

Council Package

April 28, 2020





**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
April 28, 2020, 7:00 P.M.**

Zoom Meeting

** Called Under Authority of Section 194(3) of the Municipal Government Act and in accordance with Ministerial Order MSD: 022/20, this meeting will be held entirely via electronic means via Zoom. No physical place for a public gallery will be provided.*

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. March 10, 2020 Council Meeting Minutes

1.4.2. April 14, 2020 Council Meeting Minutes

1.4.3. March 2, 2020 Parks and Recreation Committee Meeting Minutes

2. CLOSED SESSION

3. DELEGATIONS

3.1. MOTION FOR ACCEPTANCE OF DELEGATION

4. CORRESPONDENCE

4.1. Letter and Ministerial Orders from Minister of Municipal Affairs

5. NEW BUSINESS

5.1. 2020 Capital Works -Tender Results

5.2. Economic Stimulus Funding

5.3. Tax Reduction Request: Heartcreek Estates

5.4. Tax Rate Bylaw 05/20

5.5. Tax Penalty Bylaw 06/20 & Tax Installment Payment Plan Bylaw 07/20

6. REPORTS

6.1. Mayor and Council Reports

6.1.1. Mayor Skinner Report

6.1.2. Councillor Taylor Report

7. NOTICES OF MOTION

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 10, 2020
Regular Meeting of Council
Council Chambers**

PRESENT:	Bill Skinner	Mayor
	Kirk Perrin	Councillor
	Al Harvey	Councillor
	Perry Koroluk	Councillor
	Christine Beveridge	Chief Administrative Officer
	Dreena Guptill	Recording Secretary
ABSENT:	David Taylor	Councillor
	Doug Pewarchuk	Councillor
	Jody Foulds	Councillor

CALL TO ORDER AND RELATED BUSINESS

Call to Order: Mayor Skinner: called the meeting to order at 7:02 p.m.

Adoption of Agenda

MOTION: 59/20 Councillor Harvey: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

Public Hearing for Intermunicipal Development Plan

Public Hearing for Intermunicipal Development Plan Bylaw 03/20 – 7:00 p.m.

- A Public Hearing was held to hear any submissions for or against Bylaw 03/20.

Mayor Skinner opened the Public Hearing at 7:05 p.m. and provided a review of the Public Hearing process.

Councillors Taylor, Pewarchuk and Foulds were absent from the Public Hearing.

No written information or submissions were provided to the CAO.

Notification Information for the record was provided by Jane Dauphinee.

Jane Dauphinee, Senior Planner, Municipal Planning Services introduced Bylaw 03/20:

Proposed Bylaw:

Proposed Bylaw No. 03/20 would adopt the *Town of Lamont and Lamont County Intermunicipal Development Plan (IDP)*.

The IDP is a high-level planning document that guides the long-term land use planning for the community and will provide direction for other land management and development policies for land adjacent to the Town boundary.

Background:

The Municipal Government Act, R.S.A. 2000, c. M-26, was substantially amended in 2018. One of the amendments that came into effect in 2018 included a requirement for all municipalities which share a common border to undertake the preparation of an intermunicipal development plan. The Town of Lamont, working jointly with the Towns of Bruderheim and Mundare, and the Villages of Andrew and Chipman, and Lamont County engaged MPS, the project consultant to assist in the preparation of an intermunicipal development plan for each urban municipality with Lamont County.

The project team was comprised of the project consultant (MPS) and the Intermunicipal Planning Committee (IPC), which included appointed elected officials and the CAOs from the participating municipalities. The IPC met and provided direction setting recommendations to the project consultant throughout all stages of Plan development.

A joint public open house was held on August 28, 2019 at the Lamont Recreation Centre, involving the urban municipalities in the Lamont County region and local residents.

Following the open house, Municipal Planning Services compiled a *“What We Heard Report”* to share with Council the feedback received from attendees at the open house, as well as the information from key stakeholders in the region, including local industry. The report included recommended changes to the IDP based on the feedback provided.

Town Council was provided the *“What We Heard Report”* on 12 November 2019, and after reviewing the report directed the consulting team to make additional revisions. The consulting team further revised the IDP based on this feedback. County Council received the WWHR for information in February. No revisions were requested by the County.

In February, the IDP was further revised to incorporate the Bill 25 amendments to the MGA. The IDP presented to Council for first reading includes the revisions requested by Town Council and the revisions recommended by MPS resulting from Bill 25. Council reviewed and provided comments on the “What We Heard Report” on 12 November 2019.

Council gave first reading to the proposed IDP on 25 February 2020.

Public Notification and Advertising:

Section 636 of the Municipal Government Act requires that while preparing a statutory plan, such as an intermunicipal development plan, the municipality must:

- (a) provide a means for any person who may be affected by it to make suggestions and representations,
- (b) notify the public of the plan preparation process and of the means to make suggestions and representations referred to in clause (a),
- (c) notify the school boards with jurisdiction in the area to which the plan preparation applies and provide opportunities to those authorities to make suggestions and representations.

The Public Open House was advertised in the Lamont Leader on 14 and 21 August 2019. In addition, the Town of Lamont advertised the Public Open House on 21, 23, 26, and 28 August 2019 on their Facebook page.

Via email on 20 August 2019, Municipal Planning Services notified agencies of the proposed IDP and compiled those comments in the “What we Heard Report”.

Notification in accordance with Section 692 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, (the *Act*) has taken place, and notifications for the Public Hearing were published in the Lamont Leader on 26 February 2020 and 4 March 2020.

In the opinion of Town’s Planner, with the public hearing being held today, notification and public consultation requirements stated within the *Act* have been satisfied.

The Town’s planner recommends that Council, following the conclusion of the public hearing, and should no significant objections to the proposed bylaw be presented at the hearing, give consideration to 2nd and 3rd reading of the proposed Bylaw.

No one was present to speak for or against Bylaw 03/20.

There were no written submissions received after publication of the Agenda.

Mayor Skinner closed the Public Hearing at 7:12 p.m.

Adoption of Minutes:

a) February 25, 2020 – Regular Meeting of Council

MOTION: 60/20 Councillor Perrin: That the Minutes of the Regular Meeting of Council February 25, 2020 be accepted as amended.

CARRIED

b) January 27, 2020 – Lamont County Housing Foundation Board Meeting

MOTION: 61/20 Councillor Perrin: That the Minutes be accepted as presented.

CARRIED

c) January 23, 2020 – Lamont Health Care Centre Board Meeting

MOTION: 62/20 Councillor Perrin: That the Minutes be accepted as presented.

CARRIED

d) February 27, 2020 – Lamont Health Care Centre Board Meeting

MOTION: 63/20 Councillor Koroluk: That the Minutes be accepted as presented.

CARRIED

e) March 5, 2020 – Special Meeting of Council

MOTION: 64/20 Councillor Perrin: That the Minutes be accepted as amended.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE

- Minister of Municipal Affairs Letter – Budget 2020 Update
- AUMA Preliminary Budget Report

MOTION: 65/20 Councillor Harvey: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS

Intermunicipal Collaboration Framework

MOTION: 66/20 Councillor Perrin: That Council approve the Intermunicipal Collaboration Framework between the Town of Lamont and Lamont County.

CARRIED

Tax Levy Reduction Request

MOTION: 67/20 Councillor Harvey: That Council postpone 5.3 Tax Levy Reduction to a future Council Meeting.

CARRIED

REPORTS

Council Reports:

Mayor Skinner – Written report attached.

Councillor Foulds – Nothing to report.

Councillor Perrin – Addition to written report: Attended Parks and Recreation Committee Meeting.

Councillor Harvey – Written report attached.

Councillor Koroluk – Nothing to report.

Councillor Taylor – Written report attached.

Staff Reports:

- **Chief Administrative Officer's Report (written/verbal)**
 - Written Report Attached
 - March 10, 2020: Met with Community Peace Officers and Commanding Officer from Fort Saskatchewan. Did a tour of the Town and set out processes to work together.
 - Coronavirus: Working consistently to obtain latest information and take necessary precautions. Hand sanitizer stations are being made available in all facilities, hand washing instructions posted in all washrooms across all facilities, and disseminating information as it becomes available to remind public to take precautions.

- **Director, Operations & Infrastructure Report (written report attached)**

MOTION: 68/20 Councillor Koroluk: That Council accept the reports as presented.

CARRIED

- **Finance Report – Monthly Financial Statement January 2020**

MOTION: 69/20 Councillor Perrin: That Council accept the report as presented.

CARRIED

- **Finance Report – Summary of 2020 Provincial Budget and Its Impact on the Town**

MOTION: 70/20 Councillor Koroluk: That Council accept the report for information.

CARRIED

- **Fire Chief's Report**

MOTION: 71/20 Councillor Harvey: That Council accept the report as information.

CARRIED

ADJOURNMENT: Mayor Skinner adjourned the meeting at 8:13 p.m.

Mayor

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
April 14, 2020
Regular Meeting of Council**

HELD BY ZOOM MEETINGS

PRESENT:	Bill Skinner	Mayor
	Jody Foulds	Councillor
	Kirk Perrin	Councillor
	Al Harvey	Councillor
	David Taylor	Councillor
	Perry Koroluk	Councillor
	Christine Beveridge	Chief Administrative Officer
	Robert Mu	Finance Officer
	Dreena Guptill	Recording Secretary

CALL TO ORDER AND RELATED BUSINESS

Call to Order: Mayor Skinner: called the meeting to order at 11:21 a.m.

Adoption of Agenda

MOTION: 86/20 Councillor Foulds: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

Adoption of Minutes:

a) Special Council Meeting – March 20, 2020

MOTION: 87/20 Councillor Harvey: That the Minutes of the Special Council Meeting held March 20, 2020 be accepted as presented.

CARRIED

Councillor Taylor left the meeting at 11:25 a.m.

b) Special Council Meeting – March 27, 2020

MOTION: 88/20 Councillor Perrin: That the Minutes of the Special Council Meeting held March 27, 2020 be accepted as presented.

CARRIED

Councillor Taylor returned to the meeting at 11:27 a.m.

a) Special Council Meeting – April 9, 2020

MOTION: 89/20 Councillor Koroluk: That the Minutes of the Special Council Meeting held April 9, 2020 be accepted as presented.

CARRIED

DELEGATIONS: Metrix Group LLP – 2019 Audit Presentation

MOTION: 90/20 Councillor Harvey: That Council accept Metrix Group LLP as a Delegation.

CARRIED

CORRESPONDENCE

- Sunshine Liquor Tax Reduction Request
- Minister of Municipal Affairs Re: By-election

MOTION: 91/20 Councillor Foulds: That Council accept the correspondence as information as presented.

CARRIED

NEW BUSINESS

2019 Audited Financial Statements

MOTION: 92/20 Councillor Taylor: That Council approve the 2019 Audited Financial Statements.

CARRIED

Property Tax Deferral Options

MOTION: 93/20 Councillor Harvey: That Council direct Administration to bring forward the Tax Rate Bylaw and the Tax Penalty Bylaw to an upcoming Meeting of Council for consideration to:

- a. Extend the tax payment deadline from June 30 to August 31, 2020.
- b. Extend the tax penalty date from July 1 to September 1, 2020.

CARRIED

MOTION: 94/20 Councillor Perrin: That Council approve the delay of utility arrears transfers to tax rolls from March 1 through August 31, 2020 to provide financial support to ratepayers affected by the COVID-19 Pandemic.

CARRIED

2020 Proposed Tax Rates

MOTION: 95/20 Councillor Harvey: That Council approve Option II for the 2020 mill rates as per the 2020 Proposed Tax Rates report dated April 14, 2020.

CARRIED

REPORTS

Council Reports:

Mayor Skinner	Written Report attached.
Councillor Foulds	Nothing to report.
Councillor Perrin	Attended the Bruderheim Mayor's supper on March 6, 2020.
Councillor Harvey	Attended the March dinner function with the County of Lamont. Additionally, attended the Library Board Meeting, a motion will be forthcoming and will be provided as soon as it is available. There are changes to operations and a letter from Elk Island Public Schools has been circulated.
Councillor Koroluk	Nothing to report.
Councillor Taylor	Nothing to report, attended Special Council Meetings.

