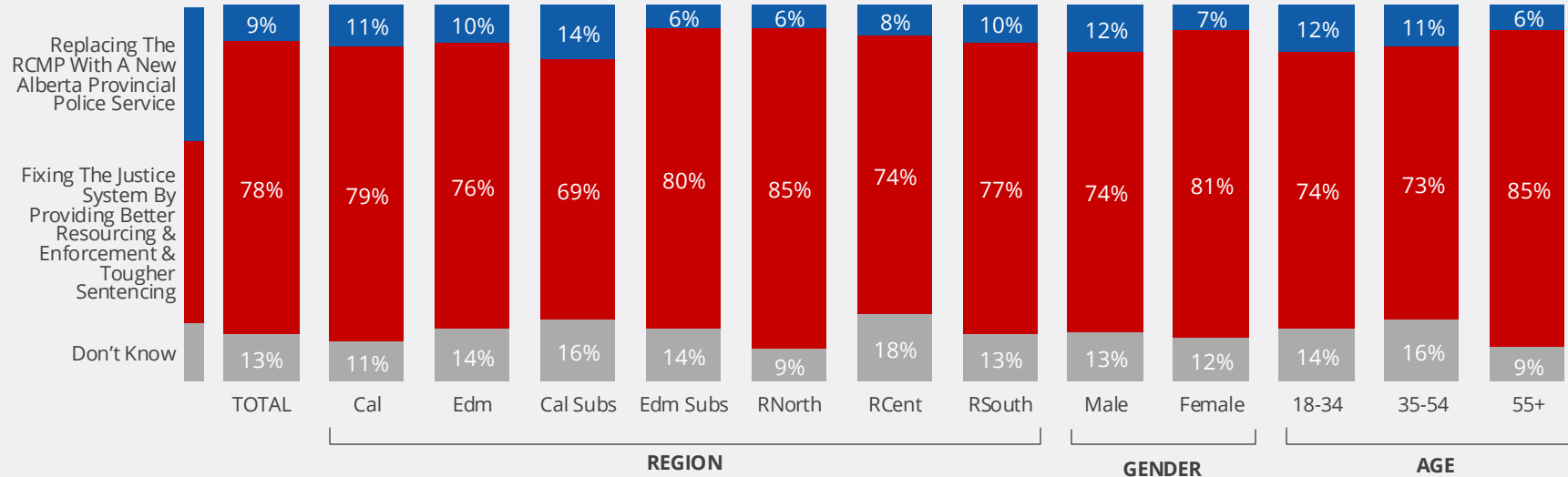
22. The provincial government recently held a province-wide referendum on equalization measures. If a decision is made by the provincial government to replace the RCMP with a new Alberta Provincial Police Service, should that decision also require approval by referendum? Base: TOTAL W8 (N=1,200).

Vast majority want government's focus on fixing the justice system rather than replacing the RCMP with a new Alberta Provincial Police Service

27

- Almost 4-in-5 (78%) prefer “fixing the justice system by providing better resourcing and enforcement, and tougher sentencing” over “replacing the RCMP with a new Alberta Provincial Police Service” (9%).

