

COUNCIL PACKAGE

FEBRUARY 11, 2020





**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
FEBRUARY 11, 2020, 6:30 P.M.**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. Call to Order

1.2. Adoption of Agenda

1.3. Declaration of Pecuniary Interest

1.4. Adoption of Minutes

1.4.1. January 28, 2020 Council Meeting Minutes

2. CLOSED SESSION (6:30 p.m.)

2.1. Intergovernmental Affairs *(FOIP Section 21 (1) - Harmful to Intergovernmental Relations)*

2.2. Advice from Officials *(FOIP Section 24 – Advice from Officials)*

2.3. Legal Matters *(FOIP Section 27 (2) – Legal Privilege)*

3. DELEGATIONS

3.1. Motion for Acceptance of Delegation(s)

3.1.1. Friends of Lamont Elementary School Society – Donation Presentation

3.1.2. Lamont County Emergency Services, Stairclimb Team – Donation Presentation

4. CORRESPONDENCE

4.1. John Helton, Fire Chief, Lamont Fire Department

4.2. County of Lamont Food Bank

4.3. AUMA Outreach and Submission to Premier Kenney

5. NEW BUSINESS

5.1. Assessment Review Board Member Appointments

5.2. Cancellation of Council Meeting

5.3. Town Wide Clean-Up Committee

6. REPORTS

6.1. Council Reports

6.1.1. Mayor Bill Skinner

6.1.2. Councillor Kirk Perrin

6.2. Staff Reports

6.2.1. Finance Report– Monthly Financial Statement January 2020

6.2.2. Fire Chief's Report

6.2.3. Director, Operations & Infrastructure Report

6.2.4. Chief Administrative Officer's Report (*written/verbal report to be provided at the meeting*)

7. NOTICES OF MOTION

8. ADJOURNMENT

Town of Lamont
January 28, 2020
Regular Meeting of Council
Council Chambers

PRESENT: Bill Skinner Mayor
Jody Foulds Councillor
Kirk Perrin Councillor
Al Harvey Councillor
David Taylor Councillor
Perry Koroluk Councillor
Doug Pewarchuk Councillor

Christine Beveridge Chief Administrative Officer
Dreena Guptill Recording Secretary

ABSENT: None.

CALL TO ORDER: Mayor Skinner: called the meeting to order at 7:30 p.m.

**ADOPTION OF
AGENDA:**

MOTION: 10/20 Councillor Foulds: That the Council Agenda be accepted as amended.

Added Closed session following item 10b:

- Intermunicipal Affairs Update
- Advice from Officials
- Legal Privilege
- Personnel Matter

CARRIED

**DECLARATION OF
PECUNIARY
INTEREST:**

None.

DELEGATION: a) **RCMP Annual Report**
Inspector Michael McCauley, Officer in Charge

MOTION: 11/20 Councillor Taylor: That Council accept the delegation presentation of Inspector Michael McCauley, RCMP Officer in Charge.

CARRIED

b) **Lamont Christmas Light Up Committee**
Heather Price, Committee Member
Dorothy Saleski, Committee Chair

MOTION: 12/20 Councillor Perrin: That Council accept the delegation presentation from Lamont Christmas Light Up Committee.

CARRIED

**ADOPTION OF
MINUTES:**

a) **Regular Meeting of Council – January 14, 2020**

MOTION: 13/20 Councillor Taylor: That the Minutes of the Regular Meeting of Council held January 14, 2020 be accepted as presented.

CARRIED

FINANCE: None.

BYLAW: a) **Bylaw 01/20**

MOTION: 14/20 **Councillor Perrin:** That Council give first reading to Bylaw 01/20.

CARRIED

MOTION: 15/20 **Councillor Koroluk:** That Council give second reading to Bylaw 01/20.

CARRIED

MOTION: 16/20 **Councillor Pewarchuk:** That Council give unanimous consent to proceed to third reading of Bylaw 01/20.

CARRIED UNANIMOUSLY

MOTION: 17/20 **Councillor Taylor:** That Council give third reading to Bylaw 01/20.

CARRIED

CORRESPONDENCE:

- a) **John S. Batiuk Regional Water Commission Letter**
- b) **Lamont County Emergency Services Letter – Gala and Fundraiser**
- c) **Alberta Health Services Medical Officer of Health Letter – Phase 2 Cannabis Legalization**
- d) **Alberta Order of Excellence Letter – Call for Nominations**
- e) **Lamont Health Care Centre Board Meeting Minutes – December 23, 2019**

MOTION: 18/20 **Councillor Taylor:** That Council make a donation of \$500 to the Lamont County Emergency Services Fire and Ice Gala and Fundraiser.

CARRIED

MOTION: 19/20 **Councillor Koroluk:** That Council accept the correspondence as information.

CARRIED

BUSINESS: a) **Transfer of Tax Recovery Costs to Tax Rolls**

MOTION: 20/20 **Councillor Harvey:** That Council authorize the costs to be transferred to the following tax rolls; #56200 (\$333.65) and #103500 (\$341.82).

CARRIED

STAFF AND COUNCIL REPORTS:

Mayor Skinner

Written report attached.

Councillor Taylor

Written report attached.

- Further to written report, the Lamont High School's hot meal program is seeking sponsorship as they are no longer beneficiaries of a daily bread delivery due to supplier closing a location.

Councillor Perrin

Nothing to report.

Councillor Foulds

Nothing to report.

Councillor Harvey

Nothing to report.

Councillor Koroluk

Nothing to report.

Councillor Pewarchuk

Nothing to report.

MOTION: 21/20 **Councillor Harvey:** That Council accept the Council Reports as presented.

CARRIED

BUSINESS: **b) Public Committee Member Appointments – Parks and Recreation**

MOTION: 22/20 **Councillor Perrin:** That Council convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Sections 17, 21(1), 24 and 27(2) of the *Freedom of Information and Protection of Privacy Act* at 8:38 p.m.

- Intermunicipal Affairs Update
- Advice from Officials
- Legal Privilege
- Personnel Matter

CARRIED

Recording Secretary Dreena Guptill left Council Chambers at 8:38 p.m.

MOTION: 23/20 **Councillor Perrin:** That Council revert to regular Council meeting session at 10:02 p.m.

CARRIED

**BUSINESS ARISING
FROM CLOSED
SESSION:**

MOTION: 24/20 **Councillor Taylor:** That Council appoint Linda Sieker and Glynis Leonard to the Parks and Recreation Committee to expire December 31, 2021 and Debbie Brill to expire December 31, 2020 as public members.

