

# Council Package

March 9, 2021



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**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
March 9, 2021**

**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 February 23, 2021 Minutes**

**2. CLOSED SESSION**

**2.1. Hwy 15 Functional Planning Study**

*FOIP Section 24(1), Advice from Officials (advice, proposals, recommendations for or by a Public Body)*

**2.2. CAO Annual Performance Review**

*FOIP Section 17 - Disclosure Harmful to Personal Privacy*

*FOIP Section 19 (2)- Confidential information for employee evaluation*

**3. DELEGATIONS**

**4. CORRESPONDENCE**

**4.1. Communities in Bloom**

**4.2. Minister's Letter re: Provincial Budget 2021**

**4.3. Safe Roads Alberta - Justice Transformation Initiative**

**4.4. Letter from Crowsnest Pass to Minister of Justice & Solicitor General**

**4.5. Elk Island Public School Board Highlights**

**4.6. Municipal Governance FAQ**

**4.7. Minister's Award for Excellence**

**4.8. Lamont County Housing Foundation Minutes, January 25, 2021**

**4.9. Lamont Health Care Centre Board Minutes, January 28, 2021**

**5. NEW BUSINESS**

**5.1. Fort Air Partnership Portable Air Monitoring Station**

**5.2. Assessment Review Board Annual Appointments**

**5.3. Bylaw 03/21 Regional Emergency Management Partnership**

**6. REPORTS**

**6.1. Mayor and Council**

**6.2. CAO**

**6.3. Director, Operations & Infrastructure**

**6.4. Finance**

**6.5. Fire District**

**7. NOTICES OF MOTION**

**7.1. Community Enforcement Survey**

**8. ADJOURNMENT**



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
February 23, 2021  
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
Tyler Edworthy	Director, Operations & Infrastructure
Dawn Nielsen	Deputy CAO

**CALL TO ORDER AND RELATED BUSINESS**

**Call to Order: Mayor Skinner:** called the meeting to order at 7:00 p.m.

**Adoption of Agenda**

**MOTION: 33/21 Councillor Perrin:** That the Council Agenda be accepted as presented.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**Adoption of Minutes:**

a) Meeting Minutes – February 9, 2021 Minutes

**MOTION: 34/21 Councillor Koroluk:** That the Minutes of the February 9, 2021 Meeting be accepted as presented.

**CARRIED**

b) Special Council Meeting Minutes – February 17, 2021

**MOTION: 35/21 Councillor Taylor:** That the Minutes of the February 17, 2021 Special Meeting be accepted as presented.

**CARRIED**

**DELEGATIONS:** None.

**CORRESPONDENCE :**

- Alberta Online
- Municipal Governance FAQ – February 5, 2021

**MOTION: 36/21 Councillor Foulds:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS**

**Deputy Mayor Oath** – The Oath was administered for Deputy Mayor Harvey.

**Draft Resilient Rurals Regional Resilience Plan**

**MOTION: 37/21 Councillor Taylor:** That Council accept the information as presented.

**CARRIED**

**REPORTS**

**Council Reports:**

<b>Mayor Skinner</b>	Written report attached. Adding that it is nice to see things picking up with the relaxing of restrictions with COVID.
<b>Councillor Taylor</b>	Attended the Parks & Recreation meeting on February 8, 2021. Thanks to staff for getting the outdoor skating rink up and ready for residents. A special thank you to Corey Cholak for donating the light tower for the outdoor skating rink.
<b>Councillor Harvey</b>	No report.
<b>Councillor Perrin</b>	Attended the Parks & Recreation Meeting on February 8, 2021. Attended the Provincial Town Hall Meeting on February 4, 2021. Expressed gratitude towards the ice surface at the outdoor rink.

**Councillor Koroluk** No report.

**Councillor Foulds** No report.

**Staff Reports:**

Director, Operations and Infrastructure provided an update on the water break that occurred February 8, 2021.

**MOTION: 38/21 Councillor Harvey:** That Council accept the reports as presented.

**CARRIED**

**NOTICES OF MOTION:** Community Enforcement Survey – Councillor Harvey

**CLOSED SESSION:**

- **Intermunicipal Affairs**
  - *FOIP Section 21 (1) – Harmful to Intergovernmental Relations*
- **Advice from Officials**
  - *FOIP Section 24 – Advice from Officials*
- **CAO Annual Evaluation**
  - *FOIP Section 17 - Disclosure Harmful to Personal Privacy*
  - *FOIP Section 19 (2)- Confidential information for employee evaluation*

**MOTION: 39/21 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 Section 17, Section 19(2), Section 21(1) and Section 24 of the *Freedom of Information and Protection of Privacy Act* at 7:29 p.m.

**CARRIED**

**MOTION: 40/21 Councillor Taylor:** That Council revert to regular Council meeting session at 8:49 p.m.

**CARRIED**

**ADJOURNMENT:** Mayor Skinner adjourned the meeting at 8:51 p.m.

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Mayor

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Chief Administrative Officer

# CLOSED SESSION NOTICE

## **2.1 Hwy 15 Functional Planning Study**

- *FOIP Section 24(1), Advice from Officials (advice, proposals, recommendations for or by a Public Body)*

## **2.2 CAO Annual Evaluation**

- *FOIP Section 17 - Disclosure Harmful to Personal Privacy*
- *FOIP Section 19 (2)- Confidential information for employee evaluation*



**From:** [Steve Allan](#)  
**To:** [Christine Beveridge](#)  
**Subject:** Communities in Bloom Alberta Program and COVID Recovery  
**Date:** Friday, February 12, 2021 1:32:19 PM  
**Attachments:** [CIB Alberta 2021 Letter to Municipalities.pdf](#)

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February 12, 2021

Mayor Bill Skinner & Council  
Town of Lamont  
PO Bag 330  
Lamont, AB T0B 2R0

Dear Mayor Bill Skinner & Councillors,

**RE: Communities in Bloom Alberta Program and COVID Recovery**

The Communities in Bloom (CiB) program has been providing municipalities across Canada with community enhancement since 1975. Alberta Recreation and Parks Association (ARPA) has coordinated the provincial program in Alberta since 2006.

This past year has been especially hard for municipalities with communities across Alberta being impacted by not only the COVID pandemic but the downturn of the oil and gas economy. Your participation in the CiB Alberta program may be one of the highest impact and most economical investments that your municipality could make to sustain community engagement and lead your community through COVID recovery initiatives.

The Communities in Bloom Alberta program is a volunteer based program focused on providing expertise and support to communities of all sizes. The program is committed to enhancing and beautification of communities as well as mobilizing volunteers.

Please find attached a 2-pager outlining the many benefits that the Alberta Communities in Bloom program can provide to your community as we move into a recovery phase –from economic as well as social and mental health perspectives.

We will be hosting informational webinars over the coming weeks – [Feb 24 10-11 AM](#) and [March 10 10-11 AM](#). Click on the dates to register. These webinars will provide additional information on the CiB program and answer any questions you may have.

We know that the conflux of the COVID pandemic and the downturn in the economy has placed intense pressure on municipal budgets. We believe that the CIB Alberta program can offer your municipality a program that requires a small investment but can provide a high return on that investment from both economic, community enhancement and quality of life perspectives.

If you have any questions or are interested in learning more about this opportunity, please contact Karen Snethun, Communities in Bloom Alberta Coordinator at

[ksnethun@arpaonline.ca](mailto:ksnethun@arpaonline.ca) or (780) 909-7730.

Sincerely,



**Steve Allan**  
Executive Director  
Alberta Recreation and Parks Association  
(780) 644-4798  
[sallan@arpaonline.ca](mailto:sallan@arpaonline.ca)  
[www.arpaonline.ca](http://www.arpaonline.ca)



**ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.**



# Communities in Bloom Alberta

Presented by

**COMMUNITIES IN BLOOM ALBERTA & FORTIS ALBERTA**

*People, Plants, Pride...Growing Together!*

## Your Partner in Municipal COVID Recovery

Communities in Bloom (CiB) has been serving municipalities across Canada with successful Community Enhancement since 1975. Communities are now facing one of the most challenging times in recent history with the onset of COVID 19.

**Your participation in the CiB Alberta program may be one of the highest impact and most economical investments that your municipality could make to sustain community engagement and lead your community through your COVID recovery initiatives.**

A small investment (as little as \$400 for an Evaluated registration) will obtain the following benefits:

- Access to professional municipal sector judges who will communicate with and advise your staff and volunteers including Council and community stakeholders through an evaluation and report process on best practices in 7 key areas of your service delivery.
- Consulting, facilitation, and networking services valued at \$5,000 for smaller municipalities to \$30,000 in larger municipalities.
- Guidance and successful volunteer recruitment and management strategies.
- Volunteer training and recognition opportunities. Related to the above point.
- Cross-departmental staff engagement and synergy development supporting a common community-focused service delivery model.
- A template on how to celebrate and acknowledge staff and volunteers for their leadership and commitment to their community.
- Assessment of current service delivery as a benchmark against other similar sized municipalities complete with recommendations for improvements and sharing of sector proven solutions.
- Virtual and in person training, (where appropriate due to COVID-19) to assist, encourage and make the participation an enjoyable, productive and educational celebration of community successes.
- A means to rebuild a challenged volunteer base and foster a new sense of excitement for staff and volunteers as their services and actions are noticed and celebrated.

**COVID has placed intense pressure on Municipal budgets. That is why CiB Alberta is taking this proactive approach to offer your Municipality a program that may well be the smallest item in your budget yet bring the highest return on investment.**

**FORTIS  
ALBERTA**



ALBERTA

Alberta  
Recreation & Parks  
Association

At this crucial time in our Municipal history, please join us in providing your staff and volunteers this inexpensive and morale-boosting opportunity as part of your COVID Recovery plans.

CiB Alberta is planning a regular CiB program in 2021 (with slight adaptations where required in the event of COVID-19 restrictions). Since judging will be conducted in July and August 2021 and will take place outdoors, CiB Alberta will attempt to adjust aspects such as physically distancing, no indoor events, masks, etc. should these measures be required. We will also be hosting informational webinars over the coming weeks – [Feb 24 10-11 AM](#) and [March 10 10-11 AM](#). Click on the dates to register. These webinars will provide additional information on the CiB program and answer any questions you may have.

On behalf of our Alberta Recreation & Parks Association and Communities in Bloom Alberta, we hope you will include us in your plans to Celebrate, Educate and Support your valued staff and volunteers.

For more complete information please visit our website at <https://arpaonline.ca/program/cib>.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
Deputy Government House Leader  
MLA, Calgary-Hays*

Dear Chief Elected Officials:

I am writing to provide you with more information about Budget 2021, which my colleague, the Honourable Travis Toews, has tabled in the legislature. I would specifically like to provide you with details on the items in Municipal Affairs' Budget 2021 that affect municipalities the most.

To begin with, I am pleased to tell you that Municipal Affairs is investing more than \$1.7 billion overall to build stronger communities. Those funds will deliver important programs and services and will support effective governance and preserve public safety. I must also acknowledge that, as a result of several factors, including falling revenues and the ongoing costs of the COVID-19 pandemic, we need to reduce government spending in Alberta. Our goal is to do this while also continuing to provide significant infrastructure funding in the near term to support our economic recovery and help municipalities adjust to new levels of funding in future years.

Over the next three years, from 2021-24, as we all strive to live within our means, municipalities will receive about 25 per cent less in capital funding than they did in 2020-21. In real terms, that means Municipal Sustainability Initiative (MSI) capital funding will average \$722 million a year over that time. To support continued economic recovery and stimulus efforts, more of that funding will be made available up front, and less in subsequent years.

To help you adjust to a reduced average funding level, \$1.196 billion in MSI capital funding will be made available to municipalities and Metis Settlements in 2021, and \$485 million in each of the next two years. Additionally, municipalities and Metis Settlements will continue to receive the full \$30 million under the operating component of the MSI.

As you are aware, MSI was scheduled to conclude in 2021-22 and be replaced by legislated funding provided under the Local Government Fiscal Framework in subsequent years. Given the current circumstances and economic uncertainty, we are extending MSI for two years to stabilize provincial revenues before launching the Local Government Fiscal Framework in 2024-25. The baseline funding level for that first year of the LGFF will remain at \$722 million. We thank municipalities for understanding that this change was necessary to respond to the serious challenges we are all facing. The estimated 2021 MSI allocations are available on the program website.

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I am also pleased to advise you that Alberta expects to receive \$255 million in federal funding under the Gas Tax Fund (GTF). The estimated 2020 GTF allocations are available on the program website. Links to the program websites with the MSI and GTF allocations are provided in the transmittal e-mail accompanying this letter.

MSI and GTF program funding is subject to the Legislative Assembly's approval of Budget 2021. Individual allocations and 2021 funding are subject to ministerial authorization under the respective program guidelines. Federal GTF funding is also subject to confirmation by the Government of Canada. You should expect to receive letters confirming MSI and GTF funding commitments in April.

To help municipalities respond to the requirements of the *Alberta Senate Election Act* and *Referendum Act*, our government is making \$10 million available to support costs associated with operating Senate nominee elections and referendums in conjunction with local elections. This funding will be available under the Alberta Community Partnership program, increasing the total program budget to \$25.4 million.

I am happy to say that funding to support local public library boards will remain stable, helping those groups provide a vital resource to residents through this especially trying time. I am also pleased to report that, due to some great work from our staff at the Surface Rights Board to reduce the backlog of landowner claims, we will be able to save \$600,000 in our yearly operating expenses.

This has not been, by any means, an easy time for Albertans. We understand the challenges that communities will continue to face in the months and years ahead. We remain committed to providing sustainable levels of capital funding to support critical local infrastructure, promote economic development, and enable local governments to continue to deliver the programs and services that Albertans depend on.

As Albertans, we are no strangers to adversity. We have overcome challenges in the past and we will continue to do so. I look forward to working with all of you to ensure that Alberta overcomes today's challenges and shares in a bright and prosperous future together.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is stylized and cursive.

Ric McIver  
Minister

# SafeRoads Alberta

## Freeing up police and courts to make Alberta safer

The Justice Transformation Initiative (JTI) is tasked with restoring justice system capacity, improving public safety, and enhancing accessibility for Albertans.

On December 1, 2020, the *Provincial Administrative Penalties Act* came into force paving the way for a simplified, accessible and swift system for the enforcement of many provincial regulatory matters through administrative penalties. This act introduced the enhanced Immediate Roadside Sanctions program with serious, immediate and escalating consequences for all impaired drivers. It also created SafeRoads Alberta, an administrative system that has been proven to significantly reduce impaired driving in other jurisdictions. Under this new model, non-criminally-charged drivers can quickly and easily review their tickets online and have their matter completed within 30 days.

### What is next for the Justice Transformation Initiative?

In late 2021, SafeRoads Alberta will be expanded to resolve most other *Traffic Safety Act* contraventions, excluding serious matters like those that result in bodily harm or death, removing approximately 2 million tickets from Alberta's court system. This will free up more than 30,000 hours of law enforcement officer time – ensuring police are on the streets protecting Albertans and communities.