Staff Reports:

- **CAO's Report (Verbal Update)**
 - Coronavirus (COVID-19) Pandemic Update, Incident Command Poste (ICP), and Related Matters.
- **Director of Operations & Infrastructure Report** - written report attached
- **Financial Report - March 2020**
- **Fire Chief Report** - written report attached

MOTION: 96/20 Councillor Perrin: That Council receive all reports as information.

CARRIED

NOTICES OF MOTION - none.

CLOSED SESSION

- **Personnel – FOIP Section 17 - Disclosure Harmful to Personal Privacy**
- **Advice From Officials – FOIP Section 24(1)(a) - Advice, proposals, recommendations for or by a public body**

MOTION: 97/20 Councillor Taylor: 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 and 24(1)(a) of the *Freedom of Information and Protection of Privacy Act* at 1:06 p.m.

CARRIED

MOTION: 98/20 Councillor Koroluk: That Council revert to regular Council meeting session.

CARRIED

Mayor Skinner brought the meeting back to regular session at 1:57 p.m.

MOTION: 99/20 Councillor Koroluk: That Council cancel the Governance and Priorities Meeting April 28, 2020 and replace with a Council meeting to be held at 7:00 p.m.

CARRIED

MOTION: 100/20 Councillor Perrin: That Council adjust the meeting times for regular Council meetings to 7:00 p.m. until June 30, 2020.

CARRIED

ADJOURNMENT: Mayor Skinner adjourned the meeting at 2:00 p.m.

Mayor

Chief Administrative Officer

Town of Lamont
Parks and Recreation Committee
Meeting Minutes

March 2, 2020

1. Call to order

Dave Taylor called to order at 6:58 p.m. at the Town Administration Office.

In attendance: Dave Taylor (Chair), Kirk Perrin (Councillor), Bill Skinner (Ex Officio Mayor), Dawn Nielsen (Administrative Liaison/Recording Secretary), Glynnis Leonard (Public Member at Large), Debbie Brill (Public Member at Large), Leslie Jans (Recreation)

Public Attendees: Michelle Taylor

Regrets: Linda Sieker (Public Member at Large)

2. Adoption of Agenda

Board Member Brill moved to adopt agenda.

CARRIED

3. New Business:

- a) Select Chair for 2020. Councillor Perrin nominates Councillor Taylor as Committee Chair for 2020. No other nominations received. Dave Taylor accepts.
- b) Select Vice-Chair for 2020. Mayor Skinner nominates Councillor Perrin as Committee Vice-Chair for 2020. No other nominations received. Kirk Perrin accepts.
- c) Committee terms of reference reviewed with no changes brought forward.
- d) Leaves for recognition tree have been ordered for 2019 donations.

4. Old Business:

- a) Bike park update. Administration is working on getting the contract details sorted out. Committee members may be asked to assist with obtaining as much volunteer time and materials donations as possible.

- b) Grants/Funding Update:
 - 1. \$5000 Fair Committee & Spring event \$5625.95 – Quotes for pathway lighting still in progress. Administration having a hard time obtaining quotes for poles.
 - 2. Fortis \$2500 for trees may have to go towards replanting trees affected by black knot fungus disease on Town green spaces. Recreation is working on mapping them out and creating a plan to deal with them. Information on black knot has been sent to residents and available on the Towns’ website.
 - 3. Co-op Community Spaces grant to further the Bike Park has been completed in conjunction with the Lamont Lions Club.

- c) Map with Hillside Park boundaries shared and on file for future use.

5. Round Table & Adjournment

- Porta Potties: seal on toilets is broken so waiting for warmer weather in order to repair.

- A suggestion to administration when providing dog tags, give out animal control bylaw and ensure they are cleaning up after their dogs.

- Suggestion for Town Wide Clean up that there is a “dog-ee doodoo” pick up in conjunction TWCU and committee members volunteer to clean up Hillside Park.

- Next Meeting is tentatively set for April 27, 2020 at 7:00 p.m. at the Town Office.

- Meeting adjourned at 8:05 p.m.

Committee Chair Signature: _____



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

Dear Mayors, Reeves and Councils:

Earlier this spring, Municipal Affairs put in place a Ministerial Order that extended timeframes under the Municipal Government Act for a wide variety of activities for municipalities and your residents. The intent of these extensions was to relieve pressure on municipalities and allow you to focus on supporting your communities through the current public health emergency, and to preserve the right to a meaningful appeal process at a time when it was not yet clear how or when council meetings, appeal hearings or similar proceedings could be conducted.

Unfortunately, some of the time extensions were leading to unintended consequences. As a result, today I have signed two new Ministerial Orders to replace the previous Order. A copy of each of the new Ministerial Orders is attached for your information.

Ministerial Order MAG: 014/20 deals specifically with various assessment-related timelines, and makes important changes to clarify and shorten some of the original timeline extensions.


Ministerial Order MSD: 036/20 addresses the non-assessment items from the original Ministerial Order. This Order retains some timeline extensions for things like financial reporting and other routine activities that can easily be deferred for now. However, for the most part, timelines for things like appeal processes have been returned to the standard timelines under the Municipal Government Act.

To ensure that some Albertans are not deprived of their right of appeal, this second Ministerial Order includes transitional provisions. If a legislated timeline for a particular matter either ended or started between the date of the original Ministerial Order and this one (March 25 to April 17, 2020), these transitional provisions "restart the clock" for the applicable appeal periods. This ensures that anyone who might have considered an appeal of a municipal decision, but chose to defer filing that appeal because they thought they had until October 1, will not inadvertently lose their right to appeal through a return to the normal timelines.

I want to thank key partners like the AUMA, RMA, City of Edmonton, City of Calgary, and BILD Alberta for helping us work through these issues to arrive at this solution. Working together, we have again showed our ability to collaborate to identify and solve problems quickly and efficiently.

I trust that these new Ministerial Orders will address the concerns that many of you have raised with me in recent days. As new issues and challenges arise, please do not hesitate to reach out to me and/or to ministry officials so that we can be aware of those issues and work with you to find solutions.

Sincerely,



Kaycee Madu, QC
Minister of Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

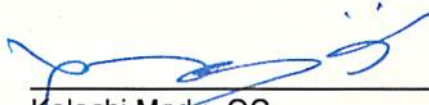
MINISTERIAL ORDER NO. MAG:014/20

I, Kelechi Madu, QC, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act* make the following order:

1. The complaint deadline pursuant to Section 284(4) of the *Municipal Government Act*, for an assessment notice with a notice of assessment date that falls on or after January 31, 2020 is extended to July 1, 2020 or 60 days from the notice of assessment date, whichever time is later.
2. The date by which a municipality must perform the actions articulated under Sections 412 and 436.03(1) of the *Municipal Government Act* is extended to June 30, 2020.
3. For properties for which a tax sale was required to be held between March 31, 2019 and March 31, 2020 pursuant to Section 418(2) of the *Municipal Government Act*, the time to complete a sale is extended to October 1, 2020.
4. The date by which municipalities, persons, or entities must perform the actions articulated under Sections 417 and 436.08(1) of the *Municipal Government Act* is extended to October 1, 2020.
5. The time set out in Section 295(4) for a person to provide information requested pursuant to Section 295(1) of the *Municipal Government Act* is extended to July 1, 2020 or within 60 days from the date of request, whichever time is later.
6. The time set out in Sections 34 and 35 of the *Matters Relating to Assessment and Taxation Regulation, 2018* for an assessor to provide information requested pursuant to Sections 299, 299.1, 300, and 300.1 of the *Municipal Government Act* is extended to July 1, 2020 or within 15 days of receiving the request, whichever time is later.
7. The time for municipalities, persons, or entities to perform the actions required under Section 364.3(1) of the *Municipal Government Act*, and Section 36(3) of the *Matters Relating to Assessment and Taxation Regulation, 2018* is extended to October 1, 2020 or within the time specified in the sections, whichever is later.

8. Anything that, under normal timelines pursuant to Parts 9, 10, 11, 12 of the *Municipal Government Act* and its associated regulations, would have been required to be done between the period of March 25, 2020 and the date this Order is signed, which as a result of Ministerial Order MSD 022/20 was not done, and which is not otherwise addressed in this Order, must be completed no later than May 31, 2020.

Dated at Edmonton, Alberta, this 17th day of April, 2020.



Kelechi Madu, QC
Minister of Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

MINISTERIAL ORDER NO. MSD:036/20

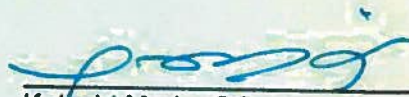
I, Kelechi Madu, QC, Minister of Municipal Affairs, pursuant to Sections 577 and 605(2) of the *Municipal Government Act*, make the following order:

1. Each municipality must complete a 2019 Statistical Information Return in accordance with the instructions prepared by Municipal Affairs.
2. The Statistical Information Return must be signed by the Chief Administrative Officer or designated officer and submitted to Municipal Affairs by October 1, 2020.
3. The time for a municipality to make publically available its financial statements or a summary of them and the auditor's report of the financial statements pursuant to Section 276(3) of the *Municipal Government Act* is extended to October 1, 2020 from May 1, 2020.
4. The time for a municipality to submit its financial information return, the auditor's report on the financial information return, its financial statements and the auditor's report on the financial statements to the Minister pursuant to Section 278 of the *Municipal Government Act* is extended to October 1, 2020 from May 1, 2020.
5. The time for a regional services commission to submit its financial information return and audited annual financial statements to the Minister and each member of the commission pursuant to Section 602.34 of the *Municipal Government Act* is extended to October 1, 2020 from May 1, 2020.
6. The time for a summer village to hold an organizational meeting under Section 192(2) of the *Municipal Government Act* is extended to October 1, 2020 from August 31, 2020.
7. The 120 day period for a growth management board to submit a report to the Minister under Section 708.09(1) of the *Municipal Government Act* is extended so that the report must be filed by October 1, 2020.

8. Where the normal timeline associated with a requirement under the sections of the *Municipal Government Act* or its associated regulations as listed in the attached Appendix either began or ended during the period between March 25, 2020 and the date this Order is signed, the timeline is hereby modified such that the timeframe for taking action is to be calculated as starting on the date this Order is signed.

9. Ministerial Order MSD: 022/20 is hereby rescinded.

Dated at Edmonton, Alberta, this 17th day of April, 2020.



Kelechi Madu, QC
Minister of Municipal Affairs

APPENDIX

s.226(1)
s.229
s.231(3)
s.231(4)
s.233(2)
s.233(3)
s.233(4)
s.233(5)
s.233(6)
s.233(7)
s.234(3)
s.235
s.531(2)
s.534
s.537
s.547(1)(a)
s.547(1)(b)
s.548(1.1)(a)
s.548(1.1)(b)
s.606(2)
s.606(5)
s.608(2)
s.610(1)
s.610(4)
s.653.1(1)
s.657(1)
s.657(5)
s.664.2(2)
s.667(1)(a)
s.678(2)
s.678(3)
s.678(5)
s.679(1)
s.679(2)
s.680(3)
s.680(4)
s.681(1)
s.681(2)
s.683.1(1)
s.684(1)
s.686(1)
s.686(2)
s.686(3)
s.687(2)
s.688(2)
s.688(2.1)
s.688(4.3)

Subdivision and Development Regulation (AR 43/2002)
s.6

Off-site Levies Regulation (AR 187/2017)
s.11



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 5.1.

COUNCIL MEETING DATE: April 28, 2020

ITEM DESCRIPTION OR TITLE

2020 Capital Works - Tender Results

RECOMMENDATION

That Council authorize Administration to award Kantrax Contractors Ltd., in accordance with the tender document, for the 2020 Capital Works project.

BACKGROUND

The 2020 Capital Works tender results have been provided by our engineering firm, Select Engineering Consultants Ltd.

During the 2020 Budget process Council approved the 2020 Operating and Capital Budgets, which included funds for this project.