CARRIED

EVENT REGISTER: None.

ADJOURNMENT: Mayor Skinner adjourned the meeting at 10:02 p.m.

Mayor

Chief Administrative Officer

CLOSED SESSION NOTICE

FEBRUARY 11, 2020

6:30 p.m.

- **Intergovernmental Affairs (FOIP Section 21 (1)- Harmful to Intergovernmental Relations)**
- **Advice from Officials (FOIP Section 24 – Advice from Officials)**
- **Legal Matters (FOIP Section 27 (2) – Legal Privilege)**



Lamont Fire Department

Box 33 Lamont, Alberta T0B 2R0

(780) 895-7332

January 31, 2020

David Zayonce, Regional Fire Chief
Lamont County Emergency Services

David:

I have written this letter to inform you officially of my decision to step down as Fire Chief from the Lamont County Emergency Services (Lamont Fire Department) role effective April 1, 2020.

I have thought long and hard about this decision along with conversation with my wife and my son.

I feel after 35 as Fire Chief it is time to have someone new take this roll.

I would like to stay on as a mentor for the new person taking over from me and help with the transition.

I would also like to continue to be involved in some of the County Emergency Services initiatives that I have been doing IE: SCBA servicing, turnout gear, new engine etc.

Sincerely:

John Helton

John Helton



Town of Lamont Council and Staff
5307 50 Ave.
Lamont, AB
T0B 2R0



January 30, 2020

Dear Mayor Skinner, Members of Council and Town Staff:

The County of Lamont Food Bank Board of Directors would like to extend a huge thank you for all your support with our annual Christmas Hamper effort on December 22, 2019. Office staff help with booking the facility for the big day and letting us use the storage room in the Recreation Centre to store gifts and supplies in advance of Hamper Day once again made things a lot easier for us.

We also appreciate the Recreation Centre staff support from Colin and Leslie both leading up to and on Hamper Day: their willingness to help has always been critical to our success. Chris of Elk Island Catering also pitched in with donations of food and hamper weekend support as we assembled children's gifts on Saturday and hampers on Sunday.

This year, we provided Christmas hampers (turkey with all the trimmings, toys for the children and gift cards for the teens) to 72 families in our County. This helped out 202 people: 124 adults and 78 children. Please accept our thanks on their behalf for your major contribution to making their Christmas much better.

Yours truly,

A handwritten signature in black ink that reads "Susan Campbell". The signature is written in a cursive, flowing style.

Susan Campbell,
Board Member and Chair, Christmas Hamper Committee

Dreena Guptill

Subject: FW: AUMA outreach continues after our President's Summit
Attachments: AUMA Submission to Premier Kenney-Feb 2020.pdf
Importance: High

From: President <President@auma.ca>
Sent: Friday, February 7, 2020 9:00 AM
Subject: AUMA outreach continues after our President's Summit

Dear Mayors, Councillors & CAOs,

In recognition of the fiscal challenges Alberta and its communities are facing, last month AUMA hosted a [President's Summit on Municipal Finances: Effective & Transparent](#). We appreciated the participation of over 175 municipal leaders from across the province, who engaged in dialogue with provincial government, industry and community partners.

The primary conclusion of the event was that building a stronger provincial-municipal partnership is key to restoring the Alberta advantage. As such, AUMA has sent [a letter and submission](#) to the Premier, copying the Ministers of Municipal Affairs and Treasury Board and Finance, requesting a renewed partnership.

This partnership should be based on our common goal of getting Alberta back to work through strategic coordinated investments. Partnership also must be based on mutual respect, since both the province and municipalities are accountable to Alberta voters.

In addition to a renewed partnership, there are some key topics that need to be addressed ahead of the next provincial budget and legislative session, such as:

- Municipal governments cannot absorb any further cutbacks or additional costs without significantly increasing taxes or cutting back essential services.
- Planned reductions to the Municipal Sustainability Initiative (MSI) must be revisited and a strategy developed to ensure that stranded federal infrastructure funding starts flowing back to Alberta communities.
- The Budget 2019 Fiscal Plan identified that the education tax requisition will be increasing by approximately four per cent, starting in 2020-21. This imposition to property tax ratepayers is planned for the same time as a freeze in provincial education spending. This planned year-over-year tax increase is unacceptable to municipalities and ratepayers.

Economic development is the top priority for municipalities, who all share the provincial government's objective to get Alberta back to work. Together, we must leverage our scarce resources to maintain infrastructure and preventative social services. Without thoughtful investments, our communities will not be able to attract and retain businesses and talent.

We have requested a meeting with the Premier to further highlight that municipalities have done all they can to absorb the funding cuts and cost increases.

Albertans cannot afford for their provincial and municipal leaders to be uncoordinated and adversarial. The solutions are in front of us if we pull together.

Keep watching our [Digest newsletter](#) and social media accounts in the coming weeks for further outcomes from the President's Summit. It's important that municipalities speak with a united voice. You can help by liking and sharing our content with your residents. Find us on [Twitter](#), [Facebook](#), [LinkedIn](#) and [YouTube](#), where video highlights of President's Summit panel discussions are [available now](#).

In addition to our meeting request, we look forward to continuing the dialogue on provincial-municipal partnership at our [Municipal Leaders' Caucus in Edmonton on March 25 and 26](#), and at our annual Convention on September 23-25 in Calgary.

Please feel free to contact me by email at president@auma.ca or call my cell phone at (403) 363-9224 to discuss any of these matters at any time as well.

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | www.auma.ca



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February 5, 2020

Honourable Jason Kenney
Premier, President of Executive Council
Office of the Premier
307 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Premier Kenney:

In recognition of the fiscal challenges Alberta and its communities are facing, last month AUMA hosted a *President's Summit on Municipal Finances: Effective & Transparent*. We appreciated the participation of many of your colleagues, which provided them the opportunity to engage with over 175 municipal leaders in dialogue focused on solutions.

The primary conclusion of the summit was that building a stronger provincial-municipal partnership is key to restoring the Alberta advantage. We all govern the same people who elected your provincial government, and we must collaborate to best use our finite tax dollars. Our members have expressed frustration at the lack of meaningful engagement on provincial decisions that impact our communities. Municipalities were taken aback by the cumulative impacts of a wide array of cuts and changes to programs introduced in the fall budget, from backtracking on city charters to funding changes to parent link.