In addition, the JTI will coordinate the provincial adoption of electronic issuance for all administrative penalties.

This phase of the project will not include other regulatory matters, or bylaw enforcement at this time.

### What does this mean for municipalities?

Law enforcement agencies and authorized employers will be required to adhere to the electronic issuance requirement of these administrative penalties. While some agencies have the ability to issue tickets electronically, administrative penalties are issued and information collected through APIS, the Administrative Penalties Information System, and no longer JOIN. There will be no paper issuance of administrative penalties accepted.

Nothing will change when it comes to the distribution of fine revenue to municipalities, Fine revenue will continue to be distributed to the municipalities in the same way they are for tickets today.

Automated Traffic Enforcement will be included in the administrative penalties, and as such, it is critical for conversations to begin with these vendors to ensure a smooth transition from the current data collection model to what will be required in the future.

Conversations continue with law enforcement agencies and authorized employers on these changes.

To find out more information, please visit [SafeRoads Alberta](https://www.saferoads.com).

### Contact

SafeRoads Alberta: [saferoads@gov.ab.ca](mailto:saferoads@gov.ab.ca)



March 1, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister,

**Re: President's Summit on Policing**

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On behalf of the Council of the Municipality of Crowsnest Pass, I am writing concerning the recent President's Summit on Policing. Our Council does not support The Province of Alberta's initiative to replace the RCMP with an Alberta Provincial Police force.

We do not understand why the Province would forge ahead with this process when the Fair Deal Panel survey results clearly showed that 65% of respondents did not support this idea. These are tangible results from a provincial survey which need to be recognized by the Province as a negative response, and a clear indicator by the people of this Province that the majority is not in favor of a Provincial Police Force.

The staggering costs to implement an initiative of this nature, should be enough of a deterrent to even consider proceeding. Municipalities across this Province are struggling to determine how they will absorb the costs for the existing Police Funding Model and should not be expected to consider facing additional expenses for an initiative that is unwanted and appears to have no ceiling where potential costs are concerned.



Finally, we would like to reiterate that the Municipality of Crowsnest Pass is pleased with the level of service provided through our local RCMP. We cannot presume to speak for other communities in Alberta, however we find that the unique circumstances due to our location has fostered highly collaborative relationships between the detachments serving southeastern British Columbia and those serving our neighboring communities in southwestern Alberta. We cannot foresee that the dollars invested would result in an increased level of policing over and above the service we receive now.

We respectfully request that you reconsider replacing the RCMP with an Alberta Provincial Police Force and consider working with the RCMP to improve the service where required.

Sincerely,



Mayor Blair Painter  
Municipality of Crowsnest Pass  
403-563-0700  
[blair.painter@crowsnestpass.com](mailto:blair.painter@crowsnestpass.com)

cc: RMA Membership  
AUMA Membership

FEB. 18, 2021



## Chair's Report

### RECENT EVENTS

Board Chair Trina Boymook highlighted recent events:

- On January 22, Chair Boymook met virtually with Jordan Walker, the member of the legislative assembly of Alberta for Sherwood Park. The two discussed the recent Sherwood Park Value Scoping Session, the recommendation to combine Sherwood Heights Junior High and École Campbelltown into a new kindergarten to Grade 9 school, and the Division's response to COVID-19.
- On February 4, Chair Boymook took part in a virtual Partners in Education session, hosted by the Alberta Teachers' Association (ATA). She thoroughly enjoyed keynote speaker Shelley Moore, a renowned expert on effective practices of inclusion, special education, curriculum and professional learning. Chair Boymook thanked Deneen Zielke, the President of the ATA Local No. 28, for the invitation.
- On February 8, Chair Boymook and Advocacy Committee trustees took part in the Alberta School Boards Association (ASBA) Advocacy Leadership Academy. Topics discussed: how to enhance lobbying and advocacy efforts, ASBA's advocacy strategy and lobbying strategy, the municipal election, changes to the *Local Authorities Election Act*, and planning for a COVID-19 recovery stage.

## Association and Local Reports

### ASBA ZONE 2/3 REPORT

Vice-Chair Colleen Holowaychuck attended a virtual Alberta School Boards Association (ASBA) Zone 2/3 meeting on Jan. 29, 2021. Highlights include:

- Two professional learning sessions: social media use and ASBA's co-ordinated approach to communication.
- A discussion about action items to enhance communication between ASBA zones and boards.
- ASBA added the Edmonton Regional Learning Consortium to its committee representative list.
- The meeting included the first callout for ABAS's Fall General Meeting proposed position statements.
- The deadline for the Edwin Parr Teacher Award is March 19, 2021.

### ATA LOCAL REPORT

The Board received for information the Alberta Teachers' Association (ATA) Local No. 28 report from President Deneen Zielke:

- On February 4-5, the ATA hosted its virtual North Central Teachers' Convention, which included a Partners in Education session with keynote speaker Shelley Moore. Zielke thanked the Board and the Committee of School Council Chair (COSC) for attending.
- On February 6, Zielke attended the ATA Local President's meeting. It's clear from survey data the pandemic has taken a toll on teachers—both mentally and physically. The stress will continue to worsen without a commitment from the province about vaccinating school staff.
- The ATA and teachers are concerned about the province's new curriculum, specifically the change in focus and credentials of those overseeing it. The extensive changes also have significant budget and time-commitment implications—already in short supply.
- Despite the challenges, educators continue to learn new strategies and technologies to ensure students are both safe and engaged.

## New Business

### LAMONT COUNTY ATTENDANCE BOUNDARIES: JUNIOR HIGH AND SENIOR HIGH

The Board approved three motions about Lamont County's junior high and senior high attendance boundaries:

- "students residing west of Highway 855 and Township Road 164, including all those within the Village of Andrew limits, are designated to attend Lamont High;"
- "students residing east of Highway 855 and Township Road 164, excluding those within the Village of Andrew limits, are designated to attend Vegreville Composite High;" and
- "that the Board of Trustees grandfather those students and their siblings who reside within the amended area, who wish to continue at Lamont High."

### 2021 ASCA CONFERENCE AND AGM: REGISTRATION SPONSORSHIP

The Board approved sponsoring the registration fees for school council members to take part in the 2021 Albert School Councils' Association (ASCA) Conference and Annual General Meeting on April 23-25. The Board will fund the cost of one registration fee per EIPS school—up to a maximum of 15 registrants.

### THREE-YEAR CAPITAL PLAN: 2022-25

The Board approved EIPS' 2022-25 Three-Year Capital Plan. Annually, the Board reviews and updates the plan to prioritize its key capital projects. The top three capital priorities for the Division are:

*Priority 1:* A replacement school for Sherwood Heights Junior High and École Campbelltown (grades K-9).

*Priority 2:* A replacement school for Rudolph Hennig Junior High and Fort Saskatchewan High (grades 7-12).

*Priority 3:* A replacement school for James Mowat Elementary (grades K-6).

Now approved, the Division will submit the Three-Year Capital Plan to the province for funding consideration.

### BORROWING RESOLUTION: 2020-21

The Board approved the Division's borrowing resolution to meet expenditures during the 2020-21 school year. Annually, the Division submits a borrowing resolution to the Bank of Montreal to support the credit-facility agreements in place.

## Committee Report

### STUDENT EXPULSION COMMITTEE

The Board received for information a report from the Student Expulsion Committee, which held two hearings on Jan. 27, 2021.

### POLICY COMMITTEE

The Board received for information a report about the Policy Committee meeting held on Feb. 9, 2021. The committee reviewed several Board policies. Three policies will come forward for review at the Caucus meeting in March.

### ADVOCACY COMMITTEE

The Board received for information a report about the Advocacy Committee meeting held on Feb. 17, 2021. Topics discussed: work completed to date, the ASBA Advocacy Academy session, and the Academy strategies the committee wants to consider. The committee's also launching a new quarterly newsletter, featuring various articles about the Division, what's new, the work of the Board and the value of public education. The audience: locally elected officials, industry partners, community partners and the local chambers of commerce.



## Trustee Reports Roundtable

Trustees shared information and highlighted recent events:

- **Vice-Chair Colleen Holowaychuk** attended the February COSC meeting and virtual school council meetings. She also thanked Deneen Zielke, the President of the ATA Local No. 28, for the invitation to the Partners in Education session.
- **Trustee Randy Footz** attended the February COSC meeting and A.L. Horton’s virtual school council meeting—it was nice to have Superintendent Liguori attend. He also informed trustees Vegreville Composite High’s school council now has a full executive team.
- **Trustee Skip Gordon** attended the February COSC meeting and virtual school council meetings.
- **Trustee Annette Hubick** attended the ATA’s Partners in Education session, the February COSC meeting and three school council meetings—Mills Haven Elementary, Brentwood Elementary and Salisbury Composite High. The meetings all included discussions about school fees for the upcoming school year. She also attended three professional learning sessions on a range of topics—how the assurance framework impacts the school council and trustee relationship, advocacy and learning disabilities.
- **Trustee Don Irwin** attended the February COSC meeting and five virtual school council meetings. Other meetings and events include the ATA’s Partners in Education session, ASBA’s Professional Development Day, a board meeting for the Logos Christian program, and the Advocacy Committee meeting.
- **Trustee Jim Seutter** attended two virtual school council meetings at Lakeland Ridge and Heritage Hills Elementary.
- **Trustee Harvey Stadnick** attended the February COSC meeting and two virtual school council meetings at Rudolph Hennig Junior High and Fort Saskatchewan Christian.

## Board Members

Trina Boymook, *Chair* | Colleen Holowaychuk, *Vice-Chair* | Randy Footz | William (Skip) Gordon | Annette Hubick | Don Irwin | Jim Seutter | Harvey Stadnick | Heather Wall

FOR MORE INFORMATION CONTACT:

**Trina Boymook**, *Board Chair* | P 780 417 8101

**Laura McNabb**, *Director, Communication Services* | P 780 417 8204

[www.eips.ca](http://www.eips.ca) | Twitter: [@eips](https://twitter.com/eips) | Facebook: [elkislandpublicschools](https://www.facebook.com/elkislandpublicschools)

# Municipal Governance

## During the COVID-19 Pandemic

Frequently Asked Questions – February 19, 2021

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While we continue to navigate the ever-evolving COVID-19 pandemic together, Municipal Affairs remains committed to issuing regular updates to address frequently asked questions and provide new information or resources as they become available. For the most up-to-date information on the COVID-19 situation in Alberta, visit [alberta.ca/COVID19](https://alberta.ca/COVID19).

If you would like a specific issue addressed in an upcoming update, please email your request to [ma.lgsmail@gov.ab.ca](mailto:ma.lgsmail@gov.ab.ca).

### Municipal Affairs Updates

Previous COVID-19 updates are available online at: [www.alberta.ca/municipal-government-resources.aspx](https://www.alberta.ca/municipal-government-resources.aspx)

## Public Health Order

**Are Community Peace Officers still authorized to enforce provisions contained in the COVID-19 orders?**

**YES.** There is still a state of public health emergency in the province, and mandatory, province-wide restrictions remain in effect to protect the health system and slow the spread of COVID-19. The intention is to allow the network of enforcement officials, including community peace officers, to continue to enforce the orders in place.

## Path Forward

**Details on when restrictions may be lifted would help municipalities make longer-term decisions about opening facilities and program planning. Can additional details be included in each stage?**

**YES.** The Path Forward is intended as a roadmap for how restrictions will be eased in steps in a safe manner in the coming months.

These steps are intended to take a slow and steady approach to opening. As the Path Forward continues, more details will be shared for each step. Moving between steps will happen at least three weeks apart to assess the impact on cases.

## Elections

**Can municipalities use community centres/halls for election activities?**

**YES.** Community halls are closed for general use. [Order 2-2021](#) provides an exception for election activities.

This order provides some exceptions for activities to continue in community halls because it is in the interest of the community for them to continue and there may not be other appropriate venues for these activities.

## Municipal Facilities

### Can municipalities rent out community centres to faith or support groups?

**YES.** Renting community centres to faith groups is permitted. The intent is to allow faith groups who do not have their own building to continue to operate. The current order ([Order 2-2021](#)) also allows mutual support groups to take place in community halls, provided they follow all public health measures.

### Can an indoor arena be used as an off-site facility to support curriculum-related educational activities?

**YES.** K-12 and post-secondary institutions are allowed to use off-site facilities, such as an arena, to support curriculum-related activities.

### Are practices for school sports/teams/groups allowed outside of regular school hours?

**YES.** School hours are not a limiting factor for children's school-related indoor and outdoor sports and performance.

### Are municipalities obligated to make their facilities available to school groups and/or academies?

**NO.** Municipalities are in a position to determine the best use of their facilities; therefore, municipalities can decide whether or not their facilities will be available to school groups.

### Can municipalities rent out a municipal arena or pool to a household for a one hour period each household?

**YES.** Individual families are able to privately rent out a facility (e.g. rink, pool), provided they are the only ones at the facility. The facilities would be expected to have appropriate safety and cleaning [protocols](#) in place.

## Municipal Advisory Services

If you have further questions, please call:

780-427-2225 (toll-free by first dialing 310-0000) or email: [ma.lgsmail@gov.ab.ca](mailto:ma.lgsmail@gov.ab.ca)

### Some team-based sport groups have requested to use a divider curtain to split into groups of 10 per surface. For example, a curtain divider splitting a soccer field or arena into two halves with 10 on each side. Can facilities be divided to allow for more than one group of 10 at one time?

**YES.** As long as there is three metres of distance between the two different groups, whether it's a common ice surface or a swimming pool, you can have multiple groups at the same time. Physical distance must be maintained at all times.

The entrances and exits may require staggering. There are no set capacity limits. Capacity limits will be determined by the size of location and ability to adhere to the physical distancing requirements.

### Are minor hockey associations able to rent a facility to teams?

**YES.** Arenas can be rented for practice and training sessions, but games are not permitted. This activity is permitted if there are a maximum of 20 skaters (players under 18 and coaches). Rules around facilitating practices are up to the association.

### Can there be spectators in facilities for youth practices or can parents remain in our facilities to watch their children train?

**NO.** There can be no spectators. Parents or caregivers may not stay for training. If required for youth safety purposes, a chaperone may be present, but must not be involved in training and must be distanced at least three metres away from the training group.

**In order to reopen pools and aquatic centres, lifeguards must be sufficiently trained and all certifications need to be current prior to a guard being present on the pool deck. Given COVID-19 lifeguard certifications have expired, can we proceed with recertification under the current restrictions?**

**YES.** Alberta Health has not put specific limits on the number of participants in this type of situation, provided that appropriate distancing can be maintained.

## General Questions

**Do the former relaunch guidance documents still apply or will the “Path Forward” documents replace those guideline documents on BizConnect?**

**YES.** Current, guidance documents continue to apply. Where there are additional measures or specifics in the Path Forward, the Government of Alberta is working with those specific industries to provide more information and clarity.