Neil Renneberg, of Select Engineering Consultants Ltd., will be present to provide further explanation of the tender results for the 2020 Capital Works project.

COMMUNICATIONS

The successful bidder will be contacted.

IMPLICATIONS OF DECISION

Proceeding with the planned capital construction projects within the 2020 Budget aligns with the capital plans that the Town has previously approved.

Given that the area of focus concentrates on the downtown core, and with the delay of business activity in that area due to COVID-19, it is felt that this project will have less impact on businesses than in other normal construction seasons. Additionally, delaying this project to a future year, could possibly add to the cost as prices this year are lower than in previous.

FINANCIAL IMPLICATIONS

Details are included within the attachment. Total cost associated with 2020 Capital Works project are \$664,917.96.



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

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Letter Select Engineering dated April 22, 2020

Report Prepared By: Christine Beveridge, CAO

Approved by CAO:

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

April 22, 2020

File No.: 13-20046-4.3

Christine Beveridge
 Chief Administrative Officer
 Town of Lamont
 Box 330, 5307 – 50 Avenue
 Lamont, AB TOB 2R0

Dear Christine,

**Re: Town of Lamont
 2020 Capital Works – Tender Results**

On behalf of the Town of Lamont, Select Engineering Consultants Ltd. publicly advertised the above noted project for tender. Tenders were received and opened on April 14, 2020 at 2:00 p.m. electronically. A total of twelve (12) general contractors submitted bids with the following results in ascending order:

Kantrax Contractors Ltd.	\$652,017.21 ¹
Border Paving Ltd.	\$688,490.75
Deford Contracting Inc.	\$766,733.00
E Construction Ltd.	\$790,292.08
O’Hanlon Paving Ltd.	\$801,971.90
Blacktop Paving Inc.	\$807,789.73
Park Aid Asphalt and Maintenance Ltd.	\$844,389.17
Central Civil Solutions	\$872,539.93
Carmacks Enterprises Ltd.	\$895,066.00
Allied Paving Co Ltd.	\$923,950.00
Rulam Contracting Ltd.	\$935,110.46
Alberta Asphalt Enterprises Inc.	\$1,081,859.20

¹Kantrax Contractors Ltd. submitted an additional, alternate bid price of \$664,917.96 utilizing Nikiforuk Construction, a very experienced and reputable contractor with several years of experience successfully completing projects in the Town of Lamont. Select Engineering reviewed the revised submittal and discussed it with Kantrax Contractors Ltd. to review and compare the alternate bid submissions for work procedures, schedules, and general experience levels. From our review, Select Engineering considers their to be substantial value in the alternate bid including Nikiforuk Construction, and recommend the Town of Lamont proceeds with the work with the alternate bid.

We have spoken to the low bidder, Kantrax Contractors Ltd. and they indicated they understand the intent of the project and have reviewed the specifications. Kantrax Contractors Ltd. has also indicated that if awarded the project they are prepared to start construction in late May / early June to meet all project scheduling requirements. We have worked with Kantrax Contractors Ltd. in the past on projects similar in scope, and have successfully completed those projects. We have discussed the specific project requirements related to scheduling and manpower and are satisfied with the responses that Kantrax Contractors Ltd. has provided.

Based on the lowest bid submitted, our conversations with the Contractor, proposed schedule, and the alternate bid submitted, we are recommending award of this project to Kantrax Contractors Ltd. in the amount of \$664,917.96.



Christine Beveridge
April 22, 2020
Page 2

Kantrax Contractors Ltd. – Tendered Work

The work included in the 2020 Capital Works tender package included water distribution infrastructure and road improvements within the Downtown Core, as well as miscellaneous asphalt patching and concrete repairs to be completed throughout the Town of Lamont. As per Kantrax’s unit rates, the breakdown of this work is as follows:

51 Street Watermain Improvements	\$230,223.00
51 Street Road Improvements	\$364,510.46
Miscellaneous Patches	\$70,184.50

Although the tender results came in similar to the construction estimate established in October 2019, several items were added to the project that were not considered during the initial estimate. These include revised hydrant assembly placements as hydrant coverage was found to be partially inadequate, complete water service replacements to eliminate potential failures during the lifespan of the roadway, and several provisional large diameter services were quoted to ensure pricing is agreed upon if existing large diameter services are found to be present.

I trust that this information meets your requirements at this time. Should you have any questions, or require additional information, please feel free to call me at (780) 651-5773.

Sincerely,

Select Engineering Consultants

Neil Renneberg, P.Eng
Project Manager
nrenneberg@selecteng.ca

NR/nr



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

AGENDA ITEM: 5.2.

COUNCIL MEETING DATE: April 28, 2020

ITEM DESCRIPTION OR TITLE

Economic Government Stimulus

RECOMMENDATION

That Council direct Administration to prepare a letter to the Minister of Municipal Affairs outlining the projects that are shovel ready for the Town of Lamont and prioritized by Council.

BACKGROUND

It has been recently announced by the Province that economic stimulus funding will be made available for municipal infrastructure. There are limited details available as to the scope, criteria, and eligibility of the program. Attached is a recommendation in which Administration and Select Engineering identify key projects that would be ready to proceed with if the Town of Lamont is successful.

As a note, also attached for reference, is a letter to the Minister of Municipal Affairs from AUMA, wherein they are requesting the Province to use the fundamental mechanisms as used with the Municipal Sustainability Program (MSI) along with a request for a multi-year investment. Administration is supportive of the approaches itemized within the letter.

To date, no further information has been provided as to the response from Municipal Affairs to AUMA.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

Possible funding towards future projects could be attained.




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

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Letter from Select Engineering dated April 22, 2020
AUMA Letter to the Minister of Municipal Affairs dated April 20, 2020

Report Prepared By: Christine Beveridge, CAO
Approved by CAO: 

April 22, 2020

File No.: 13-20044-1.0

Christine Beveridge
Chief Administrative Officer
Town of Lamont
Box 330, 5307 – 50 Avenue
Lamont, AB T0B 2R0

Dear Christine,

**Re: 2020 General Engineering
Shovel Ready Projects**

As requested, we have reviewed previous reports, recommendations, and project estimates that have been provided to the Town of Lamont in order to provide a status update on potential “Shovel Ready Projects”. We understand this request has been made as municipalities have been asked by the Province to consider what projects they have that are shovel ready in an effort to stimulate the economy in a short time frame.

Although a specific definition has not been provided by the Province regarding what constitutes a “Shovel Ready Project”, we consider projects that meet the following criteria to be suitable:

- Project planning, preliminary design work, and initial cost estimates are complete;
- There are no outstanding regulatory approvals; and
- Could meet a four to six week turn-around period for public advertisement, receipt of tenders, award of contract, and commencing construction.

Alternatively, projects could also be extended to existing contracts that have already gone through a public tendering process and competitive construction rates have been established, with similar scope of work extensions.

Campbell Neighbourhood Rehabilitation

The Campbell Neighbourhood is a mature residential area located in the eastern portion of the Town of Lamont, bounded by Highway 831/48 Street on the west boundary, 50 Avenue on the south boundary, and the Lamont creek on the east and north boundary. It was originally constructed in the late 1970’s, and the Town is aware that underground and surface infrastructure in this area has deteriorated beyond its useful service life.

In 2019, a detailed report was completed for the Town to understand the necessary scope of work to restore the infrastructure in the area to an acceptable service level, and to establish the estimate costs with this work. The scope of work that has been determined to be required in this area includes:

- Rehabilitation of Water, Sewer, and Storm Sewer Infrastructure;
- Replacement of Residential Lot Services; and
- Complete Road Reconstruction;

Additionally, an inspection of the Playground in the Campbell Neighbourhood was completed in 2019, which recommended complete replacement of the Playground structure be considered by the Town of Lamont.

The estimated costs associated with this project are as follows:

Campbell Neighbourhood Rehabilitation\$6,100,000.00

Road Reconstruction Projects

The Town of Lamont has several road reconstruction projects scheduled for completion within their current Five Year Capital Plan. These projects include roadways that have been determined to be at the end of their service life, have had recommendations and cost estimates provided for the required road structure, and the underground infrastructure within the roadway requires no immediate rehabilitation work due to capacity or known failures.

Currently, we have eight (8) areas of road reconstruction included within the current Five Year Capital Plan, and they are as follows:

- 51 Avenue (53 Street to 54 Street)
- 51 Avenue (50A Street to 51 Street)
- 52 Avenue (55 Street to West Alley)
- 57 Avenue (Edna Subdivision)
- 45 Street (Edna Subdivision)
- 44A Street (Edna Subdivision)
- 49 Street (50 Avenue to 51 Avenue)
- 55 Street (51 Avenue to 52 Avenue)

The estimated costs associated with these projects are as follows:

Road Reconstruction Projects\$1,900,000.00

Hillside Park – BMX Bike Pump Track

The Town of Lamont has been working with specialized contractors and consultants in preparation of the construction of a BMX Bike Pump Track to be constructed within Hillside Park during the 2020 construction season. During this work, the Town has determined the suitable location and design for this improvement, established construction cost estimates for the scope of work required, and sourced all material needed for the project to proceed.

The estimated costs associated with this project are as follows:

BMX Bike Pump Track.....\$125,000.00

I trust that this information meets your requirements at this time, should you have any questions or require additional information, please feel free to call me at (780) 651-5773.

Sincerely,

Select Engineering Consultants



Neil Renneberg, P.Eng
 Project Manager
nrenneberg@selecteng.ca

NR/nr



April 20, 2020

The Honourable Kaycee Madu
Minister of Municipal Affairs
132 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Minister Madu:

On behalf of the Alberta Urban Municipalities Association (AUMA) and our members, we are pleased that your government is seeking input from municipalities on shovel-ready projects that can be funded as part of a provincial economic stimulus package. This news is welcomed by AUMA and municipal leaders as it will create thousands of jobs for Albertans who are currently struggling due to the current economic crisis caused by depressed oil prices and the COVID-19 pandemic.

As we understand that your ministry is currently exploring options for how economic stimulus funding can be rolled out for municipal infrastructure projects, AUMA recommends two key levers for this stimulus funding.

1. That this new economic stimulus funding for municipal infrastructure be implemented using the fundamental mechanisms of the Municipal Sustainability Initiative (MSI) program. While the new program must be separate from MSI, the allocation formula and guidelines of MSI would serve as a foundation for the delivery of new economic stimulus funding and would result in the following benefits.
 - **Minimize red tape** – The MSI formula is an established and successful mechanism to flow funding with minimal administrative burden for the province or municipalities. The simple allocation of funding would eliminate the costs and time for the province to create a new system for collection and review of applications and would also eliminate the time for municipalities to submit applications that have no guarantee of success.
 - **Diversity in job creation** – MSI allows municipalities to invest in a broad range of infrastructure projects based on community need. By using a similar set of guidelines, the economic stimulus funding would create jobs across numerous trades and industries without overloading one particular sector.
 - **Spread jobs across the province** – By distributing funding to all municipalities, jobs will be created in every community across Alberta. This includes construction contractors as well as indirect investments in local retail and service businesses such as suppliers, restaurants and accommodation providers.
2. This new and additional infrastructure stimulus funding will need to be a multi-year investment in Alberta's economy. It is recommended that the Provincial government front-load the funding in the 2020-21 budget year, and then cash-flow the funds to municipalities for projects over the next 1 to 3 years. This will allow for municipal projects that require a few more months of design before they can be considered as shovel-ready to be funded and proceed. Also, by committing to and

300 - 8616 51 Avenue, Edmonton, AB T6E 6E6 Toll Free: 310-AUMA (2862) Phone: 780-433-4431 Fax: 780-433-4454 auma.ca

accounting for historically significant stimulus infrastructure costs in 2020-21, this gets the expenditure booked in an already horrific financial year for the province and allows for the funds to be cash-flowed out in future years, when the province can focus on budget balancing.

Collectively, our goals are the same. A focus on job creation and ensuring Albertans receive value for their money. The use of MSI as the foundation for economic stimulus funding will minimize red tape and ensure that communities, businesses, and workers from all parts of the province can benefit.