As Minister Madu stated, "Only when we are working together can we ensure we are moving in the right direction". We concur that there has never been a greater need for the province and municipalities to work together to "fight out our way out of the economic downturn".

As we look towards a new decade, municipalities and the province have an opportunity to forge a more productive partnership based on key elements:

- A common goal: Economic development is the top priority for municipalities, who all share your government's objective to get Alberta back to work.
- Strategic coordinated investment: Municipalities understand the need to balance the province's books. At the same time, together we must leverage our scarce resources to maintain infrastructure and preventative social services. Without thoughtful investments, our communities will not be able to attract and retain businesses and talent. Experience shows that deferred investment results in increased costs down the road for future generations.
- Mutual Respect: Albertans elect provincial and municipal governments to provide good governance. Like the provincial government, municipalities are ultimately accountable to voters. Being the level of government closest to the people enables us to provide greater transparency and more effectively engage citizens and businesses when determining investment needs and opportunities for efficiency at the local level.

Albertans cannot afford for their provincial and municipal leaders to be uncoordinated and adversarial. The solutions are in front of us if we pull together.

I have enclosed further background that demonstrates why a renewed partnership between the province and municipalities is essential to Alberta's future.

As you prepare for the upcoming budget and legislative session, AUMA requests a meeting so that we can discuss the following:

- Municipal governments have engaged their businesses, citizens and staff to find efficiencies and alternative revenue sources to adjust to funding cutbacks and programs changes introduced in the provincial budget last fall. They cannot absorb any further cutbacks or additional costs without significantly increasing taxes or cutting back essential services.
- Now is the time to invest in maintaining Alberta's infrastructure. Prices are relatively low and Alberta's private construction firms are struggling to hang on through this extended downturn. Planned reductions to the Municipal Sustainability Initiative (MSI) must be revisited and a strategy developed to ensure that stranded federal infrastructure funding starts flowing back to Alberta communities. Reducing government investment in infrastructure at this time is crippling our construction industries, its workers and apprenticeship programs.
- The 2019-20 Fiscal Plan identified that the education tax requisition will be increasing by approximately four percent starting in 2020-21. This imposition to property tax ratepayers is planned at the same time as provincial education spending is being frozen. This planned year over year increase is unacceptable to municipalities and ratepayers.

In addition to our meeting request, we look forward to continuing the dialogue on provincial-municipal partnership at our Municipal Leaders' Caucus in Edmonton on March 25 and 26, and at our annual Convention on September 23-25 in Calgary. Please feel free to contact me by email at president@auma.ca or my cell phone at (403) 363-9224 to discuss any of these matters at any time as well.

Sincerely,



Barry Morishita
AUMA President

Cc: The Honourable Kaycee Madu, Minister of Municipal Affairs

Cc: The Honourable Travis Toews, President of Treasury Board and Minister of Finance

Encl.

STRONG PARTNERSHIPS BUILD ALBERTA

Municipalities understand and share the priorities of the Government of Alberta and look forward to working as partners to achieve them based on mutual respect and co-operation.

“Municipalities need a positive partnership with the provincial government and long-range planning to meet their community priorities.”
(UCP Platform, page 77)

SHARED GOAL: Getting Alberta Back to Work

A 2019 study by the University of Calgary’s School of Public Policy found that the number one issue for municipalities is economic development.

Standing up for Alberta is an important part of ensuring our future prosperity. AUMA and our members have stood shoulder-to-shoulder with the province in our [Support Canadian Energy campaign](#) where we championed the need for market access for our energy industry in the media and with municipal colleagues across Canada.



This shows municipalities are ready to partner in achieving the province’s goals, but the lack of meaningful engagement in provincial decisions creates barriers to success.

Alberta’s municipalities are working hard to attract industry and encourage economic development. At our President’s Summit, AUMA members shared examples of how they are working with their neighboring municipalities and local businesses to reduce red tape, build infrastructure, and create the networks needed to attract and retain investment and talent.

For example, the Town of Vegreville partnered with its local chamber of commerce to set up a joint panel to mitigate the loss of over 230 jobs as a result of the federal government’s decision to close the immigration processing centre. Thanks to these collective efforts, not a single business has closed in town and the region is poised to become a hemp industry hub.

Moving forward, AUMA will continue to work with our members and organizations such as the Alberta Chambers of Commerce and BILD Alberta to share examples and lessons learned from municipal-private sector partnerships. There is an opportunity for the province, municipalities, and the private sector to unite in sharing the message that Alberta is open for business.

STRONG PARTNERSHIPS BUILD ALBERTA

Strategic Coordinated Investment

Municipalities recognize that competitive federal, provincial, and municipal tax regimes help attract investment. During the summit, our members shared examples of efficiencies they have found in order to keep property taxes increases to a minimum, despite revenue pressures.

At the same time, we also heard examples of deferred maintenance of road and water infrastructure as a result of reductions to the Municipal Sustainability Initiative funding and other funding reductions. This is especially concerning as we also heard from the Alberta Chambers of Commerce and BILD Alberta that quality transportation and water infrastructure is essential to attract investment and development.

We also learned from the construction, road builders, and aggregate associations how deferred maintenance results in increased costs down the road. For example, aggregate is a finite resource, whose costs rise as supply decreases. We know from experience that delaying investments in maintaining and repairing infrastructure now will only result in replacing it tomorrow.

“Alberta needs to plan and build infrastructure to meet the needs of our future population and grow the economy.”
(UCP Platform, page 29)

The time to invest is now. The slowdown in Alberta’s economy means that prices are reasonable, and crews are available. A continued reduction of investment in municipal and provincial

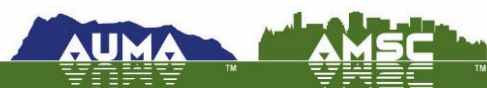
infrastructure increases the risk that Alberta companies, many of whom rely on public sector investment for 50 percent of their work, will go out of business. This means that equipment and skilled labour will be lost to other jurisdictions.

There is a positive multiplier effect of investments in infrastructure, providing jobs to Albertans and profits to Alberta companies, which in turn are invested in local businesses and revenue for all levels of government.