For the most up-to-date information on the COVID-19 situation in Alberta, visit: [www.alberta.ca/COVID19](http://www.alberta.ca/COVID19).

## Helpful Links

For up-to-date information on vaccine distribution, visit: <https://www.alberta.ca/covid19-vaccine.aspx>.

Variant numbers are now being updated a twice a week. For up-to-date information on the variants within Alberta, visit: <https://www.alberta.ca/covid-19-alberta-data.aspx#jumplinks-1>

## Additional Resources

The Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA) continue to be a valuable resource for municipalities.

RMA's COVID-19 response hub is available at: <https://rmaalberta.com/about/covid-19-response-hub>.

AUMA's updated guide is available at: [www.auma.ca/covid19](http://www.auma.ca/covid19).

The Federation of Canadian Municipalities also has a list of links and resources for municipalities available at: [www.fcm.ca/en/resources/covid-19-resources-municipalities](http://www.fcm.ca/en/resources/covid-19-resources-municipalities).

For the most up-to-date information on the COVID-19 situation in Alberta, visit: [www.alberta.ca/COVID19](http://www.alberta.ca/COVID19).

### Alberta Biz Connect

Alberta Biz Connect provides workplace guidance and support to businesses and non-profits. The online tool also provides sector-specific guidelines to ensure businesses can reopen safely during the COVID-19 pandemic. Businesses with questions regarding the relaunch can [email the Biz Connect team](#). Common questions are also posted [online](#).



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
Deputy Government House Leader  
MLA, Calgary-Hays*

AR104150

Dear Chief Elected Official:

I am pleased to invite your municipality to provide submissions for the 20<sup>th</sup> annual Minister's Awards for Municipal Excellence, which formally recognize excellence in local government practices and promotes knowledge-sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments across Alberta.

For the 2021 program, submissions will be accepted in the following categories:

***Partnership (open to all municipalities)***

Award will be given for a leading municipal practice involving regional co-operation. This could involve consultation, co-ordination, and co-operation with other municipalities, agencies, non-profit organizations, community groups, and other orders of government. Submissions may be joint or individual, and consideration will be given to partnerships with formal agreements that ensure continuing co-operation and shared benefits.

***Building Economic Strength (open to all municipalities)***

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

***Service Delivery Innovation (open to all municipalities)***

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through an alternate delivery approach.

***Enhancing Community Safety (open to all municipalities)***

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.

***Smaller Municipalities (open to municipalities with populations less than 5,000)***

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

.../2



Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal Excellence website at [www.alberta.ca/ministers-awards-for-municipal-excellence.aspx](http://www.alberta.ca/ministers-awards-for-municipal-excellence.aspx). The deadline for submission is March 31, 2021.

Should you have any questions regarding this program, please contact the Municipal Excellence Team, at 780-427-2225 or [municipalexcellence@gov.ab.ca](mailto:municipalexcellence@gov.ab.ca).

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,

Ric McIver  
Minister

**LAMONT COUNTY HOUSING FOUNDATION**

**Summary**

**Regular Meeting of the Board of Directors**

**Date: Monday, January 25<sup>th</sup>, 2021**



**1.0 Call to Order**

The regular meeting of the Board of Directors of the Lamont County Housing Foundation was held via ZOOM due to the declared COVID-19 Pandemic.

The meeting was called to order by Chairman Bill Skinner at 7:04 p.m. Eleven (11) persons dialed via ZOOM.

**2.0 Approval of Agenda and Minutes**

The proposed agenda, together with the minutes of the last meeting (November 30<sup>th</sup>, 2020) were reviewed and approved as corrected.

**3.0 Highlights of the meeting discussion included:**

- i. **Update re: COVID-19**  
Mr. Bharmal reviewed COVID-19 precautions and restrictions within the Foundation.
- ii. **Update: Andrew SCU - Parking**  
Mr. Bharmal noted that his matter was taken care of.
- iii. **Update: Staff Long Service Awards**  
Mr. Bharmal informed members that HR will compile the names of Staff Long Service Awards and the Awards will be presented to Staff by Managers.  
He also reported that the jackets and the Visa Gift Cards that were presented to Staff on the Board's behalf were very much appreciated by the Staff.
- iv. **Update re: Mundare Duplex Project**  
Mr. Bharmal reviewed his discussions with Alberta Seniors & Housing regarding the Mundare Duplex Project.  
He was advised that the Contractor contact the Housing Advisor to discuss the proposal further.
- v. **Board Committee and Lodge Managers' Reports**  
Various Board Committee members and Managers presented their reports on the operations and management of the Lodges and Self-Contained Units.  
The reports presented the following highlights for discussion:
  - Various Christmas gifts presented to Residents
  - Occupancy
  - Maintenance
  - Recreation
  - Policies and Procedures.

3.0 **Highlights – continued ..**

vi. **Accounts Payables and Revenue & Expenditure Statements**

Accounts Payables for the period ending January 22<sup>nd</sup>, 2021 and Revenue & Expenditure Statements for the periods ending December 31<sup>st</sup>, 2020 were reviewed and accepted as presented for information.

4.0 **Next Meeting**

The next meeting will be held via Teleconference/Zoom on Monday, March 29<sup>th</sup>, 2021, commencing at 7:00 p.m.

5.0 **Adjournment**

There being no other business, the meeting was adjourned at 8:35 p.m.

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

/ds

**LAMONT HEALTH CARE CENTRE**

**Summary  
Minutes of the Regular Board Meeting  
Date: Thursday, January 28, 2021**



**1.0 Call to Order**

Chairman Kent Harrold extended a warm welcome to members and to guests (2 ATB Financial Representatives) and called the meeting to order at 8:33 a.m.

Two members were in attendance in the Board Room; seven members and the 2 guests attended via ZOOM.

**2.0 Prayer/Reflection**

A prayer/reflection was offered by Rev. Debbie Brill.

**3.0 Approval of Agenda**

The proposed agenda was reviewed and approved with no changes.

**4.0 Community Involvement**

Following a presentation to the Board on services offered by ATB Financial; guests, an ATB Relationship Manager and an ATB Business Solutions Expert, were thanked for their presentation and excused from the meeting.

**5.0 Approval of Minutes**

Minutes of the last meeting (December 21<sup>st</sup>, 2020) were reviewed and approved as corrected.

**6.0 Highlights of the meeting included discussion on the following items:**

**i. Update re: 'Faithful Footprints' Grant**

The 'Faithful Footprints' Grant application is in the process of being completed for submission.

**ii. COVID-19**

Mr. Bharmal reviewed COVID-19 precautions and restrictions within LHCC and noted that daily updates/changes are being implemented.

**6.0 Highlights - continued ..**

**iii. ASLI Grant/LTC Replacement**

Members are continuing their review of the ASLI Grant and replacement of LTC.

**iv. LHCC Logo**

The LHCC Logo continues to be a work in progress.

**v. Staff Services Recognition Awards**

One Award remains to be presented.

**vi. Presentation of Reports**

Reports from the Executive Director, Medical Staff Committee and Board Committees were presented for information.

These reports presented the following highlights for discussion:

- Associate Medical Staff membership and privileges approved to Dr. Muhammad Alam for a 6 month period effective January 4<sup>th</sup>, 2021
- Approval of Locum Privileges for the calendar year 2021
- Accountant starting on February 16<sup>th</sup>, 2021
- Capital Purchases 2020/2021
- AHS Update.

**7.0 Next Meeting**

The next Board meeting will be held on Thursday, February 25<sup>th</sup>, 2021, commencing at 8:30 a.m.

**8.0 Adjournment**

There being no other business, the meeting was adjourned at 1:43 p.m.

/ds

A handwritten signature in black ink, consisting of a stylized, cursive script that is difficult to decipher but appears to be a personal name.



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 5.1

**COUNCIL MEETING DATE:**  
March 9, 2021

## ITEM DESCRIPTION OR TITLE

**Fort Air Partnership Portable Air Monitoring Station**

## RECOMMENDATION

That Council direct Administration to enter into a lease agreement with Fort Air Partnership to install a temporary air monitoring station at 4844-49 Street (formerly Lamont Tennis Court) that will be evaluated for the duration of one year.

## BACKGROUND

The Fort Air Partnership role is to monitor air quality in populated areas to communicate and educate the public stakeholders on the results, this includes the Air Quality Health Index. Fort Air Partnership currently operates a network of 9 fixed stations 1 portable station and 16 passive sites in a boundary of 4500 square kilometers.

The Town of Lamont was selected as a potential site for the portable air monitoring station that would create an awareness of air quality in the community and provide educational and participation opportunities for residents and students. The Tennis Court was previously used for equipment and materials storage for the Town; however it was found that site was not ideal for storage given it's proximity to the highway. In late 2020, the Town discontinued the use of this area for storage of equipment and materials.

The closest continuous air monitoring station to the Town of Lamont is located 6 km away in Lamont County. This station is not currently in a populated area and is set to be replaced in 2022. Therefore, Fort Air Partnership is proposing to locate the portable station in the Town of Lamont and do a 12 – month comparison between the 2 air monitoring stations.

Once the 12-month comparison is complete, the Fort Air Partnership may decommission the Lamont County station and may request a permanent air monitoring station in the Town of Lamont.

## COMMUNICATIONS

Communicate Councils decision to the Fort Air Partnership.  
Enter into a lease agreement with the Fort Air Partnership.

## IMPLICATIONS OF DECISION

Educational opportunities for residents and school students.  
Would have consistent air quality monitoring in the community.



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

**FINANCIAL IMPLICATIONS**

There would be no financial impacts to the Town of Lamont, all cost associated with this project will be at the expense of the Fort Air Partnership.

**POLICY AND/OR LEGISLATIVE REFERENCES**

N/A

**ATTACHMENTS**

1. Fort Air Partnership Presentation from January 12, 2021
2. Fort Air Partnership Portable Station Project description and siting requirements
3. Fort Air Partnership Station Siting Requirements
4. Fort Air Partnership Lease Template

Report Prepared By: Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO:

# FORT AIR PARTNERSHIP

## Town of Lamont

January 12, 2020



FORT AIR PARTNERSHIP

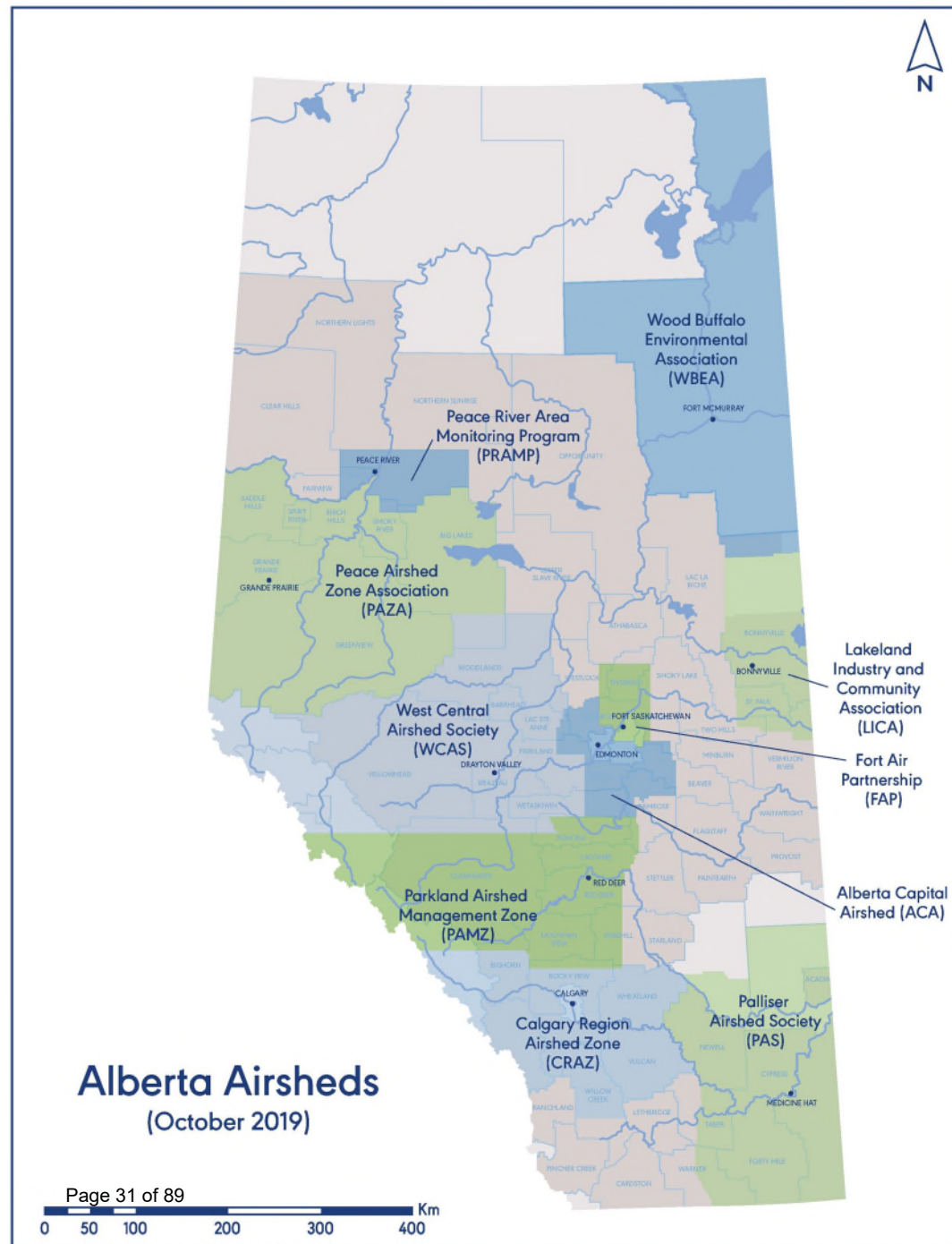
*We Monitor the Air You Breathe*



# Alberta Air Quality Monitoring:

10 Airsheds operate 83 continuous air monitoring stations across Alberta.

[What is an Airshed Video](#)



# Fort Air Partnership

- Independent, transparent, non-profit, multi-stakeholder organization. Established in 1997.
- *Mission: Operate a regional network to monitor and report on credible and comprehensive ambient air quality information.*
- Funded by industry, province and municipalities.



# FAP Roles



- Monitor air quality where people live.
- Communicate air quality results to the public and stakeholders.  
Data is used to:
  - Compare to Alberta Ambient Air Quality Objectives and report exceedances
  - Make decisions on managing air quality
  - Calculate the Air Quality Health Index
- Educate the public and stakeholders about air quality and actions and activities that can impact air quality.
- Collaborate with others.