Thank you for your consideration of our proposal and if you would like to discuss this matter further, please feel free to contact me by email at president@auma.ca or my cell phone at (403) 363-9224.

Sincerely,



Barry Morishita
AUMA President

cc: The Honourable Jason Kenney, Premier of Alberta
The Honourable Travis Toews, President of Treasury Board and Minister of Finance
Al Kemmere, President, Rural Municipalities of Alberta
Ken Gibson, Executive Director, Alberta Construction Association
Ron Glen, Chief Executive Officer, Alberta Roadbuilders and Heavy Construction Association



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

AGENDA ITEM: 5.3.

COUNCIL MEETING DATE: April 28, 2020

ITEM DESCRIPTION OR TITLE

Tax Levy Reduction

RECOMMENDATION

Council to determine if a reduction is appropriate.

BACKGROUND

New information:

This Agenda item was originally introduced on March 10, 2020 and it was requested that additional information be brought forward. Administration was requested to provide the basic construction costs for the development. As noted on the attached letter, the costs are estimated at \$8.6M.

Previous information provided:

A request for a reduction of property taxes was received by Administration from the landowner of NW-16-55-W4 2020 (attached). The request is to reduce the taxes to \$250.00 per lot (same as 2019 and 2018 level) or lower to \$125.00 per lot.

The following information is provided as background information.

1. In 1980, the Town entered into a Development Agreement with the (then) owners of the above noted lands, which has been registered on the title of each of the 31 lots registered under Plan 802 1966. The Development Agreement required that the Developer commence servicing of the lots located within Plan 802 1966 (Stage 1) within six (6) months of plan registration, provide security to ensure completion of the servicing, complete the servicing, etc.
2. The Development Agreement stipulated that in the event the above conditions were not carried out the Town could terminate the Development Agreement in its sole and absolute discretion.
3. While the subdivision of the 32 lots was completed and the plan registered at Land Titles we are unaware if any effort was made on the part of the initial owners, or any subsequent owners, to comply with the any of the conditions of the Development Agreement with regards to the completion of the servicing of the lands. It could be argued that the Developer defaulted on the agreement years ago however it appears that nothing was done by the Town to follow up and address this default.



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

4. The Development Agreement also required that the plan of subdivision for the 22.50 acres (Stage 2) be registered within four (4) years of the date of the Development Agreement. Because the Developer did not proceed with the subdivision of this parcel the Development Agreement was not registered against the title to the lands.
5. The current owner purchased these lands in 2007, however he is limited in what he can do with the lots as they are not serviced. The current landowner is totally responsible for the cost and installation of all services to the property line of each individual lot, which also includes oversizing of off-site water, sanitary sewer and storm sewer necessary to service his lands and any adjacent lands. The Town wants to ensure that none of these lots are sold to a third party until the overall servicing of the lands is addressed.
6. The current landowner could sell the un-subdivided 22.50 acre parcel as farmland, because it is a remnant of the original quarter section and is zoned future development (FD).
7. The 32 individual lots are zoned Medium Industrial.
8. Administration continues to be in contact with the landowner to assist in determining a plan for development.

COMMUNICATIONS

Administration will communicate Council’s decision.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

The options available are to:

- a) Require the adherence to Bylaw 03/19 which states that the minimum amount payable for general municipal purposes as property taxes shall be \$500.00 per property; which would result in taxes owing of \$16,000.00; or
- b) Council may authorize reducing the minimum amount payable for general municipal purposes as property taxes to \$250.00 per lot, which would result in taxes owing of \$8,000.00.
- c) Council could determine any other direction they deem appropriate.



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

Given the current state of the economic climate in the region, from a financial perspective, the municipality is not in a financial position to forgive taxes for any ratepayer.

The intent of imposing minimum tax levy is typically to encourage development. To date this has not occurred.

It appears that the taxes have been requested to be reduced to \$250 per lot for at least the past seven (7) years. Council decisions have been to reduce the tax levy for the landowner as requested.

This multi-lot parcel is the only parcel negatively affected by the minimum tax levy.

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 347

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

(2) A council may phase in a tax increase or resulting from the preparation of any new assessment.

ATTACHMENTS

Letter dated February 26, 2020 from Heartcreek Lamont Estate Ltd.

Letter dated April 17, 2020 from Select Engineering – Construction Cost Estimate

Report Prepared By: Christine Beveridge, CAO

Approved by CAO:

Date: February 26, 2020
Attn: Mayor Bill Skinner and Councilors, Town of Lamont
5303 - 50th Ave, Bag 330
Lamont, Alberta, T0B 2R0, CANADA
Phone: 780-895-1020

Re: 2020 Tax Levy Reduction for Undeveloped Farm Land in Town of Lamont

Dear Mayor and Councilors,

Firstly, thank you very much for your support on the 2019 tax levy reduction for our properties in Town. Great help to our small business!! Again, for the same reason this year in 2020, the land is still a pure farmland with a very limited revenue generated from it. We highly recommend that the Council can give a review again and kind consideration.

The properties we have in Town are the undeveloped farmland, located at north of highway 15, south of the school, and east of highway 831. There are two big parcels; one parcel has 31 subdivided lots of 52.88 acres and another one nearby is the un-subdivided 22.50 acres' land. The tax levy we need to pay is \$500 per title and \$16,000 in total. However, the nature of the properties has not been changed. It's too hard for the small business owner to afford and manage due to our long-term economic downturn.

As per your request, we had the promotion signage installed and maintained at south-west corner of the property along the highway 831. We, at Heartcreek Lamont, have been working on the marketing and development promotion for years and will continue to do so. To make it visible to the market, we have created the website <http://www.heartcreekgroup.com/>.

Our investment is heavily linked to Alberta economy and our regional industrial growth. By looking at current economic situation, there are some positive signs, but we are still struggling on getting our economy going in a way we expected. Here are some highlights:

- The CBC's latest outlook predicted that several factors will conspire to boost production in the oilsands by an average of 4.2 per cent per year from 2020 to 2024. Canada's energy sector is about to enter a period of sustained growth...
- The recovery in energy investment will get rolling in 2020 with the biggest contributors being Trans Mountain Pipeline, Coastal Gaslink Pipeline and LNG Canada. As work starts in Alberta, Trans Mountain expected to be laying pipe in B.C. in this spring.
- Pipeline optimization programs at Enbridge and TC Energy that use drag-reducing agents to increase the flow on current pipeline infrastructure will add up to 150,000 barrels per day by early January.

Again, our long-term vision still leads us to believe that our industrial sector will glow again in Alberta with the effort made recently by our new government and the area municipalities like Town of Lamont. We must wait and be patient. Time will come... No doubt, Lamont area

maintains the unique advantages and features in the region, such as Alberta Heartland Industry nearby, Elk Island Park on door way, Highways going through to north Fort Mac and west to Capital city, people leadership and ownership, skilled resources, culture and history, etc. I am positive and so happy seeing many initiatives created for future growth and development such as the **Strategic Plan for 2019-2022** and **Intermunicipal Development Plan**.

Given the locational advantage, diverse range of feedstock, access to global markets, and strong R&D sector, investment potential is limitless. Here are the recent update and highlights on Major Projects in Alberta's Industrial Heartland as you know:

- Inter Pipeline's construction of the Heartland Petrochemical Complex (HPC) is well underway. The facility is designed to convert locally sourced, low-cost propane into 525,000 tons per year of polymer grade polypropylene.
- Value Creation Inc., on track to invest \$2 billion in an upgrading facility in the Heartland, will create more than 2,000 construction jobs and another 200 full-time positions once the facility is up and running.
- An update recently from North West Redwater Partnership said that additional work and testing is required on the \$9.5-billion facility's gasifier. The refinery is planned to startup in December using SCO to produce diesel again, with the expectation to begin processing bitumen in early 2020.
- Kinder Morgan Base Line Terminal is a JV with Keyera Corporation. There is potential for the terminal to expand its operations by another 1.8 million barrels in the future.
- Cenovus Energy has filed for regulatory approval of plans to build a large 190K-bbl/d Diluent Recovery Unit at its Bruderheim Rail Terminal, allowing it to ship more oil out of Alberta.

We'd like to continue working together with the Town office and council for Win-Win future. However, to keep cost down for our business, we were thinking of options like consolidating the 32 multiple titles to one or two but it's not something we like to do. This would reduce the lot availability in Town and limit growth capability for both of us. We choose to stay as is and have the Council to consider our unique situation.

We, as a property owner in Town of Lamont, will continue to face our challenges for 2020. We strongly expect that the tax rate of this year can be reduced to the same level as last year *or lower (like 4000 \$ in total or 125\$ per title -- It's still a farmland)* until our economy is getting recovered... Please feel free to let me know if you have any comments and questions.

Thank you very much for your kind understanding and looking forward to hearing from you.

Sincerely,

Zhengren Zhou

Zhengren (Joe) Zhou, *CEO & President*
Heartcreek Lamont Estate Ltd. Phone: +1 780-906-6019

April 17, 2020

File No.: 13-20044-1.2

Christine Beveridge, CLGM
 CAO, Town of Lamont

Dear Christine,

**Re: Town of Lamont – 1980 Heartcreek Estates
 Construction Cost Estimate – Stage 1**

As requested by the Town of Lamont for 1980 Heartcreek Estates, Select Engineering has prepared a high-level site development cost estimate. The Estimate was broken out into four separate development phases, Site Grading, Onsite Underground, Offsite Underground and Surface Construction.

Site grading involved stripping and moving common clay material within the entire site that was outlined in the development agreement provided by the Town of Lamont. Without performing a detailed design, the assumptions that were assumed were, an average of 0.150m of topsoil to be stripped and stockpiled on site and an average of 0.50m of common clay material to be moved, placed and compacted on site.

The Onsite and offsite underground was estimated from the layout and sizing that was outlined in the development agreement with the assumption that each main was at its minimum depth of bury, Sanitary 0 - 4.0m depth, Watermain 3.0m – 4.0m depth and the storm main at a depth of 2.5m - 3.0m.

The surface estimate was performed from the highlighted areas on the development agreement with a road width of 12.0m and having concrete monolithic walk on one side of the roadway and curb and gutter on the opposite side. The road structure that was assumed was 75mm of asphalt and 300mm of granular base course installed on a minimum of 10kg/m² of cement stabilized clay subgrade. A geotechnical investigation would have to be conducted to verify this structure within the detail design.

The following is the break down for the four separate phases for the construction of 1980 Heartcreek Estates;

Site Grading and Grubbing.....	\$ 2,195,000.00
Onsite Underground.....	\$ 2,550,000.00
Offsite Underground.....	\$ 2,160,000.00
Surface Construction.....	\$ 1,780,000.00

Estimated Construction Cost \$ 8,685,000.00

The above prices are based on 2020 and 2019 prices that Select Engineering has received in the industry and are based on the layout outlined in the preliminary design within the development agreement.



Christine Beveridge
April 17, 2020
Page 2

Attached to this letter is figure 1 that outlines the areas of construction within this estimate and the preliminary drawings that were used from the provided development agreement

Should you have any questions or require additional information, please feel free to call me at (780) 651-5782.