Premier Danielle Smith and Government's Focus on Public Safety in Alberta

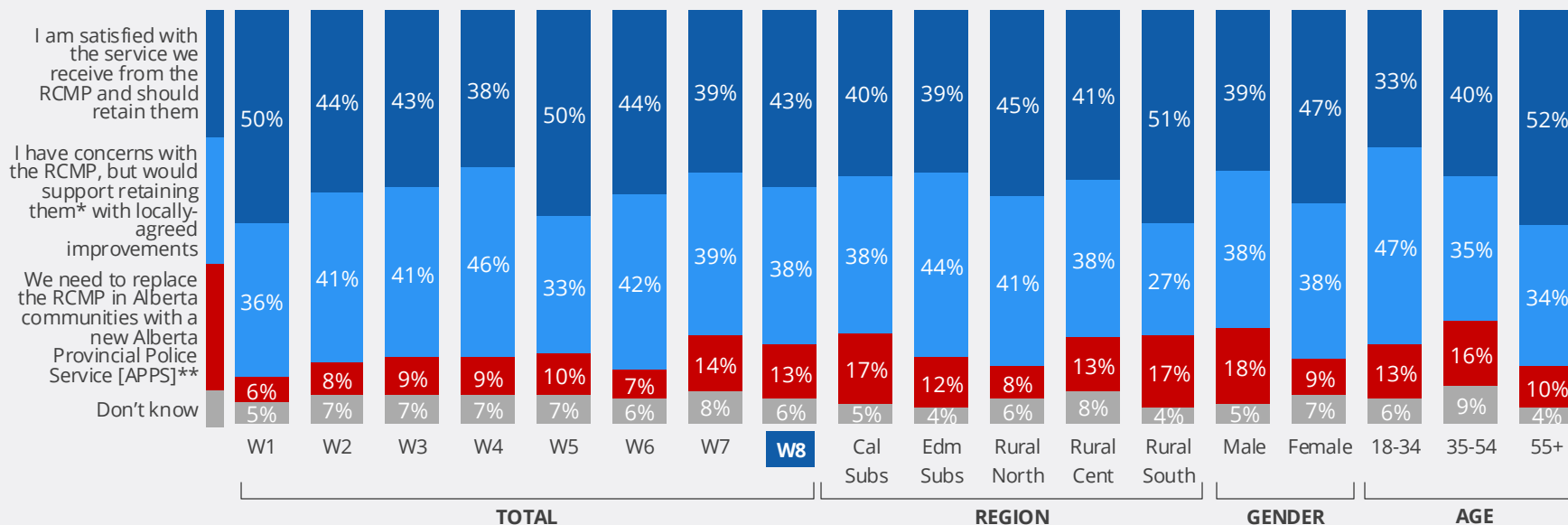


Post-test among RCMP Communities: Tracking across 8 waves

28

- Among those in RCMP-served communities, 81% would retain RCMP which is within the range (78% to 86) over 8 waves.
- Those saying the RCMP needs to be replaced is at 13%, marginally lower than wave 7, but higher than levels in waves 1-6.

Viewpoint of RCMP Served Communities On Key Issues

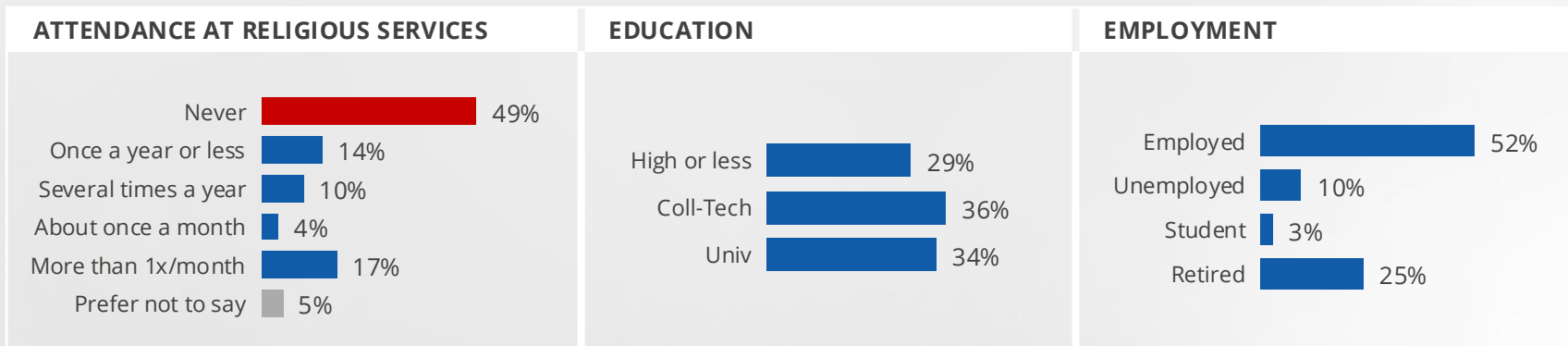
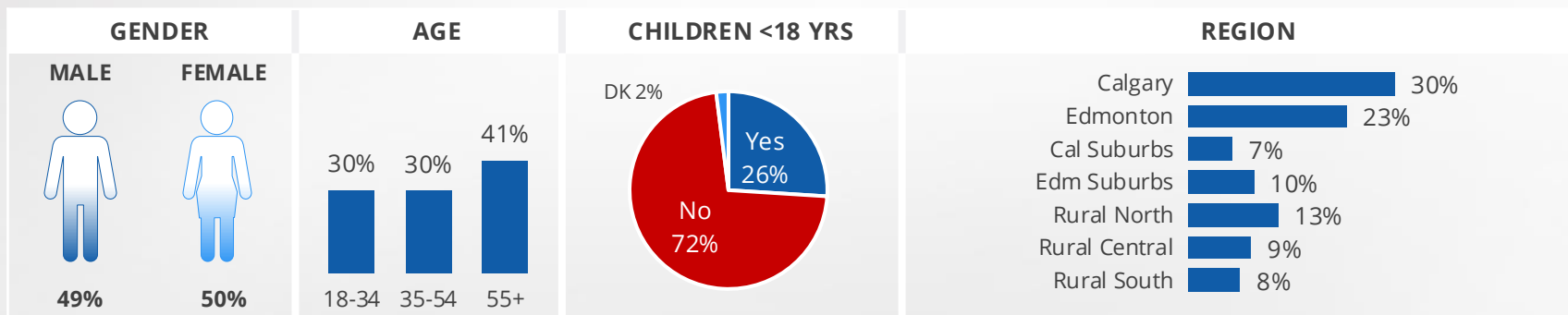