# Education and Outreach

- Community involvement at local events
- School Curriculum Program
- Life in the Heartland
- Air Quality Fact Sheets
- Weekly, Quarterly and Annual Air Quality reports
- [Station Tour Video](#)



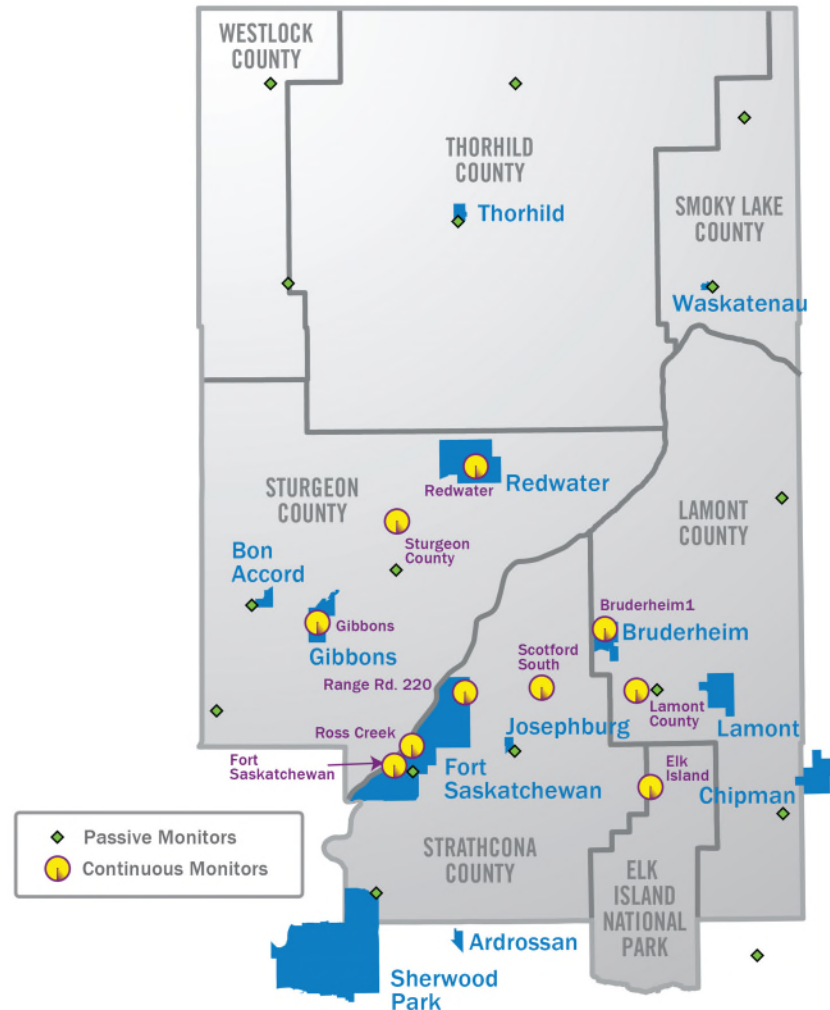
# FAP Network

**Boundary:** 4500 km<sup>2</sup>

## Monitoring Sites:

- 9 fixed continuous stations
- 1 portable station
- 16 passive sites

## AIR MONITORING NETWORK



# Continuous Monitoring

- Measure 19 substances and weather conditions
- Operate 24 hours a day, 7 days a week
- Provide real time data
- Report exceedances
- Provide data for Air Quality Health Index calculation



# Passive Monitors



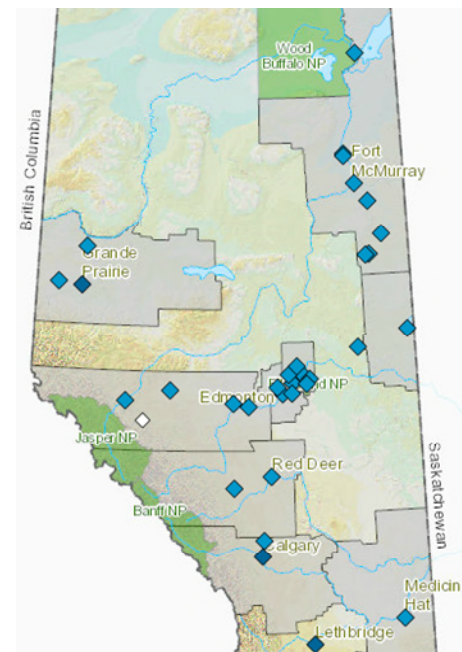
- Measure two substances, monthly average
- Qualitative indicators to determine trends and future monitoring



# Air Quality Metrics

## Air Quality Health Index (AQHI)

- Informs the public about current or predicted air quality conditions.
- *Not* used to determine long-term trends in air quality or to take management actions.
- Measures pollutants known to affect health: Ozone, Fine Particulate Matter (PM<sub>2.5</sub>), Nitrogen Dioxide, Carbon Monoxide, Sulphur Dioxide, Hydrogen Sulphide.





# 2020 AQHI results for FAP



FAP - 2020		Risk Level (% of time)			
Station Name	Hours Monitored	Low	Moderate	High	Very High
Bruderheim	8459	94.60%	5.38%	0.02%	0.00%
Elk Island	8374	98.39%	1.61%	0.00%	0.00%
Fort Saskatchewan	8101	94.32%	5.58%	0.10%	0.00%
Gibbons	8407	92.24%	7.71%	0.05%	0.00%
Lamont County	8428	98.28%	1.72%	0.00%	0.00%
Redwater	8217	97.70%	2.30%	0.00%	0.00%
Chipman*	3543	97.21%	2.79%	0.00%	0.00%
Sturgeon County**	3500	98.91%	1.03%	0.06%	0.00%
<b>Total hours</b>	<b>57029</b>	<b>54854</b>	<b>2159</b>	<b>16</b>	<b>0</b>

\*The portable station operated at Chipman from January 1 to May 31, 2020.

\*\*The portable station operated at the Sturgeon County from July 1 to December 31, 2020.

# Portable Air Monitoring Station

## Description

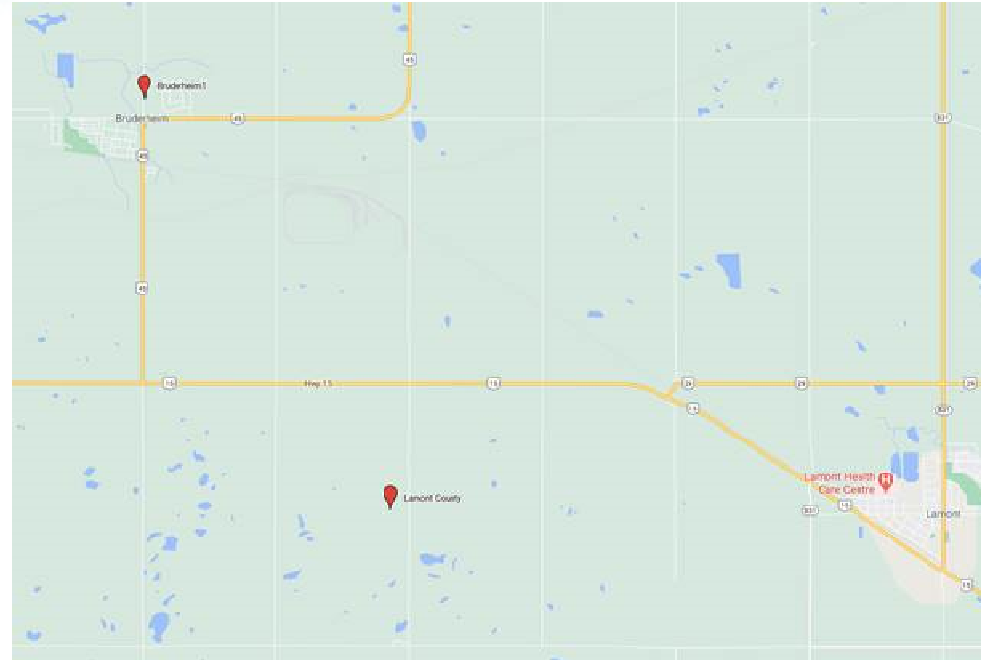
- Used to monitor air quality in areas of the FAP region previously underserved, as well as respond to emerging issues.
- It is equipped to measure substances required to calculate the Air Quality Health Index (AQHI):
  - oxides of nitrogen (NO/NO<sub>x</sub>/NO<sub>2</sub>)
  - ozone (O<sub>3</sub>)
  - fine particulate matter (PM<sub>2.5</sub>)
  - sulphur dioxide (SO<sub>2</sub>)
  - hydrogen sulphide (H<sub>2</sub>S)
  - non-methane hydrocarbons (NMHC)
  - meteorological parameters



# Portable Air Monitoring Station Town of Lamont Project



- Currently FAP operates a continuous air monitoring station in Lamont County, approximately 6km from the Town of Lamont.
- The Town of Lamont was selected as a site for the Portable Station since it is a populated area in the FAP region with no current continuous monitoring station. There is also a possibility that when the Lamont County station is set to be replaced in 2022 FAP will decide to relocate it to the Town of Lamont.
- Therefore the proposed project is a 12-month comparison between the Portable Station in the Town of Lamont with current Lamont County station.



# Portable Air Monitoring Station Data Use



- At the end of the project, a summary report will be developed. Data collected by the portable station will also be shared as follows:

fortair.org

- Near-real-time live data (un-validated) and hourly AQHI values:

- FAP Live Data Site:  
<http://data.fortair.org/fortair.php>
- Alberta Government Real-time Data Site:  
<http://airquality.alberta.ca/map/>



- Validated historical data, suitable for use in analysis and reports, is available from the Alberta Government air data warehouse at:  
<http://airdata.alberta.ca/>

# Additional Information:



## At **fortair.org**:

- Access air quality monitoring news and information
- Sign up for FAP's e-bulletin
- Download the AQHI app

- Ambient Air Data Warehouse: <http://airdata.alberta.ca/>
- AEP Energy and Environmental Response Hotline: [1-800-222-6514](tel:1-800-222-6514)

**Thank you**

**Questions?**

**Contact:**

***Nadine Blaney***

***FAP Executive Director***

**[nadine.blaney@fortairmail.org](mailto:nadine.blaney@fortairmail.org)**



## FAP Portable Station Project Description and Siting Requirements

Fort Air Partnership owns a portable ambient air quality monitoring station. The portable station is used around the region to monitor air quality in areas previously underserved, as well as respond to emerging issues. The portable station is equipped to measure the substances required to calculate the Air Quality Health Index (AQHI) including oxides of nitrogen (NO/NO<sub>x</sub>/NO<sub>2</sub>), ozone (O<sub>3</sub>), fine particulate matter (PM<sub>2.5</sub>), sulphur dioxide (SO<sub>2</sub>) and hydrogen sulphide (H<sub>2</sub>S), along with meteorological parameters including wind speed, wind direction, ambient temperature and relative humidity. Additional parameters, such as non-methane hydrocarbons (NMHC) can be added to the portable station depending on the specific issue or air quality monitoring need.

FAP has developed a Portable Site Selection Process used to rank prospective sites for the portable. The portable station will be re-located every 6 months to a new site as per decisions made using the site selection process.

### Site Requirements

- The portable monitoring station is a wheeled trailer 8 feet wide x 14 feet long x 10 feet high
- Approximate area required for the trailer is at least 30 feet by 40 feet plus a small parking area.
- Temporary fencing may be erected depending on where the portable is located.
- Direct vehicle access to the trailer must be available.
- Driveway approximately 50 feet by 30 feet depending on site particulars (ideally with enough room for vehicle to turn around so backing out onto the road is not necessary).
- A 10 meter retractable mast/tower will be erected as well. No guy wires are required for the tower.
- Site visits will include the following:
  - o 1 pickup truck visit per week.

- Possibly a few more frequent visits in quick succession if repairs are being done.
- There may be 2 trucks or vehicles on the site very occasionally.
- Year round 24/7 access must be available. Snow clearing and weed trimming will be required (organized and paid for by FAP).
- Site Services requirements include the following (all costs to be covered by FAP):
  - 220VAC minimum 60-amp power service required. This can be either a twist-lock receptacle or hardwired. The receptacle and electrical infrastructure could be left behind at the site owner's discretion.
  - No natural gas or water service needed.

## Cost and Timing

All costs of installing and operating the portable station will be covered by FAP. Estimated duration of station placement at any one site is 6 months.

## Communications

FAP considers it important to communicate the purpose of our organization and the portable station with stakeholders and residents. If the portable is located in a community FAP would offer local school(s) a tour of the station, along with an overview of what FAP does, and general information about air quality, its impacts and monitoring. This could be at the station or in classroom.

To reach out to local residents FAP would also like to work with your Town/Municipality to organize an open house/station tour and/or presentation to Council.

## Data Reporting

At the end of the project, a summary report/presentation will be completed. Data collected by the portable station will also be shared as follows:

- Near-real-time live data feed for un-validated data is accessible to the public at <http://data.fortair.org/fortair.php>
- Live, un-validated data is also reported hourly to the Alberta Government and retained for one year on the real-time website at: <http://airquality.alberta.ca/map/>
- Validated historical data, suitable for use in analysis and reports, is available from the Alberta Government air data warehouse at: <http://airdata.alberta.ca/>
- Hourly Air Quality Health Index values from the portable station will be available on both FAPs website ([www.fortair.org](http://www.fortair.org)) and the Alberta Government website (<http://airquality.alberta.ca/map/>). AQHI weekly and quarterly summary reports are also completed and posted on the FAP website and can be shared with others as required.





## Fort Air Partnership Air Quality Monitoring Station Sites

February 2021

There are several siting requirements as described in Regulations by the Alberta Government. These are listed on page one and two of this document.

**Site Construction and Access:** costs for site construction to be covered by FAP.

- Approximate compound size up to 50 feet by 50 feet plus a small parking area. Exact size of parking area will be determined once orientation to the road and power location and delivery is known.
- 6 feet high chain link fence around with large gates to move trailer equipment in/out. And if possible, a small man gate for routine access by technicians.
- Direct vehicle access into the compound must be available. A new driveway/approach will be constructed if one does not exist already.
- Compound and driveway will be gravel covered.
- Driveway approximately 50 feet by 30 feet depending on the location. Ideally should have enough room for vehicle to orient for parking such that technicians don't have to back out into traffic.
- The shelter to be placed on the site is a skid shack 8 feet wide x 20 feet long x 10 feet high
- A 10-meter retractable mast/tower attached to the shelter will be erected as well. No guy wires are required for the tower.

**Site Visits (all costs to be covered by FAP):**

- 1 pickup truck visit per week.
- Possibly a few more visits in quick succession if repairs are being done.
- There may be 2 trucks or vehicles on the site very occasionally.
- Year round 24/7 access must be available. Snow clearing and vegetation control as needed will be organized by FAP.

**Site Services (all costs to be covered by FAP):**

- 220 volt single phase 100 amp power service is required.
- No natural gas or water service is needed for an air monitoring station.

