

Town of Bon Accord
AGENDA
WITH ADDITIONS
Regular Council Meeting
September 16, 2025 9:00 a.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1.** September 2, 2025; Regular Council Meeting (enclosure)
- 4. DELEGATION**
 - 4.1.** 9:05 a.m. George Ivanchikov, EVlution Charge – EV Charging Stations Cables (enclosure)
- 5. DEPARTMENTS REPORT**
 - 5.1.** September 2025 (enclosure)
Supplementary Variance Report (enclosure)
- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
 - 7.1.** EV Charging Stations Vandalism (enclosure)
 - 7.2.** Drainage Study: 47th Avenue, 51st Street, and Highway 28 (enclosure)
- 8. BYLAWS/POLICIES/AGREEMENTS**
 - 8.1.** Cemetery Bylaw – 2nd and 3rd Readings (enclosure)
- 9. WORKSHOPS/MEETINGS/CONFERENCES**
- 10. COUNCIL REPORTS**
 - 10.1.** Mayor Holden (enclosure)
 - 10.2.** Deputy Mayor Larson (enclosure)
 - 10.3.** Councillor Bidney (enclosure)
 - 10.4.** Councillor Laing (enclosure)
 - 10.5.** Councillor May (enclosure)
- 11. CORRESPONDENCE**
ACTION REQUIRED
 - 11.1.** Municipalities Conventions – RCMP Meetings (enclosure)
GENERAL
 - 11.2.** Sturgeon County Letter of Support for FRIAA FireSmart Grant (enclosure)
- 12. NOTICE OF MOTION**

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13. CLOSED SESSION

- 13.1.** Out of School Care Agreement – ATIA Section 29 Advice from officials
- 13.2.** Property Transaction, 9022300 Lot 2 – ATIA Section 19 Disclosure harmful to business interests of a third party, Section 29 Advice from officials, Section 30 Disclosure harmful to economic and other interests of a public body, and Section 32 Privileged information
- 13.3.** Personnel – ATIA Section 20 Disclosure harmful to personal privacy, Section 22 Confidential evaluations, and Section 29 Advice from officials
- 13.4.** Arena Advertising Agreement – ATIA Section 29 Advice from officials
- 13.5.** Engineering Services RFP – ATIA Section 32 Privileged information

14. ADJOURNMENT

Year-to-Date Variance Report (Unaudited)
for the year ending December 31, 2025
Reporting period: up to September 9, 2025