“\$1 Billion investment in infrastructure generates \$1.6 billion in economic growth.”
(From FCM Building Better lives together, November 2019)

Development of a new Local Government Fiscal Framework and of a 20-year capital plan creates a generational opportunity to coordinate strategic investments in infrastructure that will pay dividends to Albertans for years to come. We also have an opportunity to find innovative solutions to ensure that stranded federal infrastructure dollars start flowing back to the Alberta communities where they were generated.

But it’s not only about investing in hard infrastructure. We must also invest in our people. During economic hardship, people suffer and need the services and supports that keep families together, communities alive, and the Alberta spirit strong. A dollar spent on the critical preventative services provided by Family and Community Support Services (FCSS) can save up to \$12 in justice and other costs.



STRONG PARTNERSHIPS BUILD ALBERTA

Mutual Respect

Municipalities are efficient and effective financial stewards who transparently manage taxpayer dollars while providing essential services.

Municipalities are the only order of government that doesn't just adopt our budgets in public, we deliberate in public. We are also the only order of government that can't run operational deficits. In addition to this, municipal revenue options are limited by legislation. These constraints force us to be efficient, and they require us to engage our citizens in making tough decisions on how we will invest our limited resources. These constraints also place us in a unique position to understand the challenges the province faces in balancing Alberta's books.

Municipalities at our President's Summit provided myriad examples of how they are engaging citizens to find efficiencies. The following is just a small sample of the solutions municipalities are implementing:

- The summer villages around Sylvan Lake host annual meetings to report to citizens on municipal spending and outcomes over the past year and to seek input on future investments. Many municipalities are supplementing traditional engagement approaches with podcasts, Facebook Live, blogs, and other technologies to seek citizen input on local decisions.
- The City of Grande Prairie's adaptation of Toyota's LEAN management system to identify operational efficiencies is anticipated to result in savings of \$2.5 million and 35,000 hours of staff time over the next three years.
- The City of Medicine Hat is also implementing LEAN and engaging staff and citizens in its Financially Fit for the Future initiative to address a \$23 million annual operating budget shortfall due to a decrease of commodity-based revenue. The City is on track to achieve revenue replacement of \$16 million by the end of its 2019-2022 budget cycle and has set a course to full recovery through a 10-year plan.

Municipalities at the Summit were excited to share these long-term solutions. However, this sound

planning can be undermined by changes the province makes to programs without warning. For example, one Alberta town re-invests all its traffic fine revenue into capital projects that improve community safety. This funding is invested in valuable projects, such as park lighting upgrades, pedestrian crosswalk signals, and equipment for peace officers. The town reports that many of its plans for community safety upgrades will now be delayed for additional years due to the province's decision to lower the portion of traffic fine revenue that is shared with municipalities.

We are ready to provide solutions to the province's financial difficulties but to contribute we need to be invited to the table. Ahead of the next budget and legislative session, we ask that the Government of Alberta sit down with AUMA, who represents 85 percent of Alberta's population, to discuss the issues impacting Alberta communities and the collaborative solutions to address them.

Let's build a positive and constructive dialogue about how we as elected representatives can make life better for Albertans.

United in solutions

Participants at the summit were united in their support for the Rural Municipalities of Alberta's (RMA) call to address the approximately \$173 million in property taxes on oil and gas properties that are currently unpaid to rural municipalities.

AUMA joins RMA in seeking the following solutions:

1. That the MGA be updated so that oil and gas properties are subject to the same tax recovery tools as other businesses and that municipal property taxes be legally assured as a secured claim in the event of bankruptcy or receivership.
2. That unpaid property taxes be considered as grounds for the Alberta Energy Regulator to deny a license to operate in Alberta.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 5.1

COUNCIL MEETING DATE: February 11, 2020

ITEM DESCRIPTION OR TITLE

Assessment Review Board Annual Appointments

RECOMMENDATION

1. That Council appoint the following individuals, as members of the Assessment Review Board for a term ending December 31, 2020:

Judy Bennett
Darlene Chartrand
Tina Groszko
Stewart Hennig
Richard Knowles
Raymond Ralph

2. That Council appoint Raymond Ralph as Chair of the Assessment Review Board for a term ending December 31, 2020.
3. That Town Council appoint Richard Barham as Clerk of the Assessment Review Board for a term ending December 31, 2020.

BACKGROUND

The *Municipal Government Act* (MGA) requires that Council adopt by resolution the appointment of the Chair, Clerk and panelists to the Assessment Review Board. Capital Region Assessment Services Commission (CRASC) has provided a list of names of individuals who have successfully completed the provincially legislated training courses and are qualified to sit on the Assessment Review Board and are available to CRASC participating municipalities. The Clerk for the Assessment Review Board has also completed the required training.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

The Town of Lamont will have an Assessment Review Board officially appointed whose members have completed the required training and who are authorized by the Town to transact any assessment review board appeals.



**TOWN OF LAMONT
COUNCIL AGENDA
REQUEST FOR DECISION**

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 454.1 (1)(2)(3)

MGA Section 454.2 (1)(2)

MGA Section 454.3

ATTACHMENTS

N/A

Report Prepared By: Christine Beveridge

Approved by CAO:

A handwritten signature in black ink, appearing to be a stylized 'C' or similar mark.



**TOWN OF LAMONT
COUNCIL AGENDA
REQUEST FOR DECISION**

AGENDA ITEM: 5.2

COUNCIL MEETING DATE: February 11, 2020

ITEM DESCRIPTION OR TITLE

Cancellation of Council Meeting

RECOMMENDATION

That Council cancel the April 28, 2020 Council meeting.

BACKGROUND

As per the Terms of Reference established for the Governance and Priorities Committee, it is stated that the Mayor or Deputy Mayor may call a Governance and Priorities Meeting. In order to ensure no conflict with Council schedules, it is proposed to hold the Governance and Priorities Meeting on a previously established Council meeting date.

The Governance and Priorities Meeting is open to the public and is intended for information sharing venue where no decisions will be made.

COMMUNICATIONS

As guided by the *Municipal Government Act* (MGA), if Council changes the date, time and place of a regularly scheduled meeting, the municipality must give at least 24hrs notice of the change to any Council member not present at the meeting at which the time change was made and to the public.

The Town of Lamont Public Notification Bylaw allows for the communication of the meeting cancellation to be posted on the Town website, Town Facebook page along with a posting at the Town office. All of these means would be used to provide for communication of the change to ensure maximum exposure.

IMPLICATIONS OF DECISION

Any matters requiring decisions can be transacted on either April 14th or May 12th Council meeting or at any time an emergent issue arises a Special Council Meeting could be called.