**Site requirements:** as per the Alberta government regulations

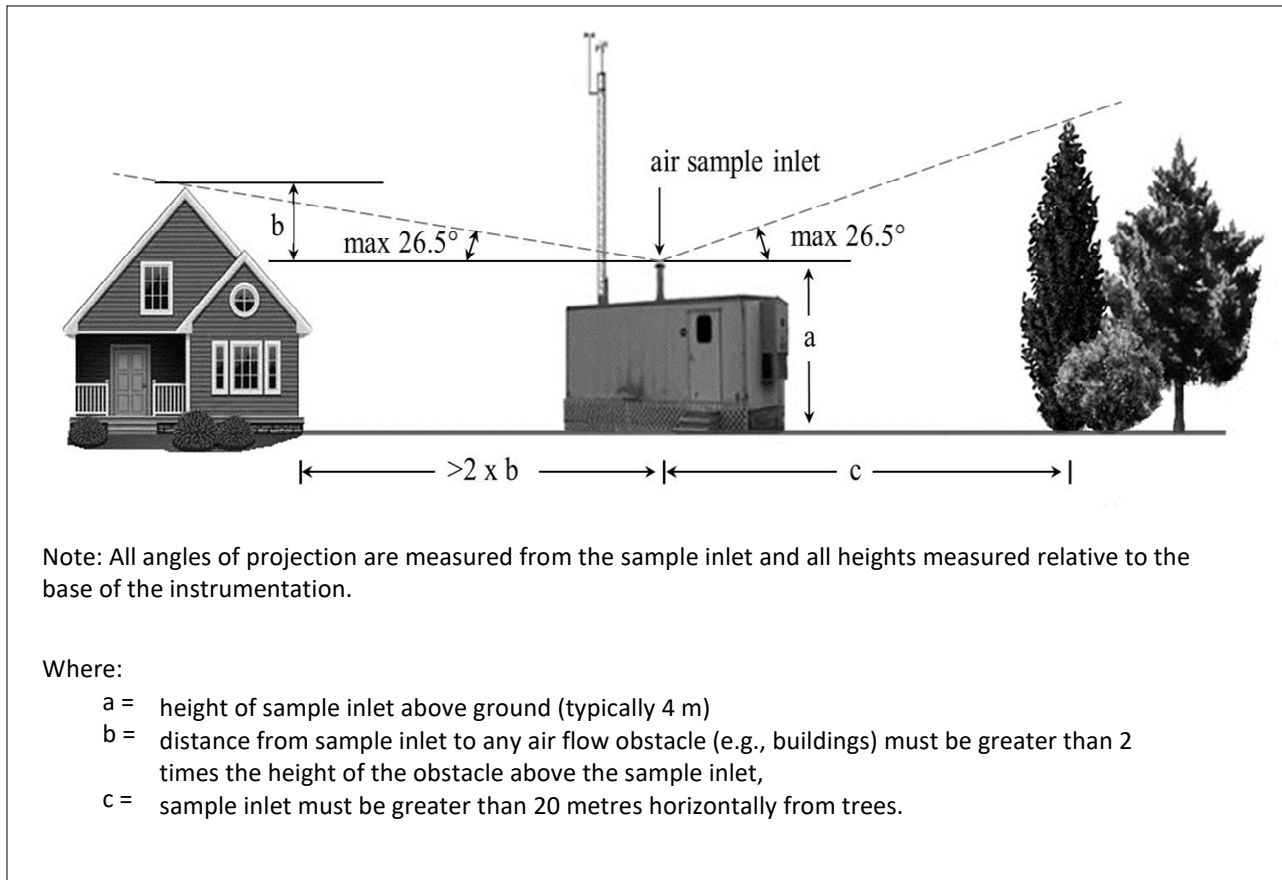
- Sampling air inlet greater than 20 metres horizontally from trees;
- The distance from the sample inlet to any air flow obstacle, e.g., buildings, is greater than 2 times the height of the obstacle above the inlet;
- The elevation angle is 26.5° or less from the sample inlet to the top of any obstacle; and

- Air flow must be unrestricted in 3 of the 4 wind quadrants.

**Table 1: Alberta criteria for siting wind instruments**

Site Characteristics	Wind Instruments
Height above ground	A. Greater than 2.5 times shelter height (minimum of 10 metres)
Other requirements	B. Height above any obstacle greater than 2 metres, and surroundings for 100 metre radius must be uniform
	or: C. Distance from obstacles greater than 10 times the obstacle height

**Figure 1: Illustration of distance and height requirements for sampling inlets for an ambient air monitoring station**



# Lease Agreement

Between

**The Fort Air Partnership (FAP)**

And

{insert Lessor's name}

Made this \_\_\_\_ day of \_\_\_\_\_, 2021 (the "Effective Date").

**For the purposes of operation of an ambient air monitoring station**

FAP intends to operate the ambient air monitoring station for a period of 12 months on the property of {insert Lessor's name}. FAP owns the shelter, the instrumentation inside the trailer and tower attached to the trailer.

This lease agreement may be in effect until {insert date}, or such time as the station is removed from the property. After {insert date}, if the station is still located on the property, both parties will review the possibility for an extension to this lease agreement on agreement of both parties.

FAP is an Airshed committed to making air quality information available to the public. Its mission is to operate a regional network to monitor and report credible and comprehensive ambient air quality information.

FAP has installed a monitoring station on the {insert Lessor's name} property described as {insert location}. This lease agreement between FAP and {insert Lessor's name} concerns the use of property to house the air monitoring station described above.

Through this lease agreement it is agreed that FAP will:

1. Handle logistics for power connections and communication service to the monitoring station at its own expense;
2. Pay the cost of electricity supplied to the monitoring station;
3. Ensure its contractors access the station between the hours of 8am and 8pm only and while on site do not disturb people or livestock unduly;
4. Repair and maintain the station from ordinary wear and tear at its own expense;
5. Insure, at its own expense and without limiting its liabilities herein, its operations under a contract of comprehensive or commercial general liability insurance in an amount not less than \$2,000,000.00 inclusive per occurrence insuring against bodily injury, personal injury and

property damage including loss of use thereof. Such insurance shall include employees and volunteers as additional insured's, and blanket contractual liability;

6. Hold {insert Lessor's name} harmless from any and all third-party claims, demands, or actions for which FAP is legally responsible, including those arising out of negligence or willful acts by FAP, or its employees, agents, volunteers, contractors or assigns.

It is agreed that {insert Lessor's name} will:

1. Ensure that the entrance to the station remains accessible;
2. Allow access to the station by FAP and its contractors 7 days a week;
3. Not cause any interruptions to the power supply to the station

---

Allan Wesley  
Chair  
Fort Air Partnership

---

{insert Lessor's name}



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

AGENDA ITEM: 5.2

**COUNCIL MEETING DATE:  
March 9, 2021**

**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, 2021:

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, 2021.
3. That Council appoint Richard Barham as Clerk of the Assessment Review Board for a term ending December 31, 2021.

**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, CAO

Approved by CAO:

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

**AGENDA ITEM:** 5.3

**COUNCIL MEETING DATE:  
March 9, 2021**

**ITEM DESCRIPTION OR TITLE**

**Bylaw, 03/21, Regional Emergency Management**

**RECOMMENDATION**

1. That Council give first reading to Bylaw 03/21, Regional Emergency Management Bylaw.
2. That Council give second reading to Bylaw 03/21, Regional Emergency Management Bylaw.
3. That Council give unanimous consent to proceed to third reading of Bylaw 03/21 Regional Emergency Management Bylaw.
4. That Council give third and final reading to Bylaw 03/21, Regional Emergency Management Bylaw.
5. That Council authorize the Mayor and CAO to execute the Regional Emergency Management Partnership Agreement.

**BACKGROUND**

Council had previously approved participating in a regional approach relating to emergency management. In doing so, Council adopted the Regional Emergency Management Bylaw, being a bylaw to establish a Regional Emergency Advisory Committee, Regional Emergency Management Agency, and Emergency Management Partnership with Lamont County, Town of Mundare, Village of Andrew and Village of Chipman. This was approved during the October 23, 2019 Council meeting.

For the partnership to function as intended, a Ministerial Order from Municipal Affairs was required prior to the partnership formally commencing. In March 2020, this formal request was sent to the Minister's office. In June 2020, the Minister sent correspondence indicating that approval was not granted on the basis of certain clarity issues within the documents presented. Lamont County Administration, as lead of the project, commenced revisions to the documents as required.

In November 2020, an additional review of all revised documents took place at the Provincial level and it is the understanding of all involved that the documents now represent a clear intent for our partnership to move forward.



## TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

All the partners involved with this partnership have already passed their bylaws.

### COMMUNICATIONS

Signed copies would be provided to Lamont County for submission to the Minister of Municipal Affairs.

### IMPLICATIONS OF DECISION

The main objectives of the Partnership are to share resources and expertise to ensure emergencies are adequately handled in the future. By collaborating to create a Regional Emergency Management Plan, the collective resource and personnel base is exponentially increased for everyone. This proposal is advantageous for each municipality as the collective energies will result in broad encompassing all potential municipal needs when faced with a disastrous event.

The Partnership will ensure consistency of planning, preparedness, response and recovery throughout the region. It will also ensure each municipality is now compliant with the upcoming changes to the Alberta Emergency Management Act which came into force January 1, 2020.

Strategic Plan Goal #5: Develop and deliver quality services and amenities for all residents.

Strategic Plan Goal #6: Ensure Council and Administration are meeting the needs of residents of the Town of Lamont with progressive, transparent and effective governance practices.

### FINANCIAL IMPLICATIONS

The basis for this partnership is that assisting parties (Municipalities) will recoup any emergency/disaster-related expenses on a cost-recovery basis from the requesting party.

There is a minimal operating budget impact for the first year of the Partnership. All municipalities, including Lamont County, are committed to a \$500 contribution to front-load the partnership. This amount will cover the beginning stages of the Regional Emergency Management Plan and small consumable items. Operating budget impacts in future years will be submitted through the budget process established by the Regional Emergency Advisory Committee and will be submitted for budget approval from each community.





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

Further, at the committee level, a request to require unanimous consent of all partner municipalities for all routine financial matters to ensure the principle of equity is maintained will be brought forward. This revision is aimed to ensure the principle of equity is maintained for all partners.

**POLICY AND/OR LEGISLATIVE REFERENCES**

MGA Section 145  
Emergency Management Act, RSA c.E-6.8

**ATTACHMENTS**

1. Summary of changes to documents (provided by Lamont County)
2. Bylaw 03/21, Regional Emergency Management Bylaw
3. Lamont Regional Emergency Management Partnership Agreement

Report Prepared By: Christine Beveridge, CAO

Approved by CAO:

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## SUMMARY OF KEY CHANGES TO EMERGENCY MANAGEMENT PARTNERSHIP DOCUMENTS

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### General

- Original documents referenced both a “Regional Municipal Emergency Advisory Committee” and a “Regional Emergency Advisory Committee.” All references to the “Regional Municipal Emergency Advisory Committee” have been removed and only the latter is defined and referenced within the bylaw. **(Recommendation from AEMA)**
- The title of “Chairman” and “Vice-Chairman” has been changed to “Chairperson” & “Vice Chairperson.”
- Changes from “Responding Party” to “Assisting Party” to provide better clarity and be in line with the definitions.
- Added “Regional” to the “Director of Emergency Management” in all areas.
- General formatting changes and minor grammatical changes occurred.

### Emergency Management Bylaw

#### 3.4

**Original Wording:** (3.4.2) The Regional Emergency Advisory Committee is delegated to develop policies concerning to emergency preparedness, mitigation, response, recovery and the operation and administration of the Regional Emergency Partnership and the Regional Emergency Management Agency.

**Revised Wording:** (The Committee Shall...) Be delegated the authority to develop **and approve policies** concerning to emergency preparedness, mitigation, response, recovery and the operation and administration of the Regional Emergency Partnership and the Regional Emergency Management Agency.

**Rationale:** This is a key reason for requiring the ministerial order as the Committee will be permitted to develop and approve policies related to Emergency Management on behalf all municipalities.

### 3.5

**Original Wording:** The Regional Emergency Advisory Committee Chairman may call a special meeting of the Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.

**Revised Wording:** Any one (1) member of the Regional Emergency Management Advisory Committee may call a special meeting of the Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.

**Rationale:** This is a recommendation from AEMA and ensures that if the Chairperson is unavailable a special meeting can still be called promptly as each circumstance may dictate.

### 4.1

**Original Wording:** Councils agree through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Management Agency to act as the agent of the councils of the partners to carry out its statutory powers and obligations under the Act. This includes the power to declare, renew or terminate a State of Local Emergency as specified in Section 7 of this bylaw. The Agency will be responsible to guide the creation, implementation and evaluation of emergency plans and programs and to set direction for emergency preparedness and response for the Lamont Region.

**Revised Wording:** Councils agree, through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Management Agency to act as the agent of the Councils of the Parties to carry out its statutory powers and obligations under the Act. ~~(This includes the power to declare, renew or terminate a State of Local Emergency as specified in Section 7 of this bylaw. The Agency will be responsible to guide the creation, implementation and evaluation of emergency plans and programs and to set direction for emergency preparedness and response for the Lamont Region.)~~

**Rationale:** This is a recommendation from AEMA. The Emergency Management Agency does not have the power to declare a SOLE under this bylaw; this falls on the Committee. The creation, implementation and evaluation of emergency plans and programs is covered in section 4.6.

### 4.5

**Original Wording:** The original listing of representatives has titles of specific organizational contacts.

**Revised Wording:** Titles have been removed and a focus on organizations is brought to the forefront. Additionally, "Family and Community Support Services" has been replaced with "Emergency Social Services."

**Rationale:** This simplifies the listing of stakeholders. The FCSS to ESS change was a recommendation from AEMA and is because FCSS funding can not be used for ESS activities.

## 4.6

**Original Wording:** (4.6.4) The Regional Emergency Management Agency shall utilize the Incident Command System for command, control and coordination for all operational situations effecting the jurisdictions of the Parties.

**Revised Wording:** (4.6.4) (...Agency Shall) Implement the concepts and principles of the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency

**Rationale:** This exact wording is required by the LAEMR.

## 5.1

**Original Wording:** (...Shall) Be appointed by Regional Emergency Advisory Committee, ratified by resolution by partner Councils

**Revised Wording:** Be appointed by Regional Emergency Management Advisory Committee. (~~Ratified by resolution by partner Councils~~)

**Rationale:** The Committee, through the Ministerial Order, will have the ability to do this with the Council representatives in place.

## 5.3

**Original Wording:** (...Shall) Act as the Director of the Regional Municipal Emergency Coordination Centre;

**Revised Wording:** Act as the Director of the Regional Emergency Coordination Centre or ensure that someone is designated under the Lamont Regional Emergency Management Plan to so act, on behalf of the Lamont Regional Emergency Management Agency.

**Rationale:** The Committee, through the Ministerial Order, will have the ability to do this with the Council representatives in place.