| DEPARTMENT | REVENUES | | | EXPENSES | | | NET | NET | NET | % Change between Actual & Budget |
|--|------------------------|------------------------|--------------------|----------------------|----------------------|----------------------|---------------------|----------------------|---------------------|---|
| | Actual | Budget | Variance | Actual | Budget | Variance | Actual | Budget | Variance | |
| General Municipal | 2,599,031 | 2,589,238 | 9,793 | 223,364 | 239,424 | - 16,060 | 2,375,667 | 2,349,814 | 25,853 | 1% |
| TOTAL MUNICIPAL | \$ 2,599,030.67 | \$ 2,589,238.00 | \$ 9,792.67 | \$ 223,363.57 | \$ 239,424.00 | -\$ 16,060.43 | \$ 2,375,667 | \$ 2,349,814 | \$ 25,853 | 1% |
| Election | - | - | - | 300 | - | 300 | (300) | - | (300) | 100% |
| Council | - | - | - | 72,887 | 91,251 | - 18,365 | (72,887) | (91,251) | 18,365 | -25% |
| TOTAL COUNCIL | \$ - | \$ - | \$ - | \$ 73,187 | \$ 91,251 | -\$ 18,065 | -\$ 73,187 | -\$ 91,251 | \$ 18,065 | 20% |
| Administration | 16,239 | 13,043 | 3,197 | 376,737 | 482,714 | - 105,977 | (360,498) | (469,672) | 109,174 | -30% |
| EV Chargers | 264 | 563 | - 298 | 3,942 | 6,975 | - 3,033 | (3,678) | (6,413) | 2,735 | -74% |
| TOTAL ADMINISTRATION | \$ 16,239 | \$ 13,043 | \$ 3,197 | \$ 376,737 | \$ 482,714 | -\$ 105,977 | -\$ 360,498 | -\$ 469,672 | \$ 109,174 | 23% |
| Fire Services | 10,923 | 10,708 | 215 | 41,349 | 43,210 | -1,861 | (30,426) | (32,502) | 2,076 | -7% |
| Emergency Services | - | - | - | 12,241 | 15,771 | -3,530 | (12,241) | (15,771) | 3,530 | -29% |
| Bylaw | 5,867 | 2,288 | 3,580 | 18,262 | 39,204 | -20,942 | (12,395) | (36,917) | 24,521 | -198% |
| TOTAL PROTECTIVE SERVICES | \$ 16,790 | \$ 12,996 | \$ 3,794 | \$ 71,852 | \$ 98,184 | -\$ 26,332 | -\$ 55,062 | -\$ 85,189 | \$ 30,127 | 35% |
| Municipal Planning | 5,161 | 5,625 | - 464 | 49,608 | 105,923 | - 56,315 | (44,447) | (100,298) | 55,852 | -126% |
| Economic Development | 2,500 | - | 2,500 | 67,781 | 86,594 | - 18,813 | (65,281) | (86,594) | 21,313 | -33% |
| Safe Communities | - | 60 | - 60 | 17 | 560 | - 543 | (17) | (500) | 483 | -2817% |
| TOTAL PLANNING & DEVELOPMEN | \$ 7,661 | \$ 5,625 | \$ 2,036 | \$ 117,389 | \$ 192,517 | -\$ 75,128 | -\$ 109,728 | -\$ 186,892 | \$ 77,164 | 41% |
| Public Works - Roads | 3,656 | 13,256 | - 9,600 | 230,567 | 364,523 | - 133,956 | (226,911) | (351,267) | 124,356 | -55% |
| Storm Sewer & Drain | - | - | - | 89,590 | 80,007 | 9,584 | (89,590) | (80,007) | (9,584) | 11% |
| Water | 379,609 | 369,791 | 9,818 | 289,808 | 427,222 | -137,414 | 89,801 | (57,431) | 147,232 | 164% |
| Sewer | 248,180 | 253,580 | - 5,400 | 221,767 | 310,438 | -88,671 | 26,414 | (56,858) | 83,271 | 315% |
| Garbage | 77,811 | 76,023 | 1,788 | 81,733 | 104,075 | -22,342 | (3,922) | (28,052) | 24,130 | -615% |
| Cemetery | 17,100 | 6,000 | 11,100 | 9,851 | 13,914 | -4,064 | 7,250 | (7,914) | 15,164 | 209% |
| TOTAL PUBLIC WORKS | \$ 726,357 | \$ 718,650 | \$ 7,707 | \$ 923,316 | \$ 1,300,180 | -\$ 376,864 | -\$ 196,959 | -\$ 581,529 | \$ 384,570 | 66% |
| FCSS | 53,038 | 41,428 | 11,610 | 70,270 | 92,439 | - 22,170 | (17,232) | (51,012) | 33,780 | -196% |
| TOTAL FCSS | \$ 53,038 | \$ 41,428 | \$ 11,610 | \$ 70,270 | \$ 92,439 | -\$ 22,170 | -\$ 17,232 | -\$ 51,012 | \$ 33,780 | 66% |
| Parks | 68,404 | 60,389 | 8,015 | 91,645 | 137,723 | - 46,078 | (23,240) | (77,334) | 54,094 | -233% |
| Arena | 187,227 | 171,069 | 16,158 | 190,438 | 281,685 | - 91,247 | (3,211) | (110,616) | 107,405 | -3345% |
| Recreation | 197,637 | 202,321 | - 4,684 | 83,638 | 102,294 | - 18,656 | 113,999 | 68,775 | 45,224 | 40% |
| TOTAL REC & COMMUNITY SERVICE | \$ 453,269 | \$ 231,458 | \$ 19,490 | \$ 365,720 | \$ 521,702 | -\$ 155,982 | \$ 87,548 | -\$ 119,175 | \$ 206,723 | 173% |
| Library | - | - | - | 61,836 | 63,927 | - 2,090 | (61,836) | (63,927) | 2,090 | -3% |
| TOTAL LIBRARY | \$ - | \$ - | \$ - | \$ 61,836 | \$ 63,927 | -\$ 2,090 | -\$ 61,836 | -\$ 63,927 | \$ 2,090 | 3% |
| Total Excl. General Municipal | \$ 1,273,354 | \$ 1,023,199 | \$ 47,834 | \$ 2,060,307 | \$ 2,842,914 | -\$ 782,607 | -\$ 786,953 | -\$ 1,819,715 | \$ 1,032,762 | -131% |
| Total Incl. General Municipal | \$ 3,872,385 | \$ 3,612,437 | \$ 57,627 | \$ 2,283,671 | \$ 3,082,338 | -\$ 798,667 | \$ 1,588,714 | \$ 530,099 | \$ 1,058,615 | |

Variance Report Notes

Reporting Period: up to September 9, 2025

Municipal:

84% of taxes have been collected to date compared to 84% at this time last year.

Protective Services:

Bylaw fines revenues are \$1,622 higher than budgeted and animal licenses revenue is \$1,958 higher than budgeted.

Roads, Water & Sewer:

Roads revenue from the sale of asphalt millings.

Water sales were under budget by \$3,331.

Bulk water sales were under budget by \$4,696.

Penalties were over budget by \$1,187.

Sewer sales were under budget by \$5,480.

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

Bulk water sales can fluctuate based on seasons.

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

Storm Water

Expenses for contracted services for the storm water projects; these expenses will be offset by approved transfers from reserves and grants for the project.

Economic Development & Planning:

Municipal planning - timing of expenses. Expected to be on budget.

Legal currently under budget.

FCSS & Community Services:

The grant from Edmonton Community Foundation for \$17,000 for our Rooted in Wellness event has been received. This program will begin in the Fall.

Cemetery:

Plot sales are over budget by \$11,100.

Recreation, Parks & Arena

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

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

September 15, 2025

Subject: Letter of Support – FRIAA FireSmart Program Grant Application

To whom it may concern,

On behalf of Sturgeon County, I am writing to request your support for our application to the **Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program**.

As you know, over 50 per cent of Alberta's landscape is forested, and many of our communities are located within the wildland-urban interface (WUI). While these areas are highly valued for their natural beauty and lifestyle, they are also more vulnerable to the threat of wildfire. The FRIAA FireSmart Program provides critical funding (up to \$200,000 per project) to help municipalities and regions like ours strengthen resilience and reduce wildfire risk.

As a partner in the Sturgeon Regional Emergency Management Partnership (SREMP), we are seeking your support for this initiative, which will provide important benefits to all member municipalities by advancing regional wildfire preparedness and positioning us for future opportunities.

Your support is essential to demonstrate the strong regional collaboration that defines SREMP. We kindly ask that you confirm your municipality's endorsement by signing below.

Declaration of Support

I, _____, the _____ of _____
(Printed Name) (Position Title) (Municipality)

hereby confirm full support for Sturgeon County's application to the FRIAA FireSmart Program Grant (up to \$200,000), recognizing the regional benefits this initiative brings to all members of the Sturgeon Regional Emergency Management Partnership (SREMP).

Signature: _____

Date: _____