26. Which of the following statements best reflects your viewpoint? Base: Rural / RCMP Communities: W8 (N=729); W7 (N=718); W6 (N=678); W5 (N=699); W4 (N=695); W3 (N=727); W2 (N=733); W1 (N=809). *W1 Read: "...if there were significant improvements". **Note: The name of the agency has changed from IAPS to APPS..

DEMOGRAPHICS

Demographics

30

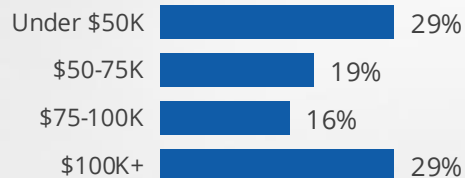


Base: TOTAL (N=1,200).

Demographics

31

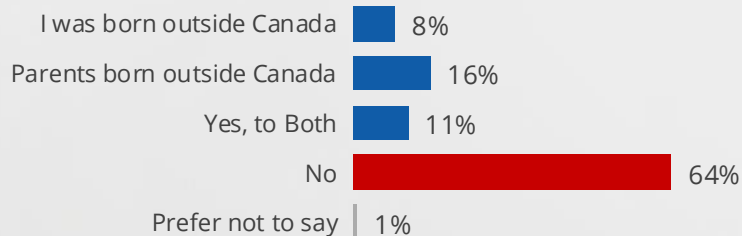
INCOME



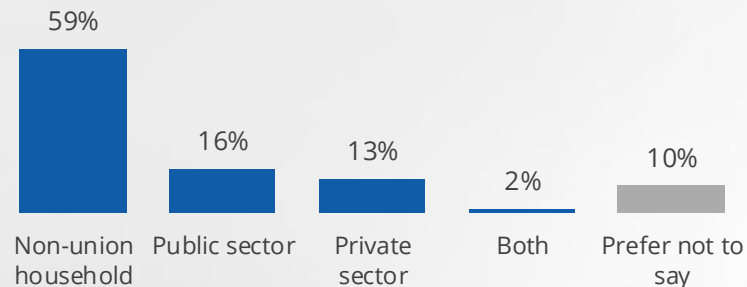
ETHNICITY



BIRTHPLACE OUTSIDE CANADA



UNION MEMBERSHIP



Base: TOTAL (N=1,200).

**NATIONAL
POLICE
FEDERATION**



**FÉDÉRATION
DE LA POLICE
NATIONALE**

National Police Federation Alberta

Wave 8

August 2025

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