## 5.4

**Original Wording:** (...Shall) Assist in the preparation and coordination of the Lamont Regional Emergency Management Plan and prepare and coordinated related plans and programs for Lamont County as required by the Act;

**Revised Wording:** (...Shall) Assist in the preparation and coordination of the Lamont Regional Emergency Management Plan and prepare and coordinated related plans and programs for **all Parties** as required by the Act.

**Rationale:** Lamont County is a separate municipality and therefore the reference here needs to include all parties.

## Other Section 5 Changes

- Changed the responsibility of reviewing the LREMP annually from the RDEM to the Agency (**Item 4.6.5**) as per AEMA.

### 7.1

**Original Wording:** The power to declare, terminate or renew a State of Local Emergency under the Act, the powers specified in Section 7.4 of this bylaw, and the requirements specified in Section 7.3 of this bylaw, are hereby delegated to the Regional Emergency Advisory Committee. This committee may, at any times when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of the State of Local Emergency.

**Revised Wording:** The power to declare, terminate or renew a State of Local Emergency under the Act, the powers specified in Section 7.4 of this bylaw, and the requirements specified in Section 7.3 of this bylaw, are hereby delegated to the Regional Emergency Management Advisory Committee. **Under the advisement of the Regional Director of Emergency Management, or his/her designate,** the Committee may at any time when it is satisfied that an emergency exists or may exist make a declaration of a State of Local Emergency.

**Rationale:** Recommended by AEMA to ensure the power to declare a SOLE remains with elected officials under advisement from the RDEM.

### 7.2

**Original Wording:** In the event of an emergency entirely within the boundaries of and affecting the Lamont Region and the Regional Emergency Advisory Committee cannot be reached or in the event of an emergency impacting more than one municipality within the Lamont Region, the authority and power to declare or renew a State of Local Emergency under the Act; the authority and powers specified in Section 7.4 of this Bylaw; and the requirements specified in Section 7.3 of this Bylaw are hereby delegated to any two (2) or more members of the Regional Emergency Advisory Committee. The Committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a State of Local Emergency for the entire area affected. Whenever possible this resolution should be made by at least one member or alternate from each municipality affected. If “resolution” is not possible the two members can provide signed agreement via Fax or scanned email.

**Revised Wording:** **In the event of an emergency affecting any of the Parties, the authority to declare, and the powers provided by, a State of Local Emergency are hereby delegated to any two (2) members of the Regional Emergency Management Advisory Committee.**

**Rationale:** The original wording was confusing and duplicated in other areas of the bylaw. The quorum requirements are also meant to be flexible here to not unnecessarily delay a SOLE declaration.

## 7.4

**Original Wording:** (7.4.4) Control or prohibit travel to or from any area of the Lamont Region;

**Revised Wording:** Control or prohibit travel to or from any area of the area or region identified within the State of Local Emergency.

**Rationale:** The powers that come with the SOLE are specific to the region impacted by the SOLE.

## Emergency Management Partnership MOU

### 1.7

**Original Wording:** The Minister responsible for the Act will be request to issue a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a “Local or Regional State of Emergency.”

**Revised Wording:** The Minister responsible for the Act will be requested to issue a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a “State of Local Emergency” for any of the Parties’ respective jurisdictions.

**Rationale:** There is no such reference to a “Local or Regional State of Emergency” in the EMA. There is only a State of Emergency (Provincial) and a State of Local Emergency. **References to the “Local or Regional State of Emergency” elsewhere in this agreement have also been changed to reflect the above.**

### 4.0

**Original Wording:** *Missing header*

**Revised Wording:** Added header for “Regional Emergency Management Agency”

### 4.4

**Original Wording:** Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or assisting in a Regional Emergency Coordination Centre.

**Revised Wording:** Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or disaster situation.

**Rationale:** A Regional Emergency Coordination Centre may not be in place for an emergency or disaster that requires this partnership to be activated.

#### 4.7

**Original Wording:** Each of the Parties will agree to implement the concepts and principles of Incident Command Systems and strive to utilize common communications systems and technologies.

**Revised Wording:** Each of the Parties will agree to implement the concepts and principles of the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency and strive to utilize common communications systems and technologies.

**Rationale:** This specific wording (highlighted) is required by the LAEMR.

#### 5.2

**Original Wording:** The costs incurred by any Party to this Agreement in responding to a State of Local Emergency in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.

**Revised Wording:** The costs incurred by any Party to this Agreement in responding to an emergency or disaster in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.

**Rationale:** A State of Local Emergency may not be in place for an emergency or disaster that requires this partnership to be activated.

#### 6.2

**Original Wording:** A Requesting Party indemnifies each Assisting Party against any expense incurred by that Assisting Party by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Assisting Party by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the gross negligence of the responding party.

**Revised Wording:** A Requesting Party indemnifies each Assisting Party against any expense incurred by that Assisting Party by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Assisting Party by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the Assisting Party failing to act in good faith.

**Rationale:** AEMA recommendation to add the highlighted terminology as this corresponds to the EMA.

## Emergency Management Partnership Terms of Reference

### 4.1

**Original Wording:** The Regional Committee membership shall be comprised of one (1) member of Council, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership. Members will be appointed on an annual basis. Other non-voting members who may participate in an advisory capacity include:

1. Other representatives responsible for administering the regional program
2. Other municipal administration members, such as CAOs.

**Revised Wording:** The Regional Committee membership shall be comprised of one (1) member of Council, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership. Members will be appointed on an annual basis. ~~Other non-voting members who may participate in an advisory capacity include:~~

- ~~1. Other representatives responsible for administering the regional program~~
- ~~2. Other municipal administration members, such as CAOs.~~

**Rationale:** As per AEMA, only elected officials can be members of the committee. All others would be invited delegations and should not be referenced in the TOR.



**TOWN OF LAMONT  
BYLAW 03/21**



A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FOLLOWING: THE LAMONT REGIONAL EMERGENCY MANAGEMENT PARTNERSHIP, A REGIONAL EMERGENCY ADVISORY COMMITTEE AND A REGIONAL EMERGENCY MANAGEMENT AGENCY IN LAMONT COUNTY.

**WHEREAS**, the Municipal Government Act R.S.A. 2000, Chapter M-26 and amendments thereto provides that a council of a municipality may pass by-laws respecting the safety, health and welfare of people and the protection of people and property and for services provided by or on behalf of the municipality;

**AND WHEREAS**, Pursuant to the Emergency Management Act, R.S.A. 2000 c E-6.8 (the "Act"), the Town of Lamont Council is responsible for the direction and control of its emergency response and is required, under the Act to appoint a Municipal Emergency Advisory Committee and to advise on the development of emergency plans and programs;

**AND WHEREAS**, it is recognized that an emergency or disaster of a jurisdictional or multi-jurisdictional nature could affect any or all of the municipalities within the geographical boundaries of Lamont County to such a degree that local resources would be inadequate to cope with the situation independently;

**AND WHEREAS** a local authority may delegate some or all the local authority's powers or duties under the Emergency Management Act of Alberta;

**AND WHEREAS** Council wishes to enter a regional emergency management partnership with other municipalities within the geographical boundaries of Lamont County, the Towns of Lamont, Mundare, and Villages of Andrew and Chipman, for the purpose of integrated regional emergency management planning and operations. This partnership to be recognized as the Lamont Regional Emergency Management Partnership;

**AND WHEREAS** Council elects to delegate certain responsibilities to the Regional Emergency Advisory Committee and the Regional Emergency Management Agency.

**BE IT RESOLVED THAT** the Council of the Town of Lamont in the Province of Alberta duly assembled enacts as follows:

**1.0 SECTION 1 – NAME OF BYLAW**

1.1 This Bylaw may be cited as the "Regional Emergency Management Bylaw".

**TOWN OF LAMONT  
BYLAW 03/21**

**2.0 SECTION 2 – DEFINITIONS**

In this Bylaw:

- 2.1 **“Act”** means the Emergency Management Act of Alberta, Chapter e\_6.8, Revised Statutes of Alberta 2000, c. E-6-8.
- 2.2 **“CAO”** means the Chief Administrative Officer of the Town of Lamont, Alberta or their designate to implement the Bylaw.
- 2.3 **“Council”** means the duly elected municipal council of the Town of Lamont in the Province of Alberta.
- 2.4 **“County”** means Lamont County.
- 2.5 **“Disaster”** means an event or occurrence that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property.
- 2.6 **“Emergency” or “Emergency Incident”** means an event that requires prompt coordination of actions or special regulation of person or property to protect the safety, health, or welfare of people or to limit damage to property and the environment.
- 2.7 **“Emergency Management”** means the development, coordination and execution of plans, measures and programs pertaining to mitigation, preparedness, response, and recovery before, during and after an emergency event.
- 2.8 **“Local Authority”** means, where a municipality has a council within the meaning of the Municipal Government Act, RSA 2000 c.M-26.
- 2.9 **“Lamont Region”** means the geographical area within the boundaries of Lamont County including the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County.
- 2.10 **“Lamont Regional Emergency Management Partnership”** is a partnership comprising the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County who have entered into a joint agreement for the purpose of organizing integrated regional emergency planning, training, assistance, and emergency operations programs.
- 2.11 **“Minister”** means the Minister charged with administration of the Act.

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- 2.12 **“Parties”** means the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County.
- 2.13 **“Regional Director of Emergency Management (RDEM)”** means an individual appointed Regional Director of Emergency Management under this bylaw.
- 2.14 **“Regional Deputy Director of Emergency Management (RDDEM)”** means an individual appointed Regional Deputy Director of Emergency Management under this bylaw.
- 2.15 **“Regional Emergency Advisory Committee”** means a regional committee comprised of one (1) elected official, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership as established by agreement between and the bylaws of the partners.
- 2.16 **“Regional Emergency Management Agency”** means a regional emergency management agency established by the partnering municipalities of the Lamont Regional Emergency Management Partnership as established by agreement between and the bylaws of the respective municipal councils of the Parties hereto.
- 2.17 **“Regional Emergency Management Plan”** means the Regional Emergency Management Plan prepared by the Lamont Regional Emergency Management Agency to coordinate the response to an emergency or disaster; the training program to ensure stakeholders are equipped to manage an incident/event of scale and the governance/administrative functions that empower stakeholders to take whatever measures necessary to protect lives, property and environment.
- 2.18 **“Regional Emergency Coordination Centre” (RECC)** means the location that functions as a point of coordination, addressing the needs of the municipality and/or the Lamont Region as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites.

**3.0 SECTION 3 – REGIONAL EMERGENCY ADVISORY COMMITTEE**

- 3.1 Councils of the Lamont County Region agree through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Advisory Committee to advise all Councils on the development of regional emergency plans and programs.

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- 3.1.1 A minimum of three (3) voting members shall constitute quorum.
- 3.1.2 The members will elect from the membership a Chairperson and Vice-Chairperson.
- 3.2 The Regional Emergency Advisory Committee shall consist of a municipal Councillor appointed by each of the "Parties", with each municipality appointing one primary member, each of whom shall have one vote regarding any matter coming before the committee.
- 3.3 Each municipality shall also appoint an alternate member of the local authority to the committee who shall be permitted to vote in the absence or in place of the primary member.
- 3.4 The Committee shall:
  - 3.4.1 Meet a minimum once annually, or as any emergent or immediate need arises.
  - 3.4.2 Be delegated the authority to:
    - 3.4.2.1 Develop and approve policies concerning emergency preparedness, mitigation, response, recovery and the operation and administration of the Regional Emergency Management Partnership and the Regional Emergency Management Agency.
    - 3.4.2.2 Approve the Regional Emergency Management plan.
    - 3.4.2.3 Declare, renew and/or terminate a State of Local Emergency as per Section 7 of this bylaw.
    - 3.4.2.4 Appoint the Regional Director of Emergency Management and Regional Deputy Director of Emergency Management by resolution of the committee.
  - 3.4.3 Provide guidance and direction to the Regional Emergency Management Agency.
  - 3.4.4 Review the Regional Emergency Management Plan and related plans and programs at a minimum of an annual basis.
  - 3.4.5 Advise all Councils, duly assembled, on the status of the Regional Emergency Plan and related plans and programs at least once annually.

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- 3.5 The Chairperson or Vice-Chairperson may call a special meeting of the Regional Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.
  - 3.5.1 In the absence of the Chairperson or Vice-Chairperson, any one (1) member of the Regional Emergency Advisory Committee may call a special meeting of the Emergency Advisory Committee where information is presented that an emergency exists which can or may affect one or more Lamont Regional Emergency Management partners.
- 3.6 The member that calls a special meeting per line 3.5 shall give at least one (1) hour notice of said meeting to all members of the Regional Emergency Advisory Committee by phone, cellular phone, email, text message or in person. Notification must include the reason for the special meeting, date, time, and meeting method (physical and/or virtual). If a physical meeting is called, the location must be included in the notification.
- 3.7 Those members of the Regional Emergency Advisory Committee in attendance at a special meeting of the Regional Emergency Advisory Committee will constitute quorum.
  - 3.7.1 Notwithstanding, if the special meeting requires a decision be made regarding the declaration, termination, or renewal of a State of Local Emergency then a minimum of two (2) members of the Regional Emergency Advisory Committee must be present as per section 7.2 of this Bylaw.

**4.0 SECTION 4 – REGIONAL EMERGENCY MANAGEMENT AGENCY**

- 4.1 Councils agree, through the Lamont Regional Emergency Management Partnership, to establish a Regional Emergency Management Agency to act as the agent of the Councils of the Parties to carry out its statutory powers and obligations under the Act.
- 4.2 The Regional Emergency Management Agency is hereby established.
- 4.3 The Regional Emergency Management Agency, through the Lamont Regional Emergency Management Partnership, will administer and deliver programs related to Emergency Management.
- 4.4 The Regional Emergency Management Agency membership shall consist of one (1) permanent member from each Partnering Municipality, who shall

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be the Chief Administrative Officer or designate, in addition to the Regional Director of Emergency Management and Regional Deputy Director of Emergency Management.

- 4.5 The Regional Emergency Management Agency may have representation from the following entities as deemed necessary by the Regional Director of Emergency Management:
- a. Public Works designate(s) from any of the Parties
  - b. Emergency Social Services
  - c. Agriculture Services
  - d. RCMP
  - e. Alberta Health Services EMS and/or the local contracted EMS provider
  - f. Lamont County Emergency Services & Protective Services
  - g. Alberta Health Services
  - h. Lamont Health Care Center
  - i. Local individuals, companies, associations, organizations, or other entities with specialties that will benefit the Agency during an emergency and in preparation of the Municipal Emergency Plan.
- 4.6 The Regional Emergency Management Agency shall:
- 4.6.1 Meet at a minimum of once annually.
  - 4.6.2 Be charged with the responsibility of administering the local authority's emergency management program. This includes guiding the creation, implementation and evaluation of regional emergency plans and programs for the Lamont Regional Emergency Management Partnership.
  - 4.6.3 Ensure someone is designated to discharge the responsibilities specified in this section.
  - 4.6.4 Utilize the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency.
  - 4.6.5 Ensure that the Lamont Regional Emergency Management Plan is reviewed and updated at least once per year and brought to the Regional Emergency Advisory Committee for their review.