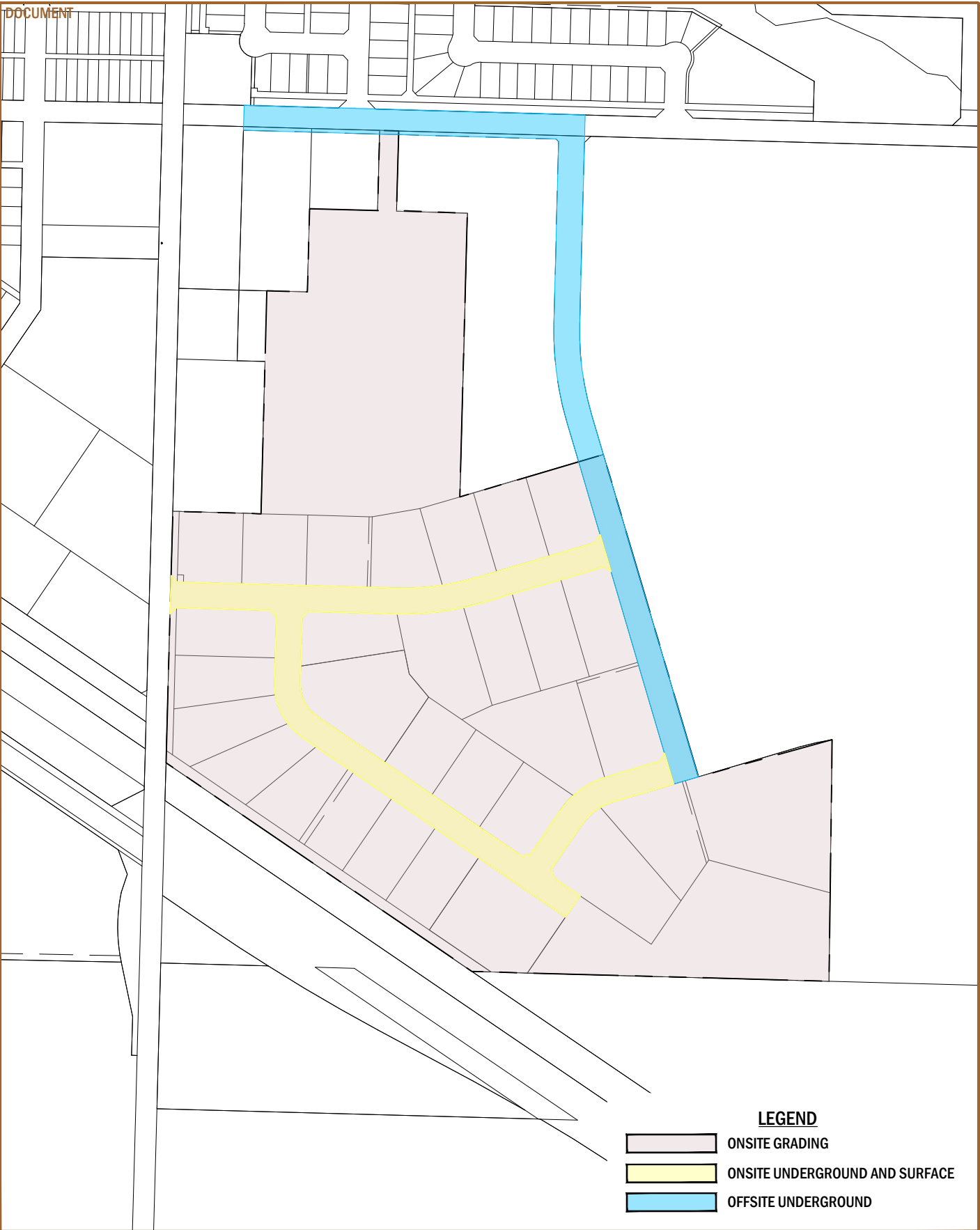
Sincerely,

Select Engineering Consultants

A handwritten signature in black ink, appearing to read 'Justin Young', is written over a light blue horizontal line.

Justin Young, P.Eng.
Project Manager
jyoung@selecteng.ca

cc: Neil Renneberg (nrenneberg@selecteng.ca)



**PROJECT: 1980 HEARTCREEK ESTATES
STAGE 1**

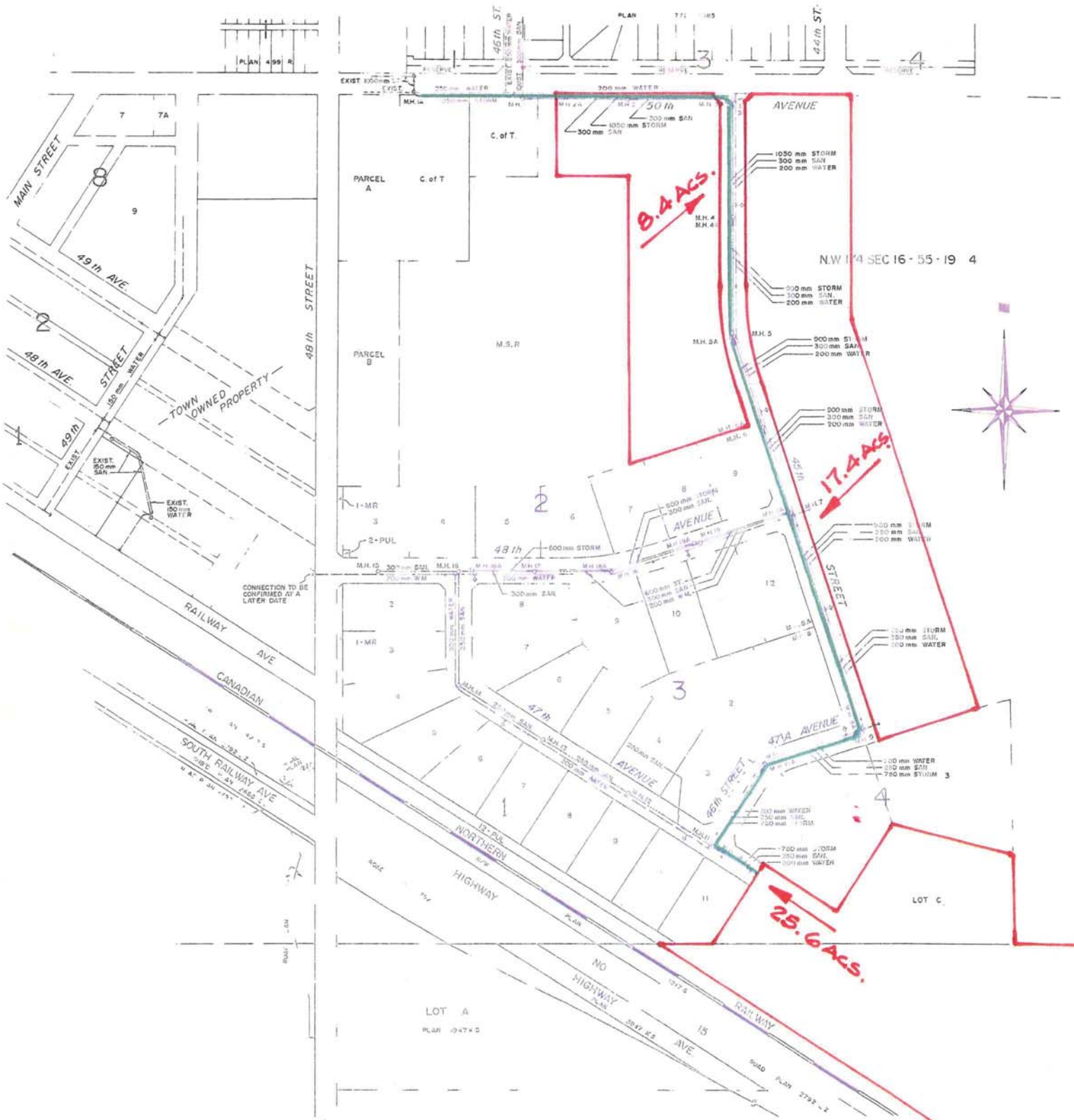
CONSTRUCTION COST ESTIMATE
LOCATION: TOWN OF LAMONT



N.T.S.

SCHEDULE 'E'-1(S JRM SEWER)

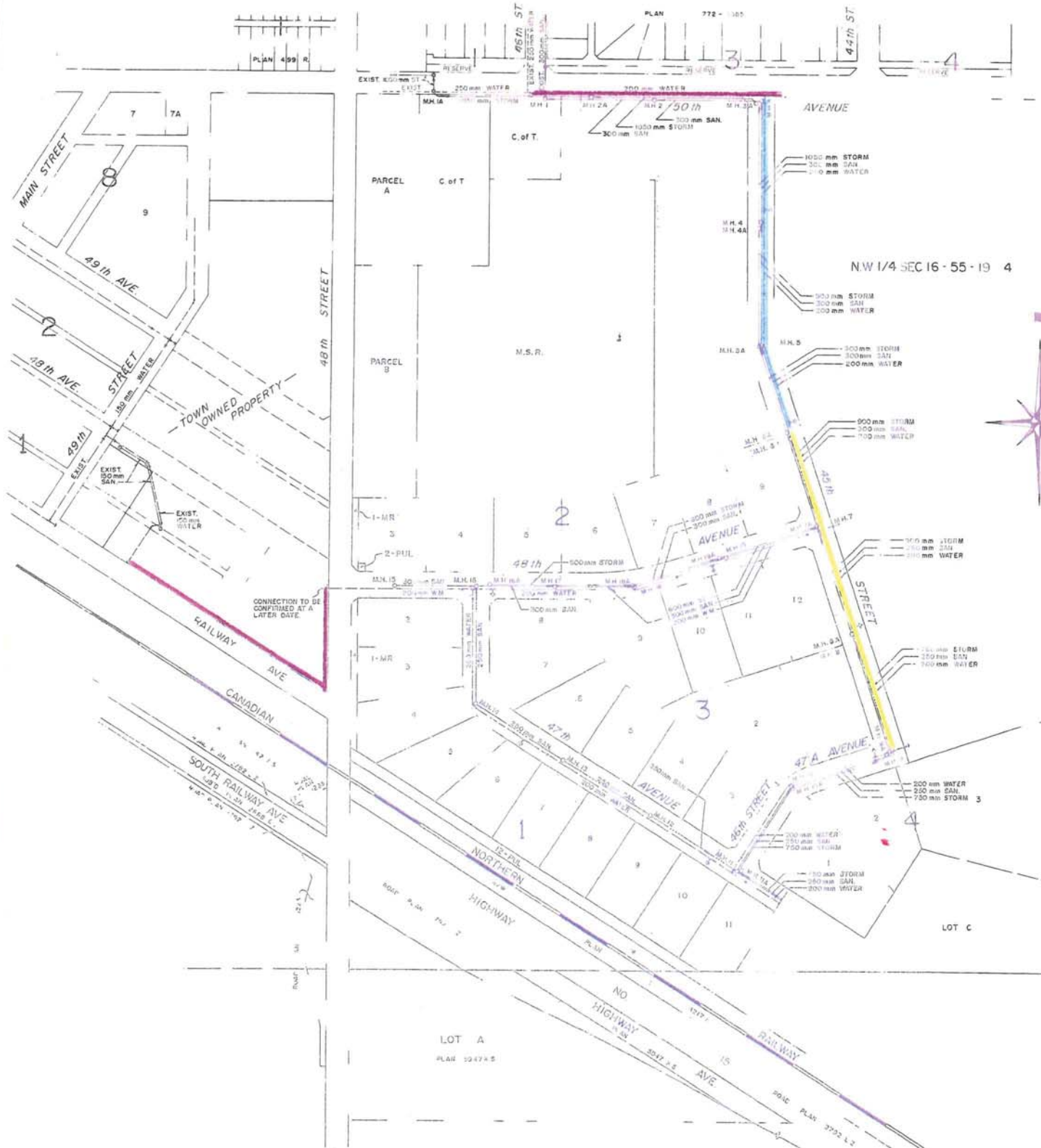
(COST RECOVERIES)