FINANCIAL IMPLICATIONS

N/A



**TOWN OF LAMONT
COUNCIL AGENDA
REQUEST FOR DECISION**

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 193
Public Notification Bylaw 09/18

ATTACHMENTS

Governance and Priorities Terms of Reference

Report Prepared By: Christine Beveridge

Approved by CAO:

A handwritten signature in black ink, appearing to be "C. Beveridge", is written over a horizontal line.

Governance and Priorities Committee

Terms of Reference

1. PURPOSE

1.1 Serves as an advisory body to Council. Meetings serve as an opportunity for Council to be provided with information on governance and policy matters and as an opportunity for Council to seek clarification on matters relating to Council business.

2. LEGISLATIVE AUTHORITY

2.1 *Municipal Government Act*, RSA 2000 c.M-26, as amended Section 145

2.2 Bylaw 08-19, Council Committee

3. DUTIES & RESPONSIBILITIES

The Committee has the Authority to:

3.1 Establish the dates for each Committee meeting;

3.2 Create or review Committee Terms of Reference (Council approval required); and

3.3 Refer matters to Council for decision.

4. ROLES

4.1 The Chief Administrative Officer (CAO) is the principal advisor to the Governance and Priorities Committee. Attendance of specific municipal staff is at the discretion of the CAO.

5. MEMBERSHIP

5.1 All Town of Lamont Council members.

6. TERM OF MEMBERSHIP

6.1 A permanent Committee of Council

7. COMMITTEE CHAIR

7.1 The meetings are to be chaired by the Mayor, or in the Mayor's absence, the Deputy Mayor.

7.2 The Chair shall preside over all meetings of the Committee and decide all points of order that may arise; manage the process of the meeting; preside over the conduct of the meeting, including the preservation of good order and decorum; determine speaking order; and rule on all questions related to the orderly procedure of the meeting.

8. MEETINGS

8.1 The Committee shall hold meetings as at the call of the Chair, or in the absence of the Chairperson, at the call of the Vice-Chair.

9. GOVERNANCE

9.1 The Committee is intended principally as a forum for discussion rather than a decision-making venue.

9.2 The Committee may refer an item to the CAO for more information or clarification but must move the issue forward to Council for its consideration and decision upon receipt of

Approved by Council: October 8, 2019

the clarifying information.

- 9.3 The Committee meetings shall be a public meeting.
- 9.4 Hear from delegations and/or refer delegations to Council. Delegations may make presentations to the Governance and Priorities Committee by appointment only.
- 9.5 The Committee shall consider matters placed on the agenda by the CAO, by other members of Council (as determined by a resolution of Council) and ensure that all such matters are referred to the CAO for a report.
- 9.6 Make recommendation(s) on matters which it considers are within current policy.
- 9.7 Refer any matter on to a Regular Meeting of Council which is not the subject of current policy (including new statements of policy).

10. ADMINISTRATIVE RESPONSIBILITY

- 10.1 Coordination of Committee meeting locations and setup.
- 10.2 Preparation of meeting minutes and agendas.
- 10.3 Circulation of Agenda Package to Committee members.

11. ENACTMENT

- 11.1 Upon approval by resolution of Council.



**TOWN OF LAMONT
COUNCIL AGENDA
REQUEST FOR DECISION**

AGENDA ITEM: 5.3

COUNCIL MEETING DATE: February 11, 2020

ITEM DESCRIPTION OR TITLE

Town Wide Clean-Up Committee

RECOMMENDATION

That Council receive the information provided in relation to the Town Wide Clean-Up Committee.

BACKGROUND

During the October 8, 2019 Council Meeting, Council approved a new committee structure, with the exception of the Town Wide Clean-Up Committee. The Terms of Reference were not approved at that time, but the committee was still established as per the Council Committee Bylaw 08-19.

Following a review of what the committee's scope was in the past, it has been determined that the event could simply be one that the Town hosts. Town Administration would handle the communication and promotion of the event to seek support from the residents of the community and business community. The previous approach of having a committee directing the work that the Town staff was already doing is deemed to be unnecessary.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

If Council considers this option to be viable, Administration will bring back the Council Committee Bylaw for revision to remove the Town Wide Clean-Up.

As an alternative, Council could choose to revisit this matter and revise the Terms of Reference in a manner that Council deems appropriate.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Bylaw 08/19



**TOWN OF LAMONT
COUNCIL AGENDA
REQUEST FOR DECISION**

ATTACHMENTS

Town Wide Clean-Up Terms of Reference
Bylaw 08/19, Council Committee

Report Prepared By: Christine Beveridge

Approved by CAO:

A handwritten signature in black ink, appearing to be "C. Beveridge", is written over a horizontal line.

Town Wide Clean-up Committee

Terms of Reference

1. PURPOSE

1.1 Recommending body to Council relating to planning and coordination of the annual Town Wide Clean-up.

2. LEGISLATIVE AUTHORITY

2.1 *Municipal Government Act*, RSA 2000 c.M-26, as amended Section 145

2.2 Bylaw 08-19, Council Committee

3. DUTIES & RESPONSIBILITIES

The Committee has the Authority to:

3.1 Establish the dates for each Committee meeting;

3.2 Create or review Committee Terms of Reference (Council approval required);

3.3 Plan and coordinate the annual Town Wide Clean-up event.

4. ROLES

4.1 Councillors appointed to the Town Wide Clean-up Committee shall be responsible to keep Council informed as to the Committee activities.

4.2 Committee members shall only speak on behalf of the Committee when formally given such authority by Council or the Committee for a specific defined purpose. In such instances, the Chair, or in their absence, Vice Chair will be the key spokesperson.

5. MEMBERSHIP

5.1 Three (3) public members who are Town residents.

5.2 Two (2) Town of Lamont Council members.

6. TERM OF MEMBERSHIP

6.1 Public members are appointed on a two (2) year (calendar rotation by resolution of Council.)

6.2 Public members shall not serve more than three (3) consecutive terms unless no other applications are received.

6.3 Council members are appointed annually at the Organizational meeting.

6.4 Council may request resignation of any Committee Member at any time prior to the expiry of the member's term of office, and any member of the Committee may resign at any time upon sending notice to the Chief Administrative Officer (CAO).

6.5 The municipal representative shall not be a member of the Committee and may not vote on any matter; this includes any staff attending the meeting.