**5.0 SECTION 5 - REGIONAL DIRECTOR OF EMERGENCY MANAGEMENT**

- 5.1 The Regional Director of Emergency Management shall:
- 5.1.1 Act as Chair of the Regional Emergency Management Agency.

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- 5.1.2 Act as the Director of the Regional Emergency Coordination Centre or ensure that someone is designated under the Lamont Regional Emergency Management Plan to so act, on behalf of the Lamont Regional Emergency Management Agency.
- 5.1.3 Prepare and coordinate the Emergency Management plans and programs for all Parties as required by the Act.
- 5.1.4 Coordinate all emergency services and other resources used in an emergency.
- 5.1.5 Ensure staff of the organization and members of the Regional Emergency Advisory Committee and the Regional Emergency Management Agency are made aware of the Lamont Regional Emergency Management Plan and as required ensure training is done to maintain effectiveness in the event of an emergency.
- 5.1.6 Recommend a Regional Deputy Director of Emergency Management to the Regional Emergency Advisory Committee for appointment.
- 5.1.7 Perform other duties and prescribed by local authorities.

**6.0 SECTION 6 - COUNCIL**

6.1 Council shall:

- 6.1.1 By resolution, appoint one (1) of its members to the Regional Emergency Advisory Committee.
- 6.1.2 Appoint one (1) alternate member to the Regional Emergency Advisory Committee.
- 6.1.3 Provide for payment of expenses of the members of the Regional Emergency Advisory Committee in accordance with remuneration policy or bylaw, as amended from time to time.
- 6.1.4 Ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Lamont Region.
- 6.1.5 Review the status of the Regional Emergency Management Plan and related plans and programs at least once a year.

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6.2 Council may:

- 6.2.1 By bylaw, borrow, levy, appropriate and expend, without consent of the electors, all sums required for the operation of the Regional Emergency Management Agency.
- 6.2.2 By bylaw, borrow, levy, appropriate and expend, without consent of the electors, all sums required for its share of the operations of the Regional Emergency Management Agency; and
- 6.2.3 Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

**7.0 SECTION 7 – DECLARATION OF A STATE OF LOCAL EMERGENCY**

- 7.1 Under the advisement of the Regional Director of Emergency Management or their designate, the Committee may at any time when it is satisfied that an emergency exists or may exist make a declaration of a State of Local Emergency.
- 7.2 The authority to declare, terminate or renew a State of Local Emergency, the powers specified in Section 7.4 of this bylaw, and the requirements specified in Section 7.3 of this bylaw, are hereby delegated to any two (2) members of the Regional Emergency Advisory Committee.
- 7.3 When a State of Local Emergency is declared the Regional Emergency Advisory Committee shall:
  - 7.3.1 Ensure that the declaration identifies the nature of the emergency and the area of the Region in which it exists.
  - 7.3.2 Cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected.
  - 7.3.3 Forward a copy of the declaration to the Minister forthwith.
- 7.4 Subject to Section 7.3, when the Regional Emergency Advisory Committee has declared a State of Local Emergency, that Committee may, for the duration of that State of Local Emergency, do all acts and take all necessary proceedings including any combination of the following:



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- 7.4.1 Cause the Lamont Regional Emergency Management Plan or any related plans or programs to be put into operation.
- 7.4.2 Acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster.
- 7.4.3 Authorize or require any qualified person to render aid of a type the person is qualified to provide.
- 7.4.4 Control or prohibit travel to or from any area of the area or region identified within the State of Local Emergency.
- 7.4.5 Provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain, and coordinate emergency medical, welfare and other essential services in any part of the Lamont Region.
- 7.4.6 Cause the evacuation of persons and the removal of livestock and personal property from any area of the Lamont Region that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property.
- 7.4.7 Authorize the entry into any building or on any land, without warrant, by any person while implementing an emergency plan or program.
- 7.4.8 Cause the demolition or removal of any trees, structures, or crops if the demolition or removal is necessary or appropriate to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress.
- 7.4.9 Procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within area or region identified within the State of Local Emergency for the duration of the State of Local Emergency.
- 7.4.10 Authorize the conscription of persons needed to meet an emergency.
- 7.4.11 Authorize any persons at any time to exercise, in the operation of the Lamont Regional Emergency Management Plan and related plans or programs, any power specified in section 7.4 in relation to any part of the municipality affected by a declaration of a State of Local Emergency.

**TOWN OF LAMONT  
BYLAW 03/21**

- 7.5 No action lies against the Parties or a person acting under the Lamont Region's direction or authorization for anything done or omitted to be done in good faith while carrying out a power under the Emergency Management Act or the regulations during a State of Local Emergency.
- 7.6 In accordance with Section 535(2) of the *Municipal Government Act*, RSA 2000, c.M-26, Councillors, council committee members, municipal officers and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under the *Municipal Government Act* or any other enactment.
- 7.7 When, in the opinion of the Regional Emergency Advisory Committee an emergency no longer exists in relation to which the declaration was made, that Committee shall terminate the declaration.
- 7.8 A declaration of a State of Local Emergency is considered terminated and ceases to be of any force or effect when:
  - 7.8.1 A resolution is passed under Section 7.7 (Section 23 of the *Emergency Management Act*).
  - 7.8.2 A period of seven (7) days has lapsed, or ninety (90) days has lapsed in the case of a Pandemic, since it was declared, unless it is renewed by resolution.
  - 7.8.3 The Minister cancels the State of Local Emergency.
- 7.9 When a declaration of a State of Local Emergency has been terminated, the Regional Emergency Advisory Committee who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

**8.0 SECTION 8 – EMERGENCY MUTUAL AID AGREEMENTS**

- 8.1 The Regional Emergency Advisory Committee is delegated the authority to enter into Emergency Management Mutual Aid Agreements with another regional entity or any single municipality. The decision for the Committee to enter into a mutual aid agreement must be made by unanimous vote of all partners. The partners shall be permitted to vote in person or through fax, or digitally via email.

**TOWN OF LAMONT  
BYLAW 03/21**

**9.0 SECTION 9 – SEVERABILITY**

9.1 Should any section or part of this Bylaw be found to have been improperly enacted or ultra vires, for any reason, then such section or part shall be regarded as being severable from the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

**10.0 SECTION 10 – PENALTIES**

10.1 Any person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do so or who refrains from doing anything required to be done by the provisions of this Bylaw, or who does any act or thing or omits any act of thing, thus violating any provision of this Bylaw, shall be deemed to be guilty of an offence under this Bylaw, and upon conviction, is liable to a fine of not less than \$200.00 and not more than \$5000.00 plus costs.

**11.0 SECTION 11 – MISCELLANEOUS**

11.1 Bylaw 09/15 and Bylaw 10/19 are hereby repealed upon receipt of the Ministerial Order that makes this Bylaw enforceable.

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_ .

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_ .

READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_ .

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Date signed

**LAMONT REGIONAL EMERGENCY MANAGEMENT  
PARTNERSHIP AGREEMENT**

THIS AGREEMENT MADE THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

**BETWEEN:**

**LAMONT COUNTY**

-and-

**VILLAGE OF ANDREW**

-and-

**VILLAGE OF CHIPMAN**

-and-

**TOWN OF LAMONT**

-and-

**TOWN OF MUNDARE**

(collectively, the "Parties")

## Lamont Regional Emergency Management Partnership Agreement

### 1.0 INTRODUCTION

#### WHEREAS:

- 1.1 The Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County are local authorities situated within the Province of Alberta; and
- 1.2 A local authority may delegate some or all the local authority's powers or duties under the Emergency Management Act of Alberta; and
- 1.3 Each of the Parties desire to appoint a Regional Director of Emergency Management (RDEM) as head of Lamont Regional Emergency Management Agency pursuant to the provisions set out in the *Emergency Management Act R.S.A. 2000, c-E-6.8*; and
- 1.4 The Parties recognize that many local resources controlled by each of the Parties could be required by more than one (1) municipality to cope and mitigate a disaster or emergency affecting one (1) of more of the Parties; and
- 1.5 The Parties have agreed to adopt a Regional Emergency Management Plan and to develop a Regional Emergency Management Framework within the Lamont County Region; and
- 1.6 Pursuant to S. 11.3(1)(b) of the Act, if authorized by Ministerial Order, a local authority may delegate its powers and duties under the Act to a joint committee representing two(2) or more local authorities that is composed of one or more members appointed by each of the local authorities; and
- 1.7 The Minister responsible for the Act will be requested to issue a Ministerial Order to authorize the Parties to establish a Regional Emergency Advisory Committee empowered to declare a "State of Local Emergency" for any of the Parties' respective jurisdictions.

**NOW THEREFORE** the Parties hereto agree as follows:

### 2.0 DEFINITIONS

In this Agreement, the following words and terms shall have the following meanings:

- 2.1 **Act** means The Emergency Management Act of Alberta, Chapter E-6.8, Revised Statutes of Alberta 2000, c. E-6-8.
- 2.2 **Assisting Party** means a Party to this Agreement providing aid, in the form of resources or services to another Party of this Agreement.
- 2.3 **Disaster** means an event that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property.

## Lamont Regional Emergency Management Partnership Agreement

- 2.4 **Emergency** means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people, or to limit damage to property and the environment.
- 2.5 **Emergency Social Services (ESS)** means services including but not limited to Registration and Inquiry, Emergency Food Services, Emergency Lodging, Emergency Clothing and Emergency Personal Services.
- 2.6 **Local Authority** means, where a municipality has a Council within the meaning of the *Municipal Government Act*, RSA 2000 c.M-26.
- 2.7 **Minister** means the Minister charged with administration of the Act.
- 2.8 **Parties** means the Municipalities of Andrew, Chipman, Lamont, Mundare, and Lamont County.
- 2.9 **Regional Director of Emergency Management (RDEM)** means an individual appointed by resolution of the Regional Emergency Advisory Committee.
- 2.10 **Regional Emergency Advisory Committee** herein referred to as the Regional Committee; means a regional committee comprised of one (1) Councillor, or alternate, from each of the partnering municipalities of the Lamont Regional Emergency Management Partnership, as established by this Agreement and the by-laws of the respective municipal Councils of the Parties hereto.
- 2.11 **Regional Emergency Management Agency (REMA)** means a regional agency as established by this Agreement and the by-laws of the respective municipal councils of the Parties hereto.
- 2.12 **Regional Emergency Management Plan (REMP)** means the Regional Emergency Management Plan prepared by the Lamont Regional Emergency Management Agency to co-ordinate the response to an emergency or disaster; the training program to ensure stakeholders are equipped to manage an incident/event of scale and the governance/administrative functions that empower stakeholders to take whatever measures necessary to protect lives, property, and environment.
- 2.13 **Regional Emergency Coordination Centre (RECC)** means the location that functions as a point of coordination, addressing the needs of the municipality and/or the Lamont Region as a whole, exercising the authority of local officials, as well as anticipating and supporting the needs of one or more incident sites.
- 2.14 **Regional Framework for Emergency Management** means the Municipalities participating in this Agreement supporting and assisting each other when requested and when able to provide that support and assistance in the event of a major emergency or disaster.
- 2.15 **Requesting Party** means a Party to this Agreement requesting aid in the form of resources or services from another Party to this Agreement.

## **Lamont Regional Emergency Management Partnership Agreement**

- 2.16 **Lamont Region** means the geographical area within the boundaries of Lamont County including the Municipalities of Andrew, Chipman, Lamont, Mundare.
- 2.17 **Lamont Regional Emergency Management Partnership** is a partnership comprising the Municipalities of Andrew, Chipman, Lamont, Mundare and Lamont County who have entered into a joint agreement for the purpose of organizing integrated emergency planning, training, assistance, and emergency operations programs.

### **3.0 REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE**

- 3.1 The Regional Emergency Management Advisory Committee, hereinafter referred to as the "Committee," shall consist of municipal Councillors appointed by each of the Parties, with each municipality appointing one (1) member, each of whom shall have one (1) vote regarding any matter coming before the Committee.
- 3.2 Each party shall also appoint at least one (1) alternate Council member to the Committee to attend and vote when the serving member is unable to do so.
- 3.3 The members of the Committee will elect from the membership a Chairperson and Vice-Chairperson.
- 3.4 Members will be appointed on an annual basis.
- 3.5 No member of Lamont Regional Emergency Management Partnership shall be permitted to withdraw from this Agreement during a declared "State of Local Emergency" or during any other disaster event.

### **4.0 REGIONAL EMERGENCY MANAGEMENT AGENCY (REMA)**

- 4.1 The municipal councils of each of the Parties to this Agreement have passed a bylaw to establish the Lamont Regional Emergency Management Agency (the "Agency").
- 4.2 The Agency is charged with keeping the Lamont Regional Emergency Management Plan current and operationally sound. The Lamont Regional Emergency Management Agency will:
- 4.2.1 work collaboratively with partnership communities, Alberta Emergency Management Agency and other government departments or agencies, as necessary to develop, implement, and maintain all emergency plans and programs for the Region;
  - 4.2.2 engage relevant stakeholders, such as business and industry, government agencies, and regulatory bodies to ensure emergency plans are aligned and integrate with stakeholder plans;
  - 4.2.3 support the coordination of training and exercises on the Lamont Regional Emergency Management Plan;

## Lamont Regional Emergency Management Partnership Agreement

- 4.2.4 ensure regional training and exercise documentation and records are maintained;
  - 4.2.5 plan, execute and review exercises to validate the Lamont Regional Emergency Management Plan;
  - 4.2.6 review the impact of incidents on the program;
  - 4.2.7 publish information, as necessary, on the Lamont Regional Emergency Management Plan with municipal departments and industrial and municipal neighbours;
  - 4.2.8 liaise with external agencies and surrounding municipalities who have a role in emergency response at regional facilities; and
  - 4.2.9 ensure the Lamont Regional Partnership has appropriate resources and equipment available.
- 4.3 It is recognized that the Regional Emergency Management Agency or parts of the Agency may be called upon from time to time to provide emergency response or services in areas outside of the Lamont Region. The Regional Agency will assess the current situation and a response to those incidents will:
- 4.3.1 Only be committed after an assessment of what resources can reasonably be made available without endangering the Lamont Region and its residents.
  - 4.3.2 Only be committed after ensuring that reasonable care will be provided to the staff being deployed; if the requesting organization cannot provide care for staff, resources will only be deployed once the Regional Agency has been able to arrange for reasonable care.
  - 4.3.3 Only be committed to upon receipt of a tasking or order number from the requesting agency.
  - 4.3.4 Each municipality shall be responsible for cost recovery with respect to resources supplied to the external requesting organization. Costs for those services will be billed according to the policy of each Municipality.
- 4.4 Parties shall not be required to provide anything other than municipally owned equipment, employees and volunteers normally used by the Parties when responding to a regional emergency or disaster situation.
- 4.5 The Parties will always comply with the requirements of all applicable Federal, Provincial and Municipal legislation.
- 4.6 Each of the Parties agree to share emergency management related information.