for H. Albert,
RES

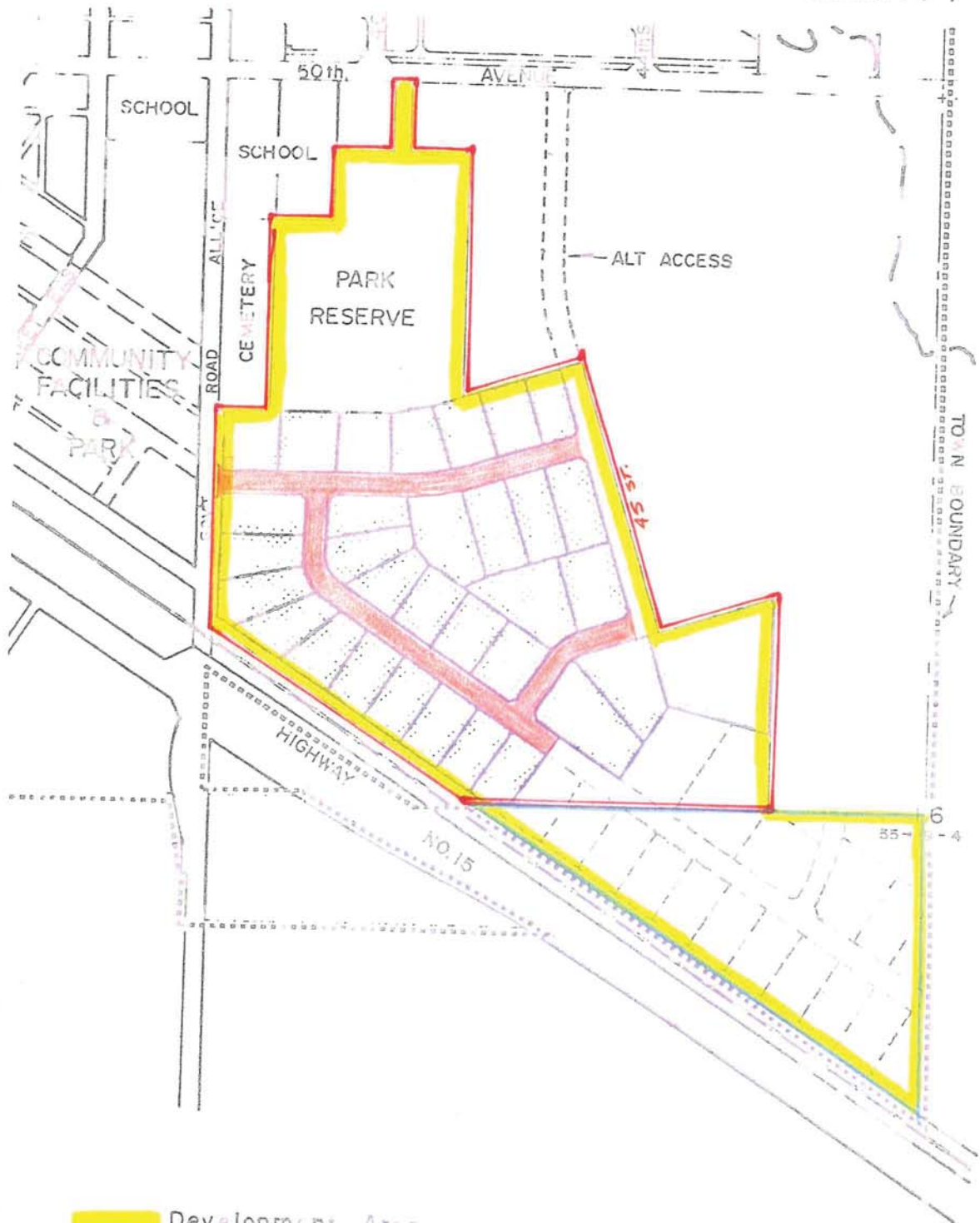
SCHEDULE 'E'-2 (WATER MAINS)

(COST RECOVERIES)



Mr. Hallbrook
KEE

SCHEDULE 'F' (PAVING REQUIREMENT)



- Development Area
- Stage I
- Stage II
- PAVED ROADS

Mo A. ...
St. ...
KES



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

AGENDA ITEM: 5.4.

COUNCIL MEETING DATE: April 28, 2020

ITEM DESCRIPTION OR TITLE

2020 Proposed Taxation Bylaw

RECOMMENDATION

1. That Council give first reading to Bylaw 05/20, Taxation.
2. That Council give second reading to Bylaw 05/20, Taxation.
3. That Council give unanimous consent to proceed to third reading of Bylaw 05/20, Taxation.
4. That Council give third reading to Bylaw 05/20, Taxation.

BACKGROUND

- April 14, 2020: Council approved 2020 mill rates. Administration was directed by Council to prepare the 2020 Taxation Bylaw based on the approved mill rates.
- April 17, 2020: Lamont County Housing Foundation released the Senior Housing Requisition. The 2020 requisition for the Town is \$66,332, which is \$10,668 lower than the budgeted amount of \$77,000. As a result, the mill rate for Senior Housing Requisition will be reduced accordingly to reflect the reduced amount of the requisition.
- April 17, 2020: The Town's Assessor also provided a revised assessment. The amount of the total taxable assessment was reduced by \$287,940, from \$166,481,080 originally assessed, to \$166,193,140. As a result, the mill rates, especially education mill rate (ASFF), was slightly increased to reflect the changes as the amount of the education requisition which was already predetermined by the Province.

COMMUNICATIONS

If Council approves the 2020 Taxation Bylaw, the bylaw will be published on the Town website and tax notices will be sent out on May 22, 2020.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

Based on the amounts of both Senior Housing Requisition and total Taxable Assessments being reduced, Administration will adjust mill rates as indicated below. The mill rate adjustments were only applied to ASFF and Senior Housing portions. The mill rates for the municipal portion will remain the same as what was approved by Council on April 14, 2020.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Mill Rates Categories	Revised Mill Rates	Approved Mill Rates on April 14, 2020	Reduced Rates (net changes)	Reduced % (net changes)
Municipal - Residential	10.4635	10.4635	0.0000	0.000%
Municipal - Non Residential	13.2161	13.2161	0.0000	0.000%
Municipal - Machinery and Equipment	13.2161	13.2161	0.0000	0.000%
ASFF - Residential	2.6931	2.6928	0.0003	0.012%
ASFF - Non Residential	3.3097	3.3065	0.0032	0.097%
Senior - Residential	0.3991	0.4625	(0.0634)	-13.702%
Senior - Non Residential	0.3991	0.4625	(0.0634)	-13.702%
Senior - Machinery and Equipment	0.3991	0.4625	(0.0634)	-13.702%

This revised mill rates will result in the following:

- Comparing with the mill rates proposed on April 14, 2020, the revised mill rates will save ratepayers additional \$15 and \$13.56 for residential and non-residential, respectively.
- The table below provides examples of residential rolls and commercial rolls to demonstrate how the changes will further benefit the ratepayers.



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

- Comparing the revised mill rates and the mill rates proposed on April 14, 2020.

Residential

ROLL	2020 Value	Tax as per revised mill rates	Tax as per April 14 mill rates	Decreased Amt	Decreased %
53400	131,400	1,781	1,790	(9)	-0.49%
67100	241,500	3,274	3,289	(15)	-0.46%
77500	204,600	2,774	2,786	(12)	-0.45%
84900	235,900	3,198	3,213	(15)	-0.47%
86300	292,400	3,964	3,982	(18)	-0.46%
90600	271,000	3,674	3,691	(17)	-0.47%
104100	283,600	3,844	3,862	(18)	-0.46%

Commercial

ROLL	2020 Value	Tax as per revised mill rates	Tax as per April 14 mill rates	Decreased Amt	Decreased %
19100	280,200	4,742	4,759	(17)	-0.35%
5000	394,400	6,675	6,699	(24)	-0.36%
18900	150,900	2,554	2,563	(9)	-0.35%
1000	2,485,100	42,060	42,210	(150)	-0.35%
4900	138,300	2,341	2,349	(8)	-0.35%
26500	174,000	2,945	2,955	(10)	-0.34%

As a result of the change:

- The average 2020 residential property tax is \$2,638, which is \$84 less than the 2019 average.
- The average 2020 commercial property tax is \$4,041, which is \$649 less than the 2019 average.

POLICY AND/OR LEGISLATIVE REFERENCES

Section 10 of *Municipal Government Act (MGA)*

ATTACHMENTS

1. 2020 Taxation Bylaw
2. 2020 Proposed Property Tax Rates (RFD April 14)

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:



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

**A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN THE TOWN OF LAMONT FOR THE 2020
TAXATION YEAR.**

WHEREAS, the Town of Lamont has prepared and adopted detailed estimates of the municipal revenues and expenditures for the fiscal year 2020 as required, at the council meeting held on December 3rd, 2019; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation total \$2,466,013; and

WHEREAS, the estimated municipal operating and capital expenditures (excluding non-cash items) set out in the annual budget for the Town of Lamont for 2020 total \$4,989,522; expenditures of \$150,818 will be eliminated or deferred, and the balance of \$2,281,691 is to be raised by the general municipal property taxation; and

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$91,000; and

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is nil; and

THEREFORE, the total amount to be raised by general municipal taxation is \$2,372,691; and

WHEREAS, the education requisitions are estimated:

Alberta School Foundation Fund

- Residential & Farmland \$369,315
- Non-residential \$94,943
- Over levied tax from previous year \$17,268

WHEREAS, the requisitions are:

Lamont County Housing Foundation

- 2020 Lamont County Housing Foundation \$66,332

Designated Industrial Property \$248



WHEREAS, the Council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta 2000; and

WHEREAS, the assessed value of all property in the Town of Lamont as shown on the assessment roll is:

Residential & Farmland	\$137,132,370
Non-Residential	\$25,673,880
Machinery and Equipment	\$68,290
Designated Industrial Property - Machinery and Equip	\$306,510
Designated Industrial Property – Other	\$3,012,090
Total Assessment	\$166,193,140

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Town of Lamont, in the Province of Alberta, enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Lamont:

2020	2020 Required Levy	2019 (Over)/Under Levy	2020 Adjusted Levy	Assessment	Tax Rate
General Municipal					
Residential /Farmland	1,434,885		1,434,885	137,132,370	10.4635
Non-Residential	379,117		379,117	28,685,970	13.2161
M & E	4,953		4,953	374,800	13.2161
Total	\$ 1,818,955	\$ -	\$ 1,818,955	\$ 166,193,140	
Designated industrial P	\$ 252.21	\$ (4.52)	\$ 247.69	3,318,600	0.0746
Alberta School Foundation (ASFF)					
Residential /Farmland	369,157	159	369,315	137,132,370	2.6931
Non-Residential	112,369	(17,427)	94,943	28,685,970	3.3097
Total	\$ 481,526	\$ (17,268)	\$ 464,258	165,818,340	
Senior foundation	66,332		66,332	166,193,140	0.3991
Total	\$ 66,332	\$ -	\$ 66,332	166,193,140	
Grand Total			\$ 2,349,792		
Minimum Levy			22,899		
Grand Total			\$ 2,372,691		



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

AGENDA ITEM:

COUNCIL MEETING DATE: April 14, 2020

ITEM DESCRIPTION OR TITLE

2020 Proposed Tax Rates

RECOMMENDATION

That Council approve Option 1 for the 2020 mill rates as per the 2020 Proposed Tax Rates report dated April 14, 2020.

BACKGROUND

- Council approved 2020 budget on December 3, 2019, which stated that the 2020 property tax would be increased by 1% for both residential and non-residential properties.
- However, in an effort to support our residents and local stakeholders during the COVID-19 pandemic, Administration reviewed 2020 budget and identified certain areas where the cost could be further reduced in order to freeze or lower the 2020 tax burdens for the ratepayers.
- Furthermore, Administration identified that the Town has a potential loss in operating revenues of an estimated amount of \$64K from other sources during the pandemic period, referenced within the Memo, COVID – 19 Impact on the Town Financials.
- The 2020 property assessment report (for the year of 2019) indicates that the property value at the Town was decreased by 2.6% in 2019 on average comparing with the value in 2018, referenced within Appendix I.
- The Province froze the 2020 School Tax Requisition in response to the COVID-19 pandemic.
- Therefore, Administration prepared the following two (2) options with financial analysis in the Financial Implications Section for Council’s consideration.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

The recommended options both provide Town residents and businesses a degree of financial relief in the face of the COVID-19 financial wakes.



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

FINANCIAL IMPLICATIONS

Option I – To freeze the **total** mill rates for residential (farmland) and commercial (excluding machinery & equipment) properties.