6.6 Any member of the Committee who is absent from two (2) consecutive meetings of the Committee shall forfeit his or her office, unless there is a resolution of the Committee accepting a valid reason for their absence.

7. COMMITTEE CHAIR

- 7.1 At the first meeting each year, the Committee shall elect a Chair and Vice-Chair from among its voting members.
- 7.2 The Chair shall hold office for the remainder of the calendar year from the date of appointment.
- 7.3 The Chair shall preside over all meetings of the Committee and decide all points of order that may arise; manage the process of the meeting; preside over the conduct of the meeting, including the preservation of good order and decorum; determine speaking order; and rule on all questions related to the orderly procedure of the meeting.

8. MEETINGS

- 8.1 The Committee shall hold meetings as at the call of the Chair, or in the absence of the Chairperson, at the call of the Vice-Chair.

9. GOVERNANCE

- 9.1 A majority of the voting members shall constitute a quorum at a meeting.
- 9.2 All voting members of the Committee, including the Chair, shall be required to vote on any motion before the Committee and, in the event of a tie, the motion shall be lost.
- 9.3 The Chair or Vice-Chair shall report annually to Council, regarding any initiatives and activities related to the Committee.

10. ADMINISTRATIVE RESPONSIBILITY

- 10.1 Coordination of Committee meeting locations and setup.
- 10.2 Preparation of meeting minutes and agendas.
- 10.3 Circulation of Agenda Package to Committee members.

11. ENACTMENT

- 11.1 Upon approval by resolution of Council.



Town of Lamont

A BYLAW OF THE TOWN OF LAMONT
IN THE PROVINCE OF ALBERTA

BYLAW 08/19

BEING A BYLAW OF THE TOWN OF LAMONT FOR THE PURPOSE OF
ESTABLISHING COUNCIL COMMITTEES.

WHEREAS the *Municipal Government Act*, R.S.A. 2000 C.M.-26, and amendments thereto provides that a Council may establish by bylaw standing and special committees of Council and delegate powers and duties;

WHEREAS the Council of the Town of Lamont recognizes the value of committees to support and facilitate the achievement of Town of Lamont Strategic Plan;

NOW THEREFORE the Council of the Town of Lamont, hereby enacts the Council Committees Bylaw as follows:

BYLAW TITLE

- 1. This Bylaw is to be cited as the "Council Committee Bylaw".

DEFINITIONS

- 2. In this Bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:
 - a. "Act" means the *Municipal Government Act*, R.S.A 2000, c. M-26, as amended;
 - b. "Agenda" is the order of items of business for a Meeting and the associated reports, bylaws or other document;
 - c. "Bylaw" is a Bylaw of the Town;
 - d. "Chair" means a person who has authority to preside over a Meeting;
 - e. "Committee" means a Council Committee, board, commission or other body established by Council under the *Municipal Government Act*;
 - f. "Council" means the Mayor and Councillors of the Town of Lamont duly elected pursuant to the provisions of the *Local Authorities Election Act*;
 - g. "Meeting" means a Meeting of Committee;
 - h. "Member" means an individual appointed under this bylaw as a member of the Council Committee;
 - i. "Member at Large" means a member of the public appointed by Council to a Committee of Council;
 - j. "Minutes" are the record of proceedings of a Meeting recorded in English language without note or comment;
 - k. "Municipal Representative" is a Town Staff person who is functionally responsibly for the work and provides administrative and technical support to the committee chair and its membership;
 - l. "Public Meeting" means a meeting of committee at which members of the public may attend, but which is not a public hearing; and
 - m. "Quorum" is a majority of those members appointed and serving on Committee.

Initials



Town of Lamont

ESTABLISHMENT

3. Council hereby establishes the following committees:

- a. Governance and Priorities Committee
Serves as an advisory body to Council. Meetings serve as an opportunity for Council to be provided with information on governance and policy matters and as an opportunity for Council to seek clarification on matters relating to Council business.
- b. Parks and Recreation Committee
Recommending body to Council relating to planning and design of parks and recreation use areas within the municipality.
- c. Emergency Management Committee
Under the terms of the provincial Emergency Management Act, a municipality is responsible for the direction and control of its emergency response and is required to appoint an Emergency Management Committee. Bylaw No. 09-15, Town of Lamont's Municipal Emergency Management Bylaw establishes this committee as well as including provisions for the other requirements as noted in the Emergency Management Act.
- d. Economic Development Board
Serves as an advisory body to Council and Administration of policies and potential actions or advice related to strategic goals and objectives of public services in the municipality.
- e. Town Wide Clean-up
Recommending body to Council relating to planning and coordination of the annual Town Wide Clean-up.
- f. Weed Control Act Appeal Committee
To hear and make decisions on an appeal concerning a notice issued against any land and/or personal property for the destruction or control of the named weed.
- g. Agricultural Pest Act Appeal Committee
To hear and make decisions on an appeal concerning a notice issued against the land, property, or livestock that contains or is likely to contain a pest or should be protected against a pest.

AUTHORITY OF COMMITTEES

- 4. A Committee shall have the authority to form ad hoc committees and task forces from among its members, to assist in carrying out its objectives and responsibilities under this Bylaw.
- 5. Ad hoc committees and task forces established by a Committee shall report to the Committee in a manner determined by the Committee.
- 6. A Committee shall not have the power to pledge credit of the Town of Lamont, to pass bylaws or to enter into any contractual agreements.

MEMBERSHIP

- 7. Committees shall be comprised of a number of participants, both Councillors and Members at Large, as indicated in the Committee Terms of Reference and approved by resolution of Council.
- 8. All Members of a Committee shall be appointed by Council, unless otherwise provided in the Committees Terms of Reference, shall be a resident in the Town of Lamont.



Town of Lamont

- 9. Member at Large shall be appointed by Council to a Committee for a term specified in the Committee Terms of Reference that becomes effective January 1.
- 10. The Mayor shall be an ex-officio member of all committees and the Mayor, as such member of the committees, shall have all the powers and privileges of any member of the same, including the right to vote upon all questions to be dealt with by such committees.
- 11. It shall be the duty of the Municipal Representative to give notice of all meetings to all members of each committee, to attend, and ensure accurate minutes are kept.
- 12. The Municipal Representative shall not be a member of a Committee and may not vote on any matter.

TERM

- 13. Members at Large shall be appointed by Council for a two (2) year term, unless otherwise provided in the Committee Terms of Reference.
 - a. In order to ensure the continuity of membership appointments will be filled on a rotational basis.
- 14. Members at Large shall be encouraged to serve no more than two (2) consecutive terms.
- 15. Councillors shall be appointed to Committees annually at the Organizational meeting.
- 16. Where a Committee position is left vacant for any reason, Council may appoint a replacement for the remainder of that term.

COMMITTEE MEETINGS

- 17. At the first meeting of the Committee following the Organizational meeting of Council the committee will:
 - a. Appoint a Chair and Vice Chair; and
 - b. Create or review Committee Terms of Reference.
- 18. Committee meetings must be held in public.
- 19. Council Committees may close all or part of the Committee Meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*, Chapter F-25 RSA 2000.
- 20. When a Meeting is closed to the public no recommendation may be passed, except a recommendation to revert to a Meeting held in public.
- 21. In accordance with the MGA, all Members are required to keep in confidence matters discussed in closed session until the item is discussed at a Meeting held in public.

GENERAL PROVISIONS

- 22. Each Committee hereby established is deemed to be a Committee of Council shall be responsible and accountable to Council.
- 23. This Bylaw shall govern meetings of Committees hereby established by Council and shall be binding upon all Committee members whether Councillors or Members-at-Large.

Initials 



Town of Lamont

- 24. Each Committee is hereby authorized to prepare a "Terms of Reference" document for recommendation to Council. The Terms of Reference must be approved by Council and will include, at a minimum, the requirements for quorum and voting, number and composition of membership, roles of members, process for preparation and circulation of an agenda and minutes, and a role of an appointment of the Chair of the Committee. The Terms of Reference may also provide guidance to roles, methods and frequency of communication between Council and Committees.
- 25. All members of the Committee, regardless of how they voted on an issue, should accept and support it as a Committee recommendation.
- 26. Committee Members who have a reasonable belief that they have a pecuniary interest (as defined in the MGA) in any matter before a committee or any board, commission, committee or agency to which they are appointed as a representative of, shall, if present, declare and disclose the general nature of the pecuniary interest prior to any discussion of the matter, abstain from discussions and voting on any question relating to the matter. Members of Committee shall remove themselves from the meeting room until the matter is concluded. The minutes shall indicate the declaration of disclosure, the general nature of pecuniary interest, the time at which the member left the room and the time they returned.
- 27. Reports by all active committees may be made to Council on an annual basis.
 - a. The reports of all committees shall be made to the Council prior to the same being given to the public. The powers of the Committees established by this Bylaw are restricted to providing recommendations to Council, unless the Committee's approved Terms of Reference, or legislation, specifically provides otherwise.
- 28. Nothing included in this Bylaw shall restrict or prevent Council from creating or constituting further or other committees not referenced in this Bylaw.

CHAIR

- 29. The Chair shall only hold office for one (1) year unless otherwise specified in the Committee Terms of Reference.
- 30. The Chair shall preside over all meetings for the Committee and decide on all points of order that arise.
- 31. In the absence of the Chair, one of the other Members shall be elected to preside and shall discharge the duties of the Chair during the Meeting, or until the arrival of the Chair.

Town of Lamont



EFFECTIVE DATE

32. That this Bylaw shall come into force and take effect upon the date of third reading.

READ A FIRST TIME THIS 8 DAY OF October, 20 19 A.D.



Mayor



Chief Administrative Officer

READ A SECOND TIME THIS 8 DAY OF October, 20 19 A.D.



Mayor



Chief Administrative Officer


READ A THIRD TIME THIS 8 DAY OF October, 20 19 A.D.



Mayor



Chief Administrative Officer

Initials 



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: Feb 11, 2020

ELECTED OFFICIAL: Mayor Bill Skinner

REPORT PERIOD: January 22, 2020 – February 6, 2020

Boards and Committees:

- January 27 – Chaired the Lamont County Housing Foundation board meeting. The board set the rate for the 2020 requisition, which should be reflected in a slight reduction from the 2019 value.

Town of Lamont Business:

Professional Development (Workshops & Conferences):

- January 30 - Attended the Alberta Industrial Heartland Stakeholder Event in Edmonton. Guest speaker Stephen Harper gave a great presentation and shared views on numerous factors affecting the Heartland.

Lamont Functions and Events:

- January 25 – Brought greetings from the Town at the Lamont and District Fish and Game Association annual banquet at the Lamont Hall. Banquet was well attended and there were samples of many types of wild game.



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: February 11, 2020

ELECTED OFFICIAL: Kirk Perrin

REPORT PERIOD: January 28, 2020 – February 6, 2020

Boards and Committees:

- January 30 - St. Michael's Regional Solid Waste Commission (SMRSWC):
 - Clean Farms – Collection site for round bale bags for recycle. SMRSWC was not chosen as a site in the first round of 20 locations around Alberta. Closest site is Ryley.
 - Currently the County has a roller that farms can use at no charge.
 - SMRSWC accepts bags at no charge.
 - Closer – post closer report submitted by Omni-McCann
 - Recommended closer and post closer fund increase: \$3.16 per Tonne (closer fund) and \$1.53(post closer)
 - Cells 4 and 5 are close to completion
 - Planning for cell 6 to be opened, cell 6 will be end of Phase 1
 - Reviewed plans for: Phases 2, 3, 4 of landfill, storm water pond, roadways.
 - Budget – accepted 2019 operating budget until 2020 budget is passed
 - Lamont County delegation – Stephen Hill and David Diduck presented to SMRSWC Board.
 - Presented report and county activities in waste collection in 2018 and promised figures for 2019. Report submitted to Town administration and request made for similar report to be generated on Town activities.
 - Requested Commission offer consideration of waste collected; to be at no charge.
 - Requested Landfill to maintain or extend summer operating hours.
 - Requested consideration for rate adjustment of construction materials for residents inside Lamont County.

Description	2020 Budget	Targeted Amount Jan	2020 Actual Jan	Variance	% of Completion	2020 - Jan	2019 - Jan	Increase/ (Janrease)	Percentage	Note
REVENUE										
General Revenue	(2,923,710)	(2,526,350)	(55,618)	(2,868,091)	2%	(55,618)	(68,935)	13,317		
Administration	(19,350)	(1,613)	(2,100)	(17,250)	11%	(2,100)	(2,113)	14		
By Law	(2,500)	(208)	(600)	(1,900)	24%	(600)	(805)	205		
Strs. & Road	(6,000)	(500)	0	(6,000)	0%	0	(1,510)	1,510		
Storm Sewer	0	0	0	0	0%	0	0	0		
Water	(569,910)	(47,493)	6	(569,916)	0%	6	82	(76)		
Sewer	(169,523)	(14,127)	0	(169,523)	0%	0	16	(16)		
Garbage	(338,095)	(28,175)	0	(338,095)	0%	0	76	(76)		
Cemetery	(2,000)	(167)	0	(2,000)	0%	0	0	0		
Planning & Subdivision	(3,000)	(250)	(424)	(2,576)	14%	(424)	(24)	(400)		
Hall	(25,500)	(2,125)	(650)	(24,850)	3%	(650)	(3,720)	3,070		
Arena	(224,534)	(18,711)	(4,035)	(220,499)	2%	(4,035)	(11,450)	7,415		
Park	(10,500)	(875)	0	(10,500)	0%	0	0	0		
Curling Rink	(500)	(42)	0	(500)	0%	0	(100)	100		
FCSS	0	0	0	0	0%	0	0	0		
TOTAL REVENUE	(4,295,122)	(2,640,634)	(63,420)	(4,231,701)	1%	(63,420)	(88,483)	25,062		
EXPENSE										
Council	150,200	12,517	19,652	130,549	13%	19,652	8,326	11,326		
Administration	642,210	53,518	48,825	593,386	8%	48,825	62,866	(14,042)		
Fire	29,250	2,438	120	29,130	0%	120	1,231	(1,111)		
Disaster Service	1,500	125	0	1,500	0%	0	0	0		
By-Law	60,420	5,035	0	60,420	0%	0	195	(195)		
Public Work	487,163	40,597	34,121	453,042	7%	34,121	34,923	(802)		
Street & Road	307,300	25,608	734	306,566	0%	734	17,520	(16,786)		
Storm Sewer	17,400	1,450	0	17,400	0%	0	0	0		
Water	357,900	29,825	358	357,542	0%	358	27,609	(1,512)		
Sewer	104,200	8,683	165	104,035	0%	165	19,641	(19,476)		
Garbage	388,510	132,254	0	388,510	0%	0	0	0		
Cemetery	4,800	400	0	4,800	0%	0	0	0		
Town Beautification	30,500	2,542	0	30,500	0%	0	413	(413)		
Planning & Subdivision	163,350	13,613	0	163,350	0%	0	0	0		
Hall	204,009	17,001	7,644	196,365	4%	7,644	12,730	(5,087)		
Arena	381,122	31,760	19,282	361,840	5%	19,282	29,721	(10,439)		
Park	97,863	8,155	172	97,691	0%	172	149	23		
Curling Rink	42,000	3,500	120	41,880	0%	120	490	(370)		
FCSS & School Fund	615,460	51,288	9,278	606,182	2%	9,278	0	9,278		
Total Expense	4,085,157	440,308	140,470	3,944,687	3%	140,470	215,813	(49,605)		

Description	2020 Budget	Targeted Amount Jan	2020 Actual Jan	Variance	% of Completion	2020 - Jan	2019 - Jan	Increase/ (Janrease)	Percentage	Note
Capital Programs										
Administration	0	0	0	0	0%	0	0	0	0%	
Fire	0	0	0	0	0%	0	0	0	0%	
Public Work	0	0	0	0	0%	0	0	0	0%	
Street and Road	0	0	0	0	0%	0	0	0	0%	
storm Sewer	0	0	0	0	0%	0	0	0	0%	
Water	0	0	0	0	0%	0	0	0	0%	
Sewer	0	0	0	0	0%	0	0	0	0%	
Planning & Subdivision	0	0	0	0	0%	0	0	0	0%	
Hall	0	0	0	0	0%	0	0	0	0%	
Arena	0	0	0	0	0%	0	0	0	0%	
Park	0	0	0	0	0%	0	0	0	0%	
Curling Rink	0	0	0	0	0%	0	0	0	0%	
Total Capital Programs	0	0	0	0	0%	0	0	0	0%	



Department: Fire Department
For the Month ending: January 2020

- 2020 training started with Search and Rescue drills
- 3 members started the NFPA 1001 training program
- Chief Zayonce and I selected manufacturer for new fire engine
- Chief Zayonce and I attended County Council meeting to discuss new fire engine
- Removed Christmas decorations at Lamont Nursing Home and Auxiliary Hospitals
- Attended Emergency Management Table Top Exercise
- Attended four calls this month
-

Planned for next month:

- Continue Search and rescue training for 2020
- Chief Zayonce and I will be travelling to Red Deer to go over the pre build for new fire engine
- Planning to start on Awards Night

John Helton, Fire Chief
District 4

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING FEBRUARY 10, 2020

HIGHLIGHTS – PARKS AND RECREATION

EVENTS

- January 11 & 12, Hosted Novice Tournament
- January 18 & 19, Hosted Peewee Tournament
- January 11 & 25, Lamont Fish & Game Horn Scoring and Banquet

UPDATES

- Completed thermostat installation on the water coolant tank in the compressor room.
- Plastic Tables and Storage Carts have been delivered to the Public Works shop.
- The meeting room had 9 bookings for the month of January.
- The hall had 5 bookings for the month of January.
- The arena has been used daily throughout January, with a couple of cancellations due to poor weather.

HIGHLIGHTS – PUBLIC WORKS

Snow Removal and Cleanup

- January 27th to February 3rd, snow removal and cleanup completed.
- Hired Trucks were used January 28th for major snow removal in Edna & Campbell.

Maintenance

- PROACTIVE Service by Brandt completed on Grader, Skid Steer, and Backhoe.
- Serviced 1-Ton with Sander, Kubota Mowers, 2006 Sierra Half Ton.

Operations

- Christmas Decorations taken down and stored.
- Edna Lift Station backup power work is underway, expected completion within a few weeks.
- Lead Testing requirements have been published and are being reviewed, upcoming meeting with Alberta Environment to understand requirements.

Operations and Infrastructure Position

- Ongoing – Compiling internal and external Equipment Maintenance records.
- Ongoing – Compiling and reviewing building utility costs for sustainability review.
- Ongoing – Compiling and reviewing record drawings for all facilities, establishing a list of all equipment (furnaces, water heaters, boilers, plumbing, etc.) to review and plan for replacements and rehabilitation as necessary.
- Responding to resident concerns, 7 individual calls or requests have been received in January.