## **Lamont Regional Emergency Management Partnership Agreement**

- 4.7 Each of the Parties will agree to implement the concepts and principles of the command, control and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency.
- 4.8 Each of the Parties will strive to utilize common communications systems and technologies.
- 4.9 This Agreement does not in any way amend or replace those agreements that may already be in existence or shall come into existence in the future between any of the Parties, as a whole or otherwise, with respect to the provision of firefighting or other services.

### **5.0 SHARED COST OF REGIONAL COLLABORATION**

- 5.1 The Lamont Regional Emergency Management Advisory Committee shall develop and adopt an annual operating budget to cover the costs and funding of Regional Emergency Management program as per the scope outlined in the attached Schedule "A".
- 5.2 The Parties to this Agreement agree to fund Lamont Regional Emergency Management Partnership emergency program in accordance with the funding formula enumerated in the attached Schedule "A".
- 5.3 The costs incurred by any Party to this Agreement in responding to an emergency or disaster in another municipality shall be the sole responsibility of the affected Party or Parties in which the emergency or disaster occurs.

### **6.0 INSURANCE & INDEMNITY**

- 6.1 No action lies against the Party with jurisdiction or any Assisting Party or a person acting under that Parties direction or authorization for anything done or omitted to be done in good faith while carrying out a power or duty under the *Emergency Management Act* or the regulations during a "State of Local Emergency. "
- 6.2 A Requesting Party indemnifies each Assisting Party against any expense incurred by that Assisting Party by reason of any damage to its equipment in the course of responding to a call and against any cost or expense incurred by the Assisting Party by reason of personal injury or death caused to any of its personnel in the course of responding to a call unless such damage, injury or death results from the Assisting Party failing to act in good faith.
- 6.3 A Requesting Party agrees to save and hold harmless the Assisting Party, any of its departments, agencies, officers or employees from all cost, injury and damage occurred and from any other injury or damage to any person or property as a result of their actions in assisting the Requesting Party. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of action, court costs, expenses of litigation and reasonable legal fees.

## **Lamont Regional Emergency Management Partnership Agreement**

- 6.4 During the term of this Agreement, the Parties shall each, at their own respective cost and expense, maintain in full force and effect General Liability Insurance in an amount not less than five million dollars (\$5,000,000.00) per occurrence for personal injury and/or property damage and any other insurance that is mutually agreed to by the Parties and reasonably obtainable by both. Notwithstanding the foregoing, it is agreed that the policy limits do not define or limit a Party's liability to indemnify the other Party under this Section.
- 6.5 Each Party agrees to forward a copy of this Agreement to their municipal insurer and to be responsible for the costs of any increase in insurance premiums which may result.

### **7.0 TERM AND TERMINATION**

- 7.1 Any member of the Regional Emergency Advisory Committee may withdraw their membership from Lamont Regional Partnership and this Agreement, by providing all other Parties hereto with twelve (12) months advance written notice. The withdrawal of any party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties and any investment in joint assets shall remain with the partnership.
- 7.2 This Agreement shall come into force when it has been signed by all the Parties hereto, and the Ministerial Order referred to herein has been issued and has come into effect. The term of this Agreement shall be for a period of ten (10) years thereafter, or until such time as the Parties mutually agree otherwise (the "Term").
- 7.3 Twelve (12) months prior to the expiration of the Term of this Agreement the parties shall initiate the process to automatically renew this agreement for successive periods of ten (10) years and all the Terms of this Agreement shall remain in force.

### **8.0 GOVERNING LAW**

- 8.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta. The Parties hereby agree to the exclusive jurisdiction of the Courts of the Province of Alberta, and all courts competent to hear appeals therefrom, to hear any matter or thing relating to or arising from this Agreement.

### **9.0 SEVERABILITY**

- 9.1 If any one or more of the provisions contained in this Agreement should be invalid, illegal or unenforceable in any respect, the remaining provisions contained herein shall not in any way be affected or impaired thereby, unless, as a result of such determination, this Agreement would fail in its essential purpose.

### **10.0 NON-ASSIGNMENT**

- 10.1 No Party may assign its rights under this Agreement without the prior written consent of all the other Parties hereto.

**Lamont Regional Emergency Management Partnership Agreement**

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING PARTIES, BY THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH MUNICIPAL SEAL AFFIXED:

**Village of Andrew:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Village of Chipman:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Town of Mundare:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Town of Lamont:**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

**Lamont County:**

\_\_\_\_\_  
**Reeve**

\_\_\_\_\_  
**Chief Administrative Officer**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: March 09, 2021**  
**ELECTED OFFICIAL: Mayor Bill Skinner**  
**REPORT PERIOD: Feb 18 – Mar 3**

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### **Boards and Committees:**

- Mar 1 – Attended virtual LCHF Lodge Manager’s meeting. Residents at lodges in Mundare and Lamont have now received COVID-19 vaccine. Residents are feeling the effects of the restrictions the pandemic has had on socialization.

### **Items for Council Discussion:**

### **Town of Lamont Business:**

### **Professional Development (Workshops & Conferences):**

- Feb 18 - Brownlee LLP Emerging Trends in Municipal Law 2021 Seminar
- Feb 26 – Attended virtual AUMA Stakeholder Telephone Conference call re: budget update
- Feb 26 – Attended virtual Telephone Town Hall with Premier Jason Kenny & Hon. Ric McIver (minister of municipal affairs & transportation) for budget 2021-22 info session. Received info on budget, including MSI funding, public library funding, infrastructure funding and disaster recover plan info.

### **Lamont Functions and Events:**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: March 9, 2021**

**ELECTED OFFICIAL: Dave Taylor**

**REPORT PERIOD: Feb. 24 – March 8, 2021**

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### **Boards and Committees:**

- **March 2: JSB Water Commission – Special meeting: called for sub-committee meeting with NE water commission. Proposed MOU declined, current water supply agreement is in effect until 2025.**

### **Town of Lamont Business:**

- 

### **Professional Development (Workshops & Conferences):**

- 

### **Lamont Functions and Events:**

-

# CAO REPORT

FOR THE PERIOD ENDING March 3, 2021

## HIGHLIGHTS:

- COVID-19 Activities
  - Tracking and reviewing self-isolation requirements for sick employees.
  - Continue to ensure staff, Council and the community is informed and current on the situation and adjusting protocols as required.
  - Easing of COVID-19 restrictions were announced March 1 by the Province. Adjustments to restrictions are limited to the following:
    - Indoor fitness now includes unsupervised low intensity individual and group exercises by appointment only.
    - Libraries can open but must limit capacity to 15% of fire code occupancy, not including staff.
- Continue to backfill and cover for absences
- Website development
- Policy development
- 2021 Budget preparation
- Project Planning: Recreation Centre A/V Upgrade Project
- Tax Recovery activities: Tax Auction held on February 25

## MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- COVID-19 Updates for Alberta Municipalities from the Chief Medical Officer of Health(weekly)
- CREPP Meetings(weekly)
- NE Alberta Emergency Management DEM Meeting(bi-weekly)
- AUMA President's Summit on Policing
- Hwy 15 Functional Planning Study – Technical Review Committee
- Alberta Hub Regional Economic Development
- Alberta Municipal Clerks Association- Election Forum
- AUMA Provincial Budget 2021 Webinar

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING March 9, 2021

## HIGHLIGHTS

### Staff

- Internal staff training continued that will streamline service delivery and enhance efficiency.
- Internal staff and safety meeting, following Alberta Occupational Health and Safety guidelines.
- Staff attended Scissor Lift and Fall Arrest certification training.
- Waterline response debrief meeting with all staff to improve emergency response.

### Facilities

- Arena ice removal was completed.
- An outdoor skating area was developed at Hillside Park.

### Road Maintenance and Snow Clearing

- No major snow events that required removal, regular sanding and ice control measures were taken along with the removal of drifting snow in areas.
- A requirement for 2 additional no parking signs located at the Elementary School crosswalk was identified through a near miss reported and discussion with the school. Temporary signs have been installed until new ones arrive.

### Utilities

- Watermain break at 49 Street and 47 Ave caused water interruption to all residents February 8<sup>th</sup> with interruption to one resident and one business lasting until February 24<sup>th</sup>. A temporary water supply was installed to the resident and the business had water delivered as needed.
- Sewer main line maintenance on frozen lines due to extreme cold weather.
- Water supply line repair coordinated through EPCOR, started February 22 limiting water supply to Lamont for 4 days.

### Projects & Requests:

- Attended Parks and Recreation Committee Meeting February 8<sup>th</sup>.
- 2021 Capital Project- Sanitary Sewer Trunk Line. The tender for repair work has been awarded. Work will start in March.
- 2021 Capital Project-Recreation AV upgrade project has been awarded. Work will start in March.
- Attended the Elk Island Traffic Safety Committee meeting, February 16.

Description	2021 Budget (Jan - Apr)	Targeted Amount Feb	2021 Actual Feb	Variance	% of Completion	2021 - Feb	2020 - Feb	Increase/ (Janrease)	Percentage	Note
<b>REVENUE</b>										
General Revenue	(160,080)	(40,020)	(119,629)	(40,452)	75%	(29,025)	(29,606)	581		
Administration	(7,740)	(1,935)	(3,869)	(3,871)	50%	(644)	(582)	(62)		
By Law	(1,000)	(250)	(856)	(144)	86%	(115)	(955)	840		
Strs. & Road	(2,400)	(600)	0	(2,400)	0%	0	0	0		
Storm Sewer	0	0	0	0	0%	0	0	0		
Water	(227,964)	(56,991)	(765)	(227,199)	0%	(765)	(772)	6		
Sewer	(67,809)	(16,952)	(9)	(67,801)	0%	(9)	19	(28)		
Garbage	(135,238)	(33,809)	(27)	(135,211)	0%	(27)	72	(99)		
Cemetery	(800)	(200)	0	(800)	0%	0	0	0		
Planning & Subdivision	(1,200)	(300)	(419)	(782)	35%	(54)	(64)	10		
Hall	(10,200)	(2,550)	(5,172)	(5,028)	51%	(5,172)	(1,745)	(3,427)		
Arena	(62,814)	(15,703)	0	(62,814)	0%	0	0	0		
Park	(4,200)	(1,050)	0	(4,200)	0%	0	0	0		
Curling Rink	(200)	(50)	0	(200)	0%	0	0	0		
FCSS	0	0	0	0	0%	0	0	0		
<b>TOTAL REVENUE</b>	<b>(695,145)</b>	<b>(173,786)</b>	<b>(130,745)</b>	<b>(564,400)</b>	<b>19%</b>	<b>(35,811)</b>	<b>(43,287)</b>	<b>7,476</b>		
<b>EXPENSE</b>										
Council	60,880	15,220	15,959	44,921	26%	7,471	10,100	(2,629)		
Administration	267,684	66,921	111,925	155,759	42%	55,194	63,247	(8,053)		
Fire	11,700	2,925	8,526	3,174	73%	8,362	8,316	46		
Disaster Service	600	150	0	600	0%	0	0	0		
By-Law	24,168	6,042	1,182	22,986	5%	1,182	0	1,182		
Public Work	194,865	48,716	84,216	110,649	43%	47,166	40,515	6,651		
Street & Road	154,156	38,539	14,037	140,119	9%	14,037	21,665	(7,627)		
Storm Sewer	6,960	1,740	0	6,960	0%	0	0	0		
Water	143,160	35,790	24,258	118,902	17%	23,893	43,893	(22,555)		
Sewer	41,680	10,420	2,506	39,174	6%	2,451	5,231	(2,780)		
Garbage	155,404	71,538	24,219	131,185	16%	24,219	23,519	700		
Family Community & Cemetery	6,430	1,608	0	6,430	0%	0	0	0		
Town Beautification	12,200	3,050	468	11,733	4%	0	0	0		
Planning & Subdivision	65,340	16,335	2,277	63,063	3%	2,277	9,743	(7,465)		
Hall	81,603	20,401	35,381	46,222	43%	27,128	21,140	5,988		
Arena	152,849	38,212	36,893	115,955	24%	30,220	42,348	(12,129)		
Park	39,145	9,786	7,456	31,689	19%	4,316	1,029	3,287		
Curling Rink	16,800	4,200	18,631	(1,831)	111%	18,511	13,406	5,104		
FCSS & School Fund	246,304	61,576	9,796	236,508	4%	518	455	64		
<b>Total Expense</b>	<b>1,681,929</b>	<b>453,169</b>	<b>397,731</b>	<b>1,284,198</b>	<b>24%</b>	<b>266,945</b>	<b>304,608</b>	<b>(40,217)</b>		



Description	2021 Budget (Jan - Apr)	Targeted Amount Feb	2021 Actual Feb	Variance	% of Completion	2021 - Feb	2020 - Feb	Increase/ (Janrease)	Percentage	Note
<b>Capital Programs</b>										
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	2,069	(2,069)	-100%	
storm Sewer	0	0	0	0	0%	0	0	0	0%	
Water	0	0	0	0	0%	0	0	0	0%	
Sewer	388,375	97,094	22,562	365,813	6%	6,528	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%	
<b>Total Capital Programs</b>	<b>388,375</b>	<b>97,094</b>	<b>22,562</b>	<b>365,813</b>	<b>6%</b>	<b>6,528</b>	<b>2,069</b>			



## Lamont County Emergency Services MONTHLY FIRE DISTRICT REPORT

District	Month/Year
District Fire Chief	
<b>Meetings/Events Attended</b>	<b>Professional Development</b>
<b>Projects Started/Completed</b>	<b>Other Information</b>

Fire District Update	
Community Events Hosted/Attended	Training
<p>_____ <b>Total Volunteer Hours in Community</b></p>	<p>_____ <b>Training Sessions Held</b>  <i>The following topics were trained on:</i></p>
Incident Summary	Personnel Summary
<p>_____ <b>Incidents</b>                      _____ Alarms                      _____ Fires                      _____ MFR                      _____ Motor Vehicle Accidents                      _____ Other</p>	<p>_____ <b>Personnel on the Roster</b>                       _____ <b>Volunteer Hours at Station</b></p>

**Respectfully Submitted,**

**TOWN OF LAMONT**  
**NOTICE OF MOTION**

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**Council Meeting:** March 9, 2021

**Council Member:** Councillor Harvey

**Motion\*:** That Council direct Administration to conduct a resident survey regarding expectations and preferred direction for policing and bylaw enforcement in the community. Further that a Community Policing Committee or a Community Advisory Committee be explored prior to the 2022 RCMP Annual Performance Plan.

**Background:**

Councillor Harvey put forward Notice of Motion for the Community Enforcement Survey during the February 23, 2021 Council Meeting.