2020	Farmland and Residential	Non- Residential	Machinery and Equipment
Municipal	10.4975	14.3238	14.3238
Senior	0.4625	0.4625	0.4625
ASFF	2.6928	3.3065	
2020 TOTAL MILL RATES	13.6528	18.0928	14.7863
VS			
2019 TOTAL MILL RATES	13.6528	18.0928	13.6466
Increase (Decrease)	0.0000	0.0000	1.1397

This option will result in the following:

- The total amount of the mill rates, sum of Municipal, Lamont Housing Foundation Requisition, and School Requisition, will not change for residential and non-residential (excluding machinery & equipment).
- However, the municipal rates will be increased slightly to offset the reduced amount of 2020 School requisition and the 2019 over-levied School requisition. The comparison of 2020 municipal mill rates and 2019 rates is as follow:

Municipal Rate	Farmland and Residential	Non- Residential	Machinery and Equipment
2020	10.4975	14.3238	14.3238
2019	10.4635	13.2161	13.2161
Increase	0.0340	1.1077	1.1077

- The 2020 taxation revenues will be \$2,423,853 as per the Option I mill rates, which is \$99,655 lesser than the budgeted amount of \$2,523,509.
- The amount of the 2020 taxation revenue is also \$71,095 lesser than the 2019 taxation revenue.
- **The average 2020 residential property tax is \$2,659, which is \$64 lesser than the 2019 average.**
- **The average 2020 commercial property tax is \$4,319, which is \$372 lesser than the 2019 average.**



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

Below are some examples of property tax changes calculated based on Option I mill rates:

Residential

ROLL	2020 Value	2019 Value	Increase(De)	2020 Tax	2019 Tax	Increase(De)
53400	131,400	140,200	(8,800)	1,794	1,902	(108)
67100	241,500	235,700	5,800	3,297	3,198	99
77500	204,600	212,300	(7,700)	2,793	2,881	(87)
84900	235,900	240,300	(4,400)	3,221	3,261	(40)
86300	292,400	287,700	4,700	3,992	3,904	88
90600	271,000	270,500	500	3,700	3,670	29
104100	283,600	288,000	(4,400)	3,872	3,908	(36)

Commercial

ROLL	2020 Value	2019 Value	Increase(De)	2020 Tax	2019 Tax	Increase(De)
19100	280,200	291,100	(10,900)	5,070	5,382	(312)
5000	394,400	404,100	(9,700)	7,136	7,471	(335)
18900	150,900	157,200	(6,300)	2,730	2,906	(176)
1000	2,485,100	2,479,300	5,800	44,962	45,835	(872)
4900	138,300	124,800	13,500	2,502	2,307	195
26500	174,000	178,100	(4,100)	3,148	3,293	(144)



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

Option II – To freeze only the **Municipal** mill rates for all ratepayers.

2020	Farmland and Residential	Non- Residential	Machinery and Equipment
Municipal	10.4635	13.2161	13.2161
Senior	0.4625	0.4625	0.4625
ASFF	2.6928	3.3065	
2020 TOTAL MILL RATES	13.6188	16.9851	13.6786
VS			
2019 TOTAL MILL RATES	13.6528	18.0928	13.6466
Increase (Decrease)	-0.0340	-1.1077	0.0320

This option would result in the following:

- The total mill rate, sum of Municipal, Lamont Housing Foundation Requisition, and School Requisition, will be reduced by 0.034 and 1.1077 for residential and non-residential (excluding machinery & equipment) respectively.
- The 2020 taxation revenues will be \$2,387,069 as per the Option II mill rates, which is \$136,440 lesser than the budgeted amount of \$2,523,509.
- The amount of the 2020 taxation revenue is also \$107,879 lesser than the 2019 taxation revenue.
- **The average 2020 residential property tax is \$2,653, which is \$69 lesser than the 2019 average.**
- **The average 2020 commercial property tax is \$4,055, which is \$635 lesser than the 2019 average.**



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

Below are some examples of property tax changes calculated based on Option II mill rates:

Residential

ROLL	2020 Value	2019 Value	Increase(De)	2020 Tax	2019 Tax	Increase(De)
53400	131,400	140,200	(8,800)	1,790	1,902	(113)
67100	241,500	235,700	5,800	3,289	3,198	91
77500	204,600	212,300	(7,700)	2,786	2,881	(94)
84900	235,900	240,300	(4,400)	3,213	3,261	(48)
86300	292,400	287,700	4,700	3,982	3,904	78
90600	271,000	270,500	500	3,691	3,670	20
104100	283,600	288,000	(4,400)	3,862	3,908	(46)

Commercial

ROLL	2020 Value	2019 Value	Increase(De)	2020 Tax	2019 Tax	Increase(De)
19100	280,200	291,100	(10,900)	4,759	5,382	(622)
5000	394,400	404,100	(9,700)	6,699	7,471	(772)
18900	150,900	157,200	(6,300)	2,563	2,906	(343)
1000	2,485,100	2,479,300	5,800	42,210	45,835	(3,625)
4900	138,300	124,800	13,500	2,349	2,307	42
26500	174,000	178,100	(4,100)	2,955	3,293	(337)

Financial Analysis to balance the 2020 Budget:

- If the proposed mill rate option I is approved, an estimated amount of required expense-cut is \$164K to cover the following revenue losses:
 - \$99,655 from taxation (Ref: Option I)
 - \$64,000 from other source of revenue (Ref: Memo COVID-19 Impact on the Town Financial)

- If the proposed mill rate option II is approved, an estimated amount of required expense-cut is \$200K to cover the following revenue losses:
 - \$136,440 from taxation (Ref: Option II)
 - \$64,000 from other source of revenue (Ref: Memo COVID-19 Impact on the Town Financial)



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

- Potential Cost Savings to Balance the Budget

In order to balance the reduced amounts of revenues, the Administration reviewed the 2020 budget again and identified the following areas with potential cost savings of \$312K for Council's consideration:

- **Council** - \$8,009 saving due to Councillor resignation on March 11, 2020.
- **Administration** - \$6,879 saving on areas such as reduced overtime, reduced conference expense, travel expense, projects deferrals. Note that the actual saving Administration is \$11,430, however, WCB recently provided a statement that the Town will have an increase of \$4,551 in 2020, which unfortunately reduced the amount of savings.
- **Bylaw** - \$11,675 saving on the reduced Policing cost and Enforcement Officer cost (3 months).
- **Public Works** - \$24,721 saving on casual labour cost, on-calls (for the period May 1 to October 1, the Town will have one on-call for both Public Work and Recreation Departments instead of one on-call for each department), and project deferral.
- **Street & Road** - \$45K saving, which includes \$37,500 for patches and \$7,500 for bulk gravel. Based on our progress on patches last year and our gravel needs just for this year alone, we can make this revised budget work.
- **Town Beautification** – \$20K saving.
- **Hall** - \$51,504 saving on reduced casual labour and project deferrals.
- **Arena** - \$68,946 saving due to long term leave.
- **Park** - \$42,175 saving due to elimination of two (2) seasonal workers.
- **School Funds** - \$33,474 saving due to the provincial school tax levy freeze.

Further, the Province may defer the Policing cost (\$32,745) for the year of 2020, but no official information has been announced yet.

To summarize, with these potential cost savings identified, the Town has the capacity to provide tax relief to the ratepayers. Administration will be closely monitoring the pandemic situation and its impact on the Town financial position. As the situation evolves, Administration will update Council in a timely manner. The actual cost adjustments on the approved budget is subject to Council's approval in the future.



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

Recommendation from a financial perspective, Administration recommends the Option I based on the following reasons:

1. Option I provides a reasonable amount of tax relief to the ratepayers. The ratepayers will pay \$64 and/or \$372 less than what was paid in 2019 for residential and commercial respectively.
2. Although the Province froze their 2020 School Tax Requisition currently, it will most likely be increased in the further year as a 4.2% increase was announced at their 2020 Budget initially.

POLICY AND/OR LEGISLATIVE REFERENCES

Part 10 of *Municipal Government Act (MGA)*

ATTACHMENTS

1. *Appendix I*
2. *Memo: COVID – 19 Impact on the Town Financials*

Report Prepared By: Finance Officer

Approved by CAO:



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Appendix I:

Comparison on 2019 Assessment (for year of 2018) & 2020 Assessment (for year of 2019)

<u>Description</u>	<u>Assessment Year of 2018</u>	<u>Assessment Year of 2019</u>	<u>\$ Change</u>	<u>% Change</u>
Residential Farm	515,760	496,500	(19,260)	-4%
Residential Improved	133,055,930	129,317,480	(3,738,450)	-3%
Residential Vacant	2,902,100	2,871,900	(30,200)	-1%
Multi Family	4,225,780	4,303,090	77,310	2%
Farmland	163,400	162,600	(800)	0%
Commercial Improved	15,841,400	15,035,580	(805,820)	-5%
Industrial Improved	9,146,950	9,371,800	224,850	2%
Commercial Vacant	833,800	807,200	(26,600)	-3%
Industrial Vacant	377,000	202,100	(174,900)	-46%
Machinery /Equipment	67,810	68,290	480	1%
	167,129,930	162,636,540	(4,493,390)	-3%
Federal - Grant in Lieu	265,000	257,200	(7,800)	-3%
Industrial Improved (DIP)	128,100	128,100	0	0%
Machinery /Equip (DIP)	547,190	547,190	0	0%
Pipeline & Gas dist linear	1,033,520	1,038,340	4,820	0%
Electric Power linear	917,860	911,130	(6,730)	-1%
Telecomm linear	476,500	473,520	(2,980)	-1%
Cable linear	156,850	168,500	11,650	7%
Well linear	272,970	261,010	(11,960)	-4%
Railway linear	57,510	59,550	2,040	4%
	3,590,500	3,587,340	(3,160)	0%
Total	170,985,430	166,481,080	(4,504,350)	-2.6%



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

AGENDA ITEM: 5.5.

COUNCIL MEETING DATE: April 28, 2020

ITEM DESCRIPTION OR TITLE

Tax Penalty Bylaw 06/20 & Tax Installment Payment Plan Bylaw 07/20

RECOMMENDATION

1. That Council give first reading to Bylaw 06/20, Tax Penalty Bylaw.
2. That Council give second reading to Bylaw 06/20, Tax Penalty Bylaw.
3. That Council give unanimous consent to proceed to third reading of Bylaw 06/20, Tax Penalty Bylaw.
4. That Council give third reading to Bylaw 06/20, Tax Penalty Bylaw.
5. That Council give first reading to Bylaw 07/20, Tax Installment Payment Plan Bylaw.
6. That Council give second reading to Bylaw 07/20, Tax Installment Payment Plan Bylaw.
7. That Council give unanimous consent to proceed to third reading of Bylaw 07/20, Tax Installment Payment Plan Bylaw.
8. That Council give third reading to Bylaw 07/20, Tax Installment Payment Plan Bylaw.

BACKGROUND

Council provided direction during the April 14, 2020 regular Council Meeting to bring forward the applicable bylaws to adjust the property tax penalties.

In doing so, the Town continues its commitment to supporting the community where feasible and have proposed another option to relieve immediate financial pressures, specifically in relation to the delay of tax payments and penalties.

The following tax relief measures for our ratepayers to lessen the financial pressure some may be faced with as a result of COVID-19. These adjustments are in line with the current practices being implemented by many other municipalities across the province. The adjustments are:

- Extend payment due date from June 30 to August 31, 2020
- Extend penalty date from July 1 to September 1

The tax notices would be mailed as scheduled on May 22, 2020.

Liability for municipal amounts owing will remain in effect and penalties due on accounts in arrears will be applied September 1, as approved within the Tax Penalty Bylaw.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Those who are able to continue to pay their bills on schedule are strongly encouraged to do so, to ensure accounts are current, which will support municipal operations during these challenging times.

Further upon review of the original bylaw 02/15, it was identified that an update to the Tax Installment Payment Plan portion was required. Therefore, two bylaws were created and are included for Council's review. The current practices of the Town are now simply documented within Bylaw 07/20.

COMMUNICATIONS

Administration will ensure to effectively manage all changes and communicate with ratepayers the impacts.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

The Town generates approximately \$2.5M per year in net property taxation revenue. Administration manages about 882 accounts, of which around 125 or 14% of our customers pay monthly through the tax installment payment program, generating on average \$31,300.93 per month in revenue.

Approximately 162 of these tax accounts are paid directly by mortgage companies. Payments that fall within this structure have been collecting the monthly tax payments from homeowners since last July. Administration has confirmed that the mortgage companies are collecting the taxes even if a customer applies for a deferral, therefore we are assuming that the tax payments will be made by the original due date of June 30, 2020.

POLICY AND/OR LEGISLATIVE REFERENCES

Section 340, MGA

ATTACHMENTS

Bylaw 02-15
Bylaw 06/20, Tax Penalty
Bylaw 07/20, Tax Installment Payment Plan

Report Prepared By: Christine Beveridge, CAO

Approved by CAO:



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

BYLAW 02/15

TAX PENALTY & INSTALLMENT PAYMENTS BYLAW

BEING A BYLAW OF THE TOWN OF LAMONT, IN THE PROVINCE OF ALBERTA, TO
PROVIDE FOR THE IMPOSITION OF PENALTIES AND INSTALLMENT PAYMENTS

WHEREAS, the Council of the Town of Lamont, in the Province of Alberta, pursuant to Sections 340, 344, 345 & 346 of the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta 2000 and subsequent amendments, deems it expedient to establish a penalty & installment payment bylaw.

PENALTIES ON UNPAID TAXES

- 1. That in the event that any current years taxes remain unpaid after the 30th day of June of each year, there shall be added, by way of a penalty, the amount of twelve (12) percent calculated on the remaining portion then unpaid.
- 2. On January 1st of each year, a penalty of eighteen (18) percent shall be imposed on all taxes, penalties and applicable costs which remain unpaid after December 31 of each year.

TAX INSTALLMENT PAYMENTS

- 1. The Installment Tax Payment Plan shall commence on January 1st of each year. A taxpayer may enter into the plan to provide for the payment of taxes in equal monthly installments from January to December of each year and will avoid the July penalty.
- 2. All previous year's taxes must be paid in full in order to enter a tax installment payment plan.
- 3. All payments are due on the first (1st) day of each month.
- 4. The amount of the installment payment shall be calculated based on the previous year's taxes unless the taxpayer wishes to pay a higher amount.
- 5. If the current year's taxes are more than the previous year's taxes, the taxpayer will pay the difference by December 31 of that year. Any amount not received by December 31, will be subject to all penalties.
- 6. No interest will be applied against any tax installment payment.
- 7. No penalties will be applied on any outstanding balance for those properties subject to a tax installment payment plan except for those taxes stated in Section 5.
- 8. The CAO/Deputy CAO may cancel any tax installment payment plan if one instalment fails to be honoured.
- 9. Rate payers may choose to withdraw from the Property Tax Installment Plan upon completion of the Cancellation of Pre-Authorized Payment Plan, and on payment of the full remaining property tax balance of the present tax year.
- 10. An agreement between the Town of Lamont and the rate payer must be signed and the rate payer has the option of providing twelve (12) post-dated cheques or having payments remitted through automatic pre-authorized withdrawal.

Bylaw 02-11 is hereby rescinded.

Initials JD [Signature]



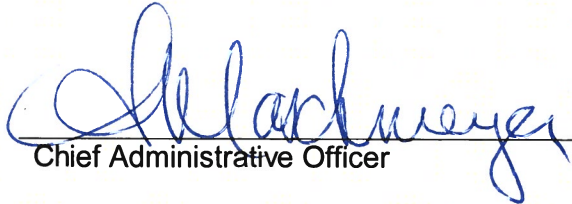
THAT this bylaw shall remain in force from the time of passing until rescinded.

That the Mayor and Chief Administrative Officer are hereby authorized to sign this Bylaw.

READ A FIRST TIME THIS 13 DAY OF January, 2015 A.D.



Mayor



Chief Administrative Officer

READ A SECOND TIME THIS 13 DAY OF January, 2015 A.D.

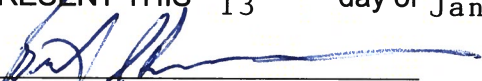


Mayor,

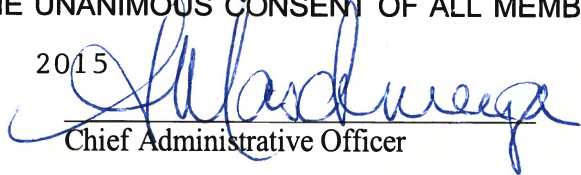


Chief Administrative Officer

PROCEED WITH THIRD READING WITH THE UNANIMOUS CONSENT OF ALL MEMBERS PRESENT THIS 13 day of January 2015

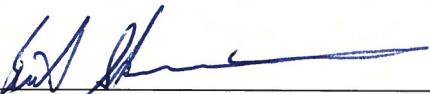


Mayor

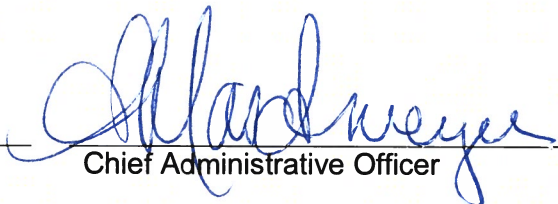


Chief Administrative Officer

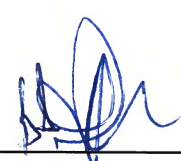
READ A THIRD TIME THIS 13 DAY OF January, 2015 A.D.



Mayor,



Chief Administrative Officer

Initials 



Town of Lamont

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

BYLAW 06/20

**BEING A BYLAW OF THE TOWN OF LAMONT FOR THE PURPOSE OF PROVIDING FOR
A PENALTY FOR LATE PAYMENT OF TAXES.**

WHEREAS, sections 344, 345 and 346 of the *Municipal Government Act*, R.S.A. 2000 C.M.-26, and amendments thereto provides that a Council may impose penalties for late payment of taxes;

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

BYLAW TITLE

1. This Bylaw is to be cited as the "Tax Penalty Bylaw".

DEFINITIONS

2. Unless the context otherwise requires, or is otherwise defined herein, the words and phrases contained in this bylaw shall have the same meaning as in the MGA. In this bylaw:
 - (a) "Tax Year" means the annual period in which Taxes are imposed, commencing with January 1 and ending with December 31;
 - (b) "Tax Arrears" means all Taxes which remain unpaid after December 31 of the year in which they were imposed; and
 - (c) "Tax" or "Taxes" includes property taxes, local improvement taxes and all other taxes or charges lawfully imposed pursuant to the MGA or any other statute of the Province of Alberta.

PENALTIES ON UNPAID TAXES

3. Any or all taxes shall be due and payable on or before the date shown on the tax notice.
4. That the following penalties be set:
 - 12% penalty on all current taxes remaining unpaid after August 31, 2020.
 - 18% penalty on all taxes remaining after December 31, 2020.
5. Any penalty imposed hereunder shall be added to and shall form part of the unpaid taxes.



Town of Lamont

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

BYLAW 07/20

**BEING A BYLAW OF THE TOWN OF LAMONT TO AUTHORIZE THE REGULATION AND
COLLECTION OF A MONTHLY INSTALLMENT PLAN IN THE TOWN OF LAMONT**

WHEREAS, Section 340 of the *Municipal Government Act*, R.S.A. 2000 C.M.-26, and amendments thereto authorizes Council by bylaw to provide for payment of taxes by installments;

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

BYLAW TITLE

1. This Bylaw is to be cited as the "Tax Installment Payment Plan Bylaw".

DEFINITIONS

2. Unless the context otherwise requires, or is otherwise defined herein, the words and phrases contained in this bylaw shall have the same meaning as in the MGA. In this bylaw:
 - (a) "Council" means the Council of the Municipality of the Town of Lamont.
 - (b) "Municipality" means the Municipality of the Town of Lamont.
 - (c) "Plan" means the Tax Installment Payment Plan (TIPP).
 - (d) "Tax" or "Taxes" includes property taxes, local improvement taxes and all other taxes or charges lawfully imposed pursuant to the MGA or any other statute of the Province of Alberta.
 - (e) "Taxpayer" means a person liable to pay taxes:
 - i. who is the owner of property in the Town of Lamont; or
 - ii. who is an individual identified on a Land Titles Certificate.

GENERAL PROVISIONS

3. A Taxpayer may elect to pay their property taxes in monthly installments by pre-authorized transfer of funds from their bank account, rather than a single tax payment.
4. The Plan shall include monthly installments and shall not be subject to any tax penalties or discounts except as otherwise stated in this Bylaw.
5. A Taxpayer may apply to the Plan prior to December 31st of any year, to pay the taxes payable by the taxpayer for the following year, pursuant to the Plan.



Town of Lamont

- 6. A Taxpayer may apply to the Plan up to February 15th of the current year provided that a pro-rated portion of the taxes are paid in advance.
- 7. Taxpayers who wish to participate in the Plan shall:
 - a) Complete the prescribed Application form;
 - b) Provide a 'VOID' cheque or financial institution form;
 - c) Pay all tax arrears from previous years; and
 - d) Pay all penalties.
- 8. If a monthly installment payment is defaulted by the Taxpayer, the Taxpayer will be responsible for any fees or administrative charges in accordance with the current Fees and Charges Bylaw.
- 9. If two (2) monthly installment payments are defaulted by the Taxpayer, the plan will be cancelled, and all taxes shall become due and payable within thirty (30) days and shall be subject to the penalty provisions which are typically calculated for unpaid taxes.
- 10. Taxpayers may cancel the Plan at any time upon fifteen (15) days written notice. All taxes shall then become due and payable.
- 11. It is the Taxpayer's responsibility to notify the Town, in writing, if they sell the property, change banks or bank accounts, or make any other changes that would affect the plan. If the taxpayer withdraws from the plan all unpaid taxes become due and payable within thirty (30) days and are subject to penalties in accordance with the Tax Penalty Bylaw.

EFFECTIVE DATE

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

READ A **FIRST** TIME THIS _____ DAY OF _____, 20____ A.D.

Mayor	Chief Administrative Officer
-------	------------------------------

READ A **SECOND** TIME THIS _____ DAY OF _____, 20____ A.D.

Mayor	Chief Administrative Officer
-------	------------------------------

READ A **THIRD** TIME THIS _____ DAY OF _____, 20____ A.D.

Mayor	Chief Administrative Officer
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MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: April 28, 2020
ELECTED OFFICIAL: Mayor Bill Skinner
REPORT PERIOD: April 8 – April 22, 2020

Boards and Committees:

- **April 9:** Special Council Meeting to change April 14 regular meeting time.
- **April 14:** Regular Council Meeting (virtual meeting via ZOOM).

Town of Lamont Business:

Professional Development (Workshops & Conferences):

- **April 8:** Alberta Bits & Pieces teleconference – good discussion to identify work happening and requirements to restart the Alberta economy.
- **April 14:** Municipal Affairs Town Hall teleconference – COVID-19 updates from Premier Jason Kenney, Chief Medical Officer of Health, Dr. Hinshaw and Ministers of Municipal Affairs, Community & Social Services, and Solicitor General. This was followed by good question and answer session.
- **April 15:** AUMA Town Hall teleconference – COVID-19 discussions around tax deferrals, education requisition payment, borrowing bylaws, municipal debt limits, and maintaining mental health.
- **April 20:** Municipal Affairs Town Hall teleconference – COVID-19 updates from Ministers from Municipal Affairs, Transportation and Infrastructure as well as Dr. Hinshaw, followed by a good question and answer session.

Lamont Functions and Events:



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: April 28, 2020
ELECTED OFFICIAL: Dave Taylor
REPORT PERIOD: April 14 – April 22, 2020

Boards and Committees:

- **April 21:** Lamont High School Parent Advisory Committee / Foundation meeting

Town of Lamont Business:

Professional Development (Workshops & Conferences):

Lamont Functions and Events: