

Council Package

April 13, 2021



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
April 13, 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. March 23, 2021 Minutes

1.4.2. March 26, 2021 Special Meeting Minutes

2. CLOSED SESSION

2.1. CAO Recruitment

FOIP Section 17 - Disclosure Harmful to Personal Privacy

FOIP Section 19 – Confidential evaluations for employment, contracts or other benefits

FOIP Section 24 – Advice from Officials

3. DELEGATIONS

3.1. MOTION FOR ACCEPTANCE OF DELEGATION

4. CORRESPONDENCE

4.1. Alberta Hub Board/Membership Minutes – January 25, 2021

5. NEW BUSINESS

5.1. 2021 Operating Budget & 3 Year Financial Plan

5.2. 2021 Capital Budget & 5 Year Financial Plan

5.3. 2021 Proposed Tax Rates

6. REPORTS

6.1. Mayor and Council

6.2. CAO

6.3. Director, Operations & Infrastructure

6.4. Finance

6.5. Fire District

6.6. Development

7. NOTICES OF MOTION

8. ADJOURNMENT



**Town of Lamont
March 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
	Robert Mu	Finance Officer

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: 61/21 Councillor Koroluk: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

DELEGATIONS:

MOTION: 62/21 Councillor Taylor: That the delegation be accepted.

- Metrix LLP, Phil Dirks – 2020 Audit Presentation

Adoption of Minutes:

- a) Meeting Minutes – March 9, 2021 Minutes

MOTION: 63/21 Councillor Perrin: That the Minutes of the March 9, 2021 Meeting be accepted as presented.

CARRIED

a) February 8, 2021 Parks and Recreation Committee Minutes

MOTION: 64/21 Councillor Taylor: That the Minutes of the March 9, 2021 Meeting be accepted as presented.

CARRIED

CORRESPONDENCE :

- Minister of Municipal Affairs letter re: Disaster Recovery Plan
- Municipal Governance Frequently Asked Questions
- Lamont Health Care Centre Board Minutes- February 25, 2021

MOTION: 65/21 Councillor Perrin: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS

2020 Audited Financial Statements

MOTION: 66/21 Councillor Harvey: That Council approve the 2020 Audited Financial Statements.

CARRIED

Street Sweeping Plan

MOTION: 67/21 Councillor Foulds: That Council received the Street Sweeping Plan as information.

CARRIED

2021 Budget Introduction

MOTION: 68/21 Councillor Taylor: That Council receive the 2021 Budget Introduction as information.

CLOSED SESSION:

- **CAO Advice**
 - *FOIP Section 24- Advice from Officials*
- **Personnel**
 - *FOIP Section 17 - Disclosure Harmful to Personal Privacy*

MOTION: 69/21 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 and 24 of the *Freedom of Information and Protection of Privacy Act* at 8:29 p.m.

CARRIED

MOTION: 70/21 Councillor Taylor: That Council revert to regular Council meeting session at 9:08 p.m.

CARRIED

MOTION: 71/21 Councillor Koroluk: That Council extend the meeting beyond 9:00 p.m.

CARRIED

REPORTS

Council Reports:

- | | |
|---------------------------|--|
| Mayor Skinner | Written report attached. |
| Councillor Taylor | Written report attached.
Highway 15 Planning Study Open House -March 25-April 15
Attended the Lamont High School Parent Advisory Committee and Lamont Highschool Foundation Meeting on March 15. Next year will come with changes in Administration at the school as the Principal, Vice Principal and the Finance person are all leaving. |
| Councillor Harvey | No report. |
| Councillor Koroluk | Attended the FCSS Meeting. |
| Councillor Perrin | No report. |
| Councillor Foulds | Attended the Alberta Hub meeting on March 22, 2021. |

Staff Reports:

Director, Operations & Infrastructure

Working with the Town of Bruderheim to explore partnership opportunities on equipment as well as services.

Projects Update:

Bike Park Project will start in late April.

Recreation A/V Upgrade commenced Monday and should be completed in 3 weeks.

Sanitary Sewer Trunk Line – started construction on north and are on track for completion by the first week of April.

CAO

Project Update:

Administration Building will have LED lighting installed funded by Fortis Alberta.

MOTION: 72/21 Councillor Perrin: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION: None.

ADJOURNMENT: Mayor Skinner adjourned the meeting at 9:19 p.m.

Mayor

Chief Administrative Officer



**Town of Lamont
March 26, 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

CALL TO ORDER AND RELATED BUSINESS

Call to Order: Mayor Skinner: called the meeting to order at 7:31 p.m.

Adoption of Agenda

MOTION: 73/21 Councillor Koroluk: That the Council Agenda be accepted as presented.

CARRIED

NEW BUSINESS

CLOSED SESSION:

- **Personnel**
 - *FOIP Section 17 - Disclosure Harmful to Personal Privacy*

MOTION: 74/21 Councillor Taylor: That Council convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Section 17 of the *Freedom of Information and Protection of Privacy Act* at 7:32 p.m.

CARRIED

MOTION: 75/21 Councillor Taylor: That Council revert to regular Council meeting session at 8:12 p.m.

CARRIED

MOTION: 76/21 Councillor Perrin: That Council accept the resignation notice from Christine Beveridge.

CARRIED

MOTION: 77/21 Councillor Foulds: That Council authorize Mayor to coordinate the CAO recruitment within the parameters discussed within closed session.

CARRIED

ADJOURNMENT: Mayor Skinner adjourned the meeting at 8:14 p.m.

Mayor

Chief Administrative Officer

CLOSED SESSION NOTICE

2.1 CAO Recruitment

- *FOIP Section 17 - Disclosure Harmful to Personal Privacy*
- *FOIP Section 19 – Confidential evaluations for employment, contracts or other benefits*
- *FOIP Section 24 – Advice from Officials*



Northeast Alberta Information HUB Board/Membership Virtual Meeting Minutes January 25, 2021

Attendance: Bob Buckle/Cold Lake, Caroline McAuley/Vermilion, Jocelyne Lanovaz/Mannville, Soren Odegard/County of Two Hills, Gerald Aalbers/Lloydminster, Bev Lockett/Portage College, Lorin Tkachuk/Lac La Biche County, Steve Upham/St. Paul County, Mike Tarkowski/Two Hills, Tim MacPhee/Vegreville, Jana Rowe/Lac La Biche County, Bob Bezpalko/Alberta HUB, Joanne Warawa/Alberta HUB, Gary Ward/St. Paul,, Rob Pulyk/Vermilion, Ben Fadeyiw/M.D. Bonnyville, Alice Wainwright/Lakeland College, Leslie Cusack/County Vermilion River, Terri Hampson /Elk Point,, Lorne Halisky/Smoky Lake County, Ross Whitelaw/Smoky Lake, Don Romanko/Vilna, Cheryle Eikeland/Marwayne, Laurent Amyotte/County of St. Paul, Jody Foulds/Lamont, Brian McEvoy/Bonnyville, Debbie McMann/Innisfree, Heather Perryman/Kitscoty, Jim Newman/Lamont County, Sheila Lupul/Andrew, Caroline Toppazzini/County Vermilion River, Linda Sallstrom/St. Paul Chamber/STEP, Gary Ward/St. Paul, Michelle Wright/Smoky Lake County, Katlin Ducherer/Lloydminster, Wendy Wagner/Lloydminster, Jody Quickstad/Mannville, Leon Cardinal/Fishing lake, Mary Lee Prior/Vermilion, Dale Swripa/County of Vermilion River, Brent Williams/Minburn County, Melody Morton/Smoky Lake, Dan Kotylak/Smoky Lake, Adam Kozakiewicz/Smoky Lake, Ken Gwozdz/Elk Point, Judy Schueler/Bruderheim, Dan Gawalko/Smoky Lake County

Regrets: Greg Sparklingeyes/Whitefish Lake First Nations, Stan Delorme/Buffalo Lake Metis Settlement, Jerico Vanbrabant/MCSNet, Lindsay Haag/EMW

- 1.0 Steve Upham called the meeting to order at 9:35am and welcomed everyone.
- 2.0 Steve asked for any additions to the agenda, Lorne Halisky asked to add Broadband. This was added as 8.0d. Steve asked for a motion to approve the agenda.

Tim MacPhee moved to accept the agenda with the addition of item 8.0d. Carried

- 3.0 Alberta HUB September 28, 2020 draft meeting minutes
Steve asked for a motion to approve the minutes from the November 23,2020 board/membership meeting. .

Caroline McAuley moved approval of the November 23, 2020 meeting minutes Carried

4.0 Steve asked Joanne Warawa to present the financial report as of December 31, 2020.
Joanne presented the financials.
Sec/treasurer Lorin Tkachuk also spoke to the financials.
Hearing no further questions/comments Steve asked for a motion to approve the financial report as presented.

Bob Buckle moved to approve the financial report as presented. Carried

5.0 Signing Authority - Steve Upham

Steve asked for a motion to remove Jennifer Leroux as having signing authority
For the Northeast Alberta Information HUB

Lorin Tkachuk moved to remove Jennifer Leroux as having signing authority for the Northeast Alberta Information HUB. (Alberta HUB). Carried

5.0a Steve asked for a motion to add Joanne Warawa as having signing authority for the Northeast Alberta Information HUB (Alberta HUB).

Tom MacPhee moved to add Joanne Warawa as having signing authority for the Northeast Alberta Information HUB (Alberta HUB). Carried

6.0 REDA Program Update – Steve Upham

Steve spoke to the letter received from Minister Schweitzer replying to Alberta HUB’s letter detailing the valuable work Alberta HUB has and continues to do in economic development. A copy of the letter was sent to all members.

Steve advised that ADM Michele Evans has moved to Workforce strategies and is no longer with JEI.

Steve stated he had a very good meeting with Invest Alberta and there are opportunities for The REDAs to play a strong role in enabling investment.

Ben (M.D. B.V.) asked if there was any mention of JEI restoring the funding they eliminated for REDAs..... There was no mention of funding by the Minister.

Steve stated that he will continue to advocate for Alberta HUB/REDAs in showing our value and Re-instating the reduced funding.

Bob Buckle asked if Alberta HUB explored the possibility of accessing GOA/Fed funding to off-set the reduced funding. Bob also mentioned chambers were successful in accessing funds.

Bob Bezpalko mentioned he and Joanne will research possible funding.

7.0 Alberta HUB Support Letter for Rural Businesses- Steve Upham,

Lorne Halisky Smoky Lake County

“to consider Rural when closing/ reopening businesses during the COVID pandemic due to the economic etc impacts on Rural Alberta.

Lorne suggested that Alberta HUB send a letter to the Minister of JEI strongly urging the GOA allow businesses to re-open following all the protocols as outlined by AHS. He stated the County of Smoky Lake has sent a letter regarding this concern to the Premier.

The Cold Lake Chamber has also sent a letter.

After a brief discussion Steve asked for a motion for Alberta HUB to send a letter to the Minister of JEI detailing the need to consider rural based businesses and their ability to remain in business with the health restrictions. A copy will be sent to relevant MLAs.

Lorne Tkachuk moved Alberta HUB send a letter to Minister Schweitzer regarding the Pandemic Restrictions effecting businesses. Carried

Bob will send out the letters from Smoky Lake County and Cold Lake Chamber as samples that were sent.

8.0 Operations Update – Bob Bezpalko

a) Virtual Broadband Event - Alberta Rural Connectivity Forum
March 23 & 24, 2021 (Tuesday/Wednesday)

Bob advised that the REDAs are involved with Cybera and other stakeholders in bringing. This event together.

This free event, running online the afternoons of March 23-24, 2021, will focus on internet access opportunities for residents, businesses, and public organizations across Alberta.

Recognizing the central importance of broadband to the province's future, and the lack of a unified response to this problem, the Alberta Rural Connectivity Forum will bring together partners in government, policy and advocacy to share experiences and workshop solutions.

Bob asked Steve if 8.0d should now be spoken to since broadband is the topic

d) Steve agreed and asked Loren Halisky to begin the discussion.

Loren referenced the recent email Alberta HUB sent out regarding the initiative Canadian Fibre Optics in doing in NW Alberta.

.....provide information on the current state of connectivity in NW Alberta, action taken by the Region to improve connectivity and the importance of high-speed internet to our Regional education, health, and economic development.

Loren asked if Alberta HUB can move forward with some type of initiative addressing the Connectivity issue. Loren highlighted the lack of a plan and most communities cannot address this issue on their own.

Bob provided an overview of the current situation with the Universal Broadband fund and that ISP will get the lion's share of the money. There is a need for communities to work close with their ISPs to identify areas where broadband is lacking.

Rob Pulyk (Vermilion) spoke to the lack of planning and execution at all levels of Government. There is no plan which leaves communities to fend for themselves.

Adam K. provided info about the town of Smoky Lake's broadband initiative that has addressed "some" of the need for connectivity.

Ben from the M.D. of Bonnyville spoke to the fact that the amount of money required to "connect" rural is in the millions of dollars that is beyond any community's capacity.



Cheryle (Marwayne) said the way the process is set up there is no way villages can address this issue by themselves. Regional / Collaborate approach is needed.

Dan from Smoky Lake expressed his frustration by stating that we might be wasting our time thinking the Alberta Government or Federal Government will fix this problem.

Steve asked if there are any suggestions how Alberta HUB might be able to move forward on this Issue. A consensus was reached for Alberta HUB to strike a committee dedicated to advocating to address the lack of rural connectivity.

Committee members: Rob Pulyk (Vermilion), Cheryle Eikeland (Marwayne), Lorne Halisky (Smoky Lake County)

To be confirmed: Greg Sparklingeyes (Whitefish First Nations)

Stan Delorme (Buffalo Lake Metis Settlement)

Lorin Tkachuk Lac La Biche will assist/advise

b) Virtual Hemp Webinar – January 27, 2021 9am start
Growing Opportunities in the Alberta Hemp Industry
Alberta HUB / Innotech Alberta event

c) CARES project update- Bob advised that the video marketing initiative is moving forward.

9.0 Executive Director Position – Steve Upham

Steve advised the membership that Bob Bezpalko has tendered his resignation and will leave Alberta HUB as of March 31, 2021. It is with regret that I ask for a motion to accept Bob's resignation.

Bob Buckle moved to accept Bob Bezpalko's resignation.

Carried

Steve asked for suggestions regarding the hiring of a new Executive Director.

The consensus was the executive committee form the hiring committee.

Steve asked for a motion that the hiring of the new executive director be handled by the Executive committee.

Gerald Aalbers moved that the executive committee move forward with hiring a executive Director.

Carried

After a brief discussion Steve advised that the next meeting date is March 22, 2021

Steve thanked everyone for their time and adjourned the meeting at 11:30am

Steve Upham
Chair

Lorin Tkachuk
Sec/Treasurer



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

AGENDA ITEM: 5.1

COUNCIL MEETING DATE:
April 13, 2020

ITEM DESCRIPTION OR TITLE

2021 Operating Budget & 3 Year Financial Plan

RECOMMENDATION

1. That Council approve the 2021 Operating Budget as presented.
2. That Council approve the 3 Year Financial Plan as presented.

BACKGROUND

The 2021 Operating Budget and 3 Year Financial Plan are prepared and presented to Council in accordance with Municipal Government Act (MGA).

COMMUNICATIONS

The budget information will be published on the website.

IMPLICATIONS OF DECISION

Factors considered during preparation of the proposed budget:

- 2020 budget and the actual operating results of the past three years
- COVID-19 impacts
- Property assessments for the year of 2020 (used in calculating 2021 property tax)
- Analysis on the current tax burden in comparison with other municipalities, the Town's current financial position, and the Town's future development
- Priority services identified by the budget survey:
 - Road & Sidewalk Maintenance
 - Protective Services
 - Economic Development
- Inflation rate as per Municipal Price Index (MPI) released by City of Edmonton
- Impacts from the Province's 2021 Budget
- Funding level from the Provincial Government Education tax requisition level
- Other source of revenue and requisitions & fees



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

- Contribution level to recreation by other government bodies
- Lamont County Senior Requisition
- Library Requisition
- Policing cost increased from 10% model to 15% model in 2021

Considerations of the factors noted along with the Council's desire include financial relief to ratepayers due to COVID – 19 were all incorporated within the proposed budget.

FINANCIAL IMPLICATIONS

Part I – 2021 Operating Budget:

- **Legislative Requirements:**

Pursuant to Section 242 of the MGA, Council must adopt an operating budget for the calendar year.

- **2021 Taxation:**

In the proposed 2021 Operating Budget, **taxation revenue has been decreased by 1.69% for residential and 1.51% for the non-residential as compared with the 2020 taxation rates.**

- 2021 Taxation budgeted - \$2,326,061
- 2020 Taxation revenue - \$2,365,178
- Decrease of \$39,117 or 1.65%.

The amount of \$2,326,061 is budgeted to be collected from taxation in 2021, this includes estimated requisitions of \$531,824, such as, Alberta School Foundation Fund of \$465,492 and Lamont Seniors Foundation of \$66,332. Further the Police funding that the Town collects on behalf of the Province is \$43,684. The requisitions and Police funding are “flow through” revenue and costs and do not benefit the Town's financial position.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

- **Costs / Source of Funding:**

The total of 2021 budgeted operating expenses (excluding amortization) is \$4,099,524. That includes \$148,524 (if the option 3 of the mill rate report is approved) to be transferred from operation to reserve and estimated requisitions of \$531,824 to be paid to the Province.

The budgeted operating expenses are funded from:

- Taxation of \$2,326,061
- Utilities revenues of \$1,090,547
- Franchise Fees of \$274,000
- Operational grant and others

Part II 3 – Year Financial Plan:

- **Legislative Requirements:**

Section 283.1 of the MGA states *“Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years”*.

- **Benefits:**

The intent is to develop a plan, not a multi-year budget. Inflation, growth, and service changes have been forecasted in this plan. The primary benefit of this plan is to identify future financial challenges and opportunities allowing Administration and Council to plan and develop a roadmap to minimize /eliminate challenges and take full advantage of opportunities.

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 242
MGA Section 243
MGA Section 283.1




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

ATTACHMENTS

1. 2021 Operating Budget
2. 3 year Financial Plan

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO: 

TOWN OF LAMONT 2021 OPERATING BUDGET

2021	2020
Budget Operating Revenue: \$4,248,479	Actual Operating Revenue: \$4,097,739
Budget Operating Expenses: \$4,980,553	Actual Operating Expenses: \$4,698,358
Taxation: \$2,326,061 (Option III)	Taxation: \$2,365,178

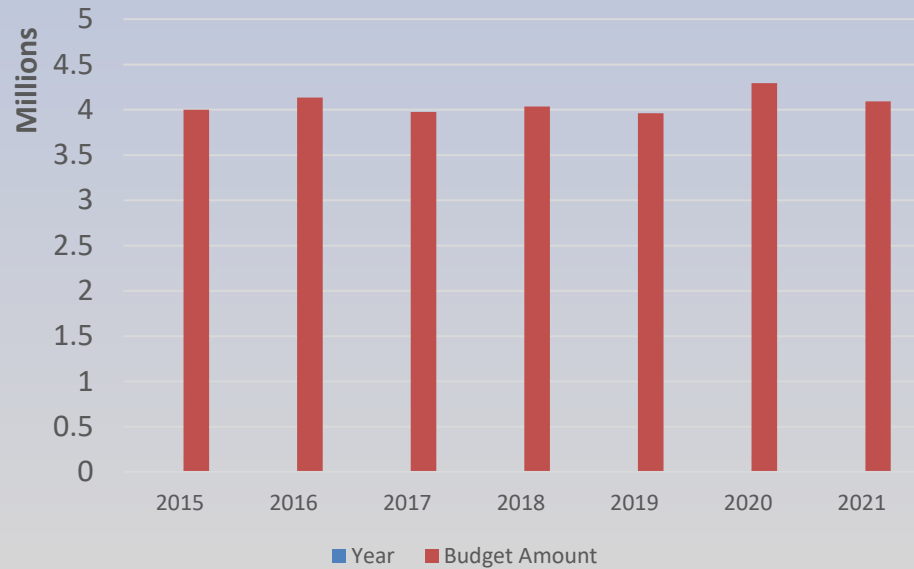
INFLATION RATES AS PER EDMONTON.CA

	2019	2020f	2021f	2022f	2023f	2024f
Municipal Inflation	2.16	1.34	1.87	2.62	2.53	2.59
Consumer Inflation	1.74	1.15	2.33	1.92	1.97	1.97
Difference (in percentage points)	0.42	0.19	-0.46	0.70	0.56	0.62

Source: City of Edmonton and the Conference Board of Canada

HISTORICAL OPERATING BUDGET AMOUNTS WITHOUT AMORTIZATION

Operating Budget without Amortization



Year	Budget Amount	\$ Change	% Change
2015	4,002,449	37,941	1.0%
2016	4,135,060	132,611	3.3%
2017	3,977,354	(157,706)	-3.8%
2018	4,035,540	58,186	1.5%
2019	3,961,260	(74,280)	-1.8%
2020	4,295,122	333,862	8.4%
2021	4,099,524	(195,598)	-4.6%

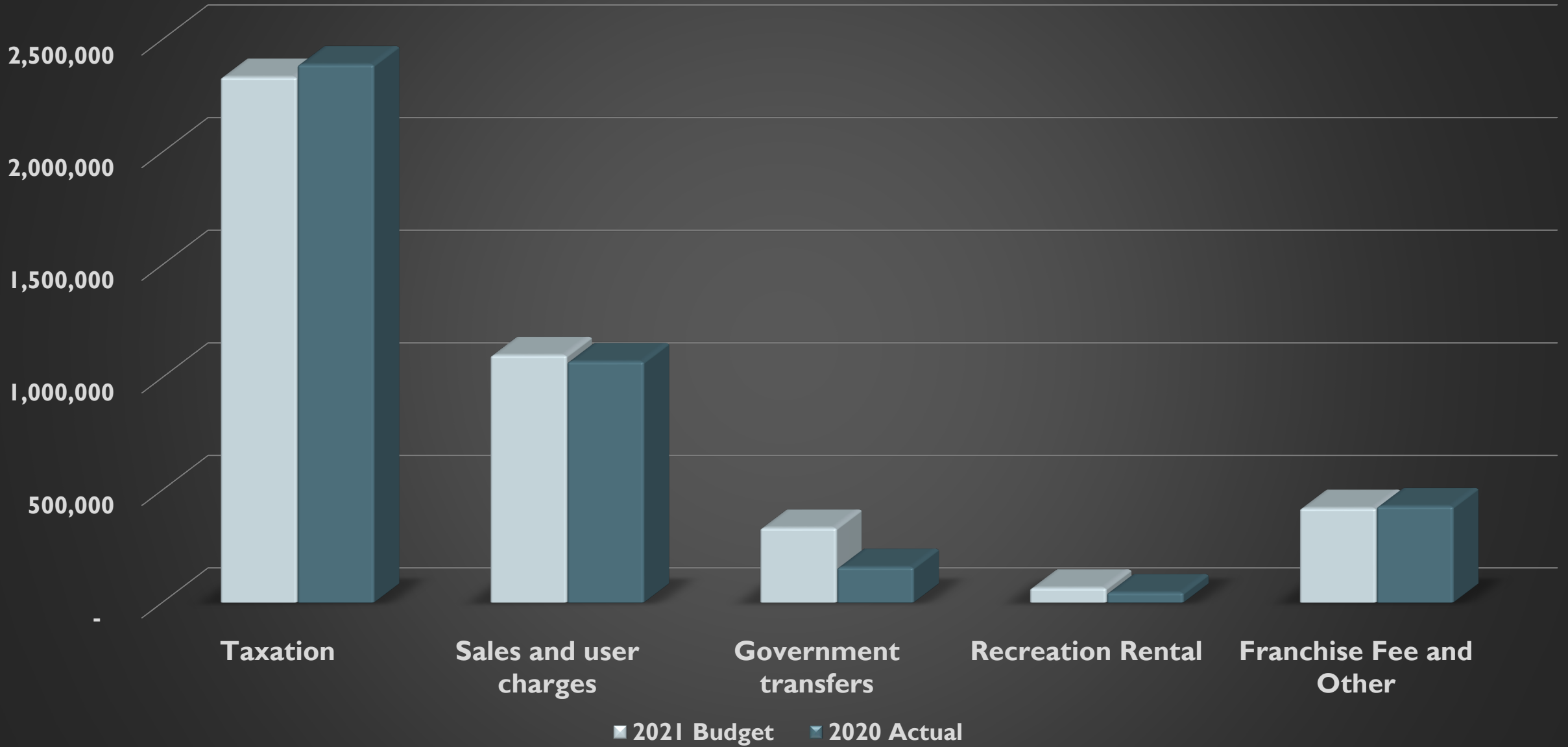


PART I – REVENUE

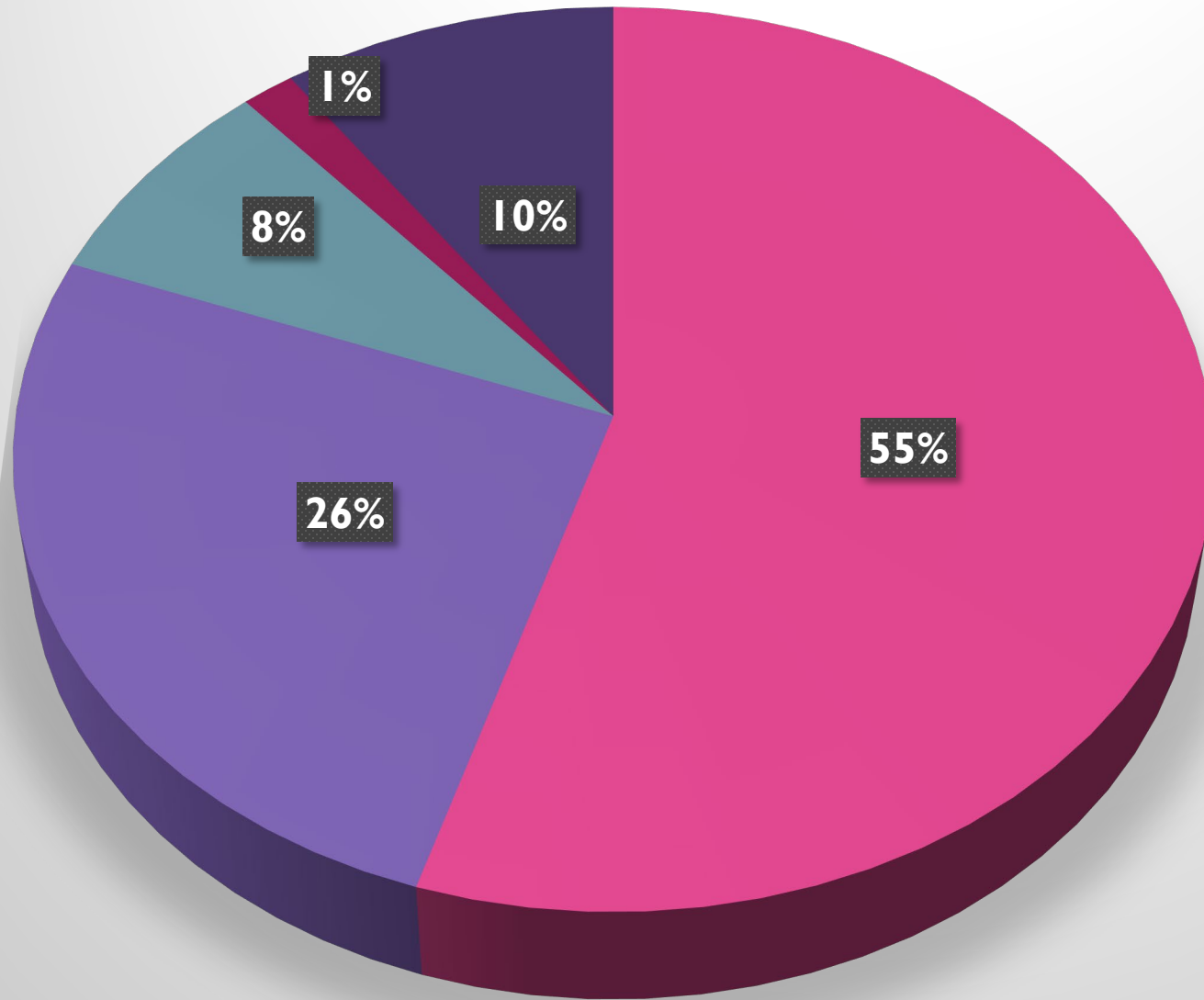
2021 BUDGET VS 2020 ACTUAL

Revenues	2021 Budget	2020 Actual	\$	%
			Change	Change
Taxation	2,326,061	2,390,811	(64,750)	-2.7%
Sales and user charges	1,100,725	1,072,740	27,985	2.6%
Government transfers	333,635	158,765	174,870	110.1%
Recreation Rental	66,847	46,122	20,724	44.9%
Franchise Fee and Other	421,212	429,300	(8,088)	-1.9%
Total	4,248,479	4,097,739	150,740	3.7%

2021 Budget vs. 2020 Actual



Source of Revenue

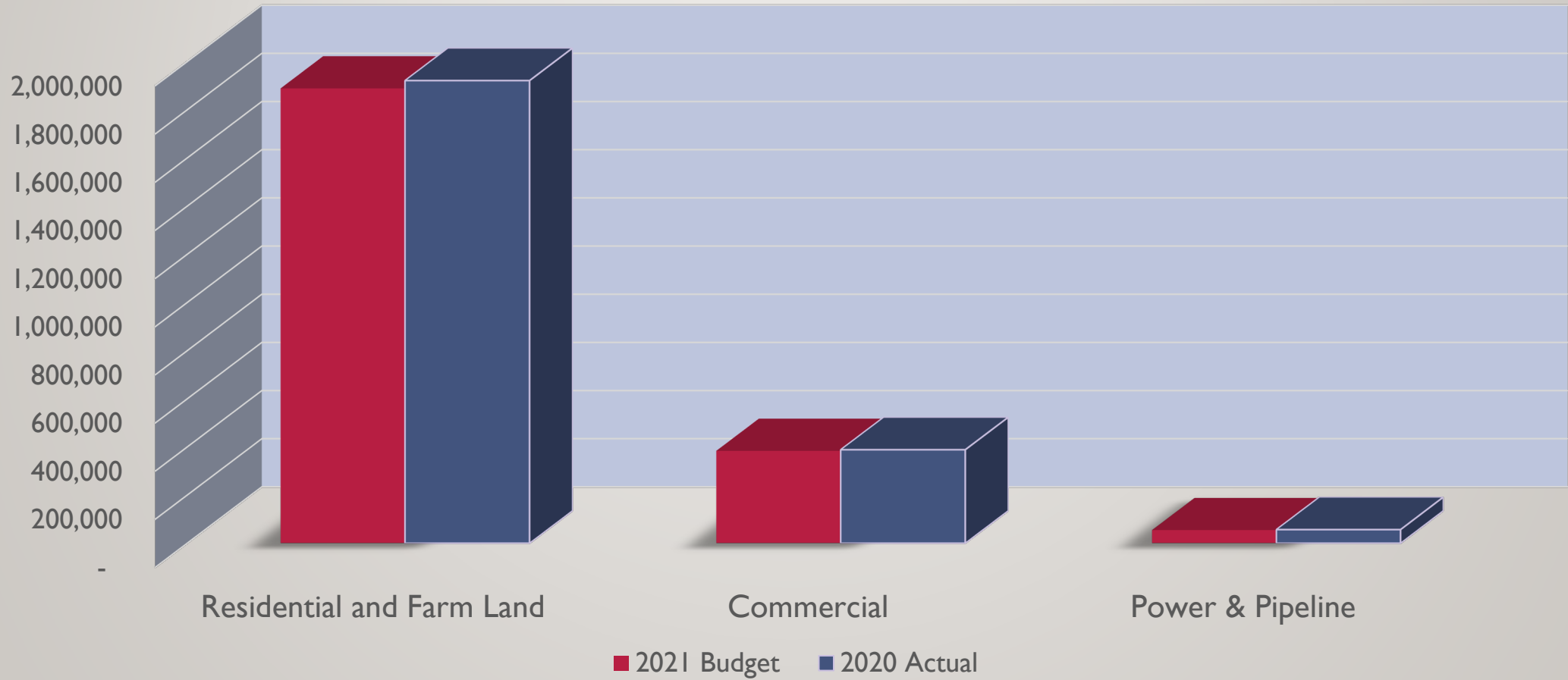


- Taxation
- Sales and user charges
- Government transfers
- Recreation Rental
- Franchise Fee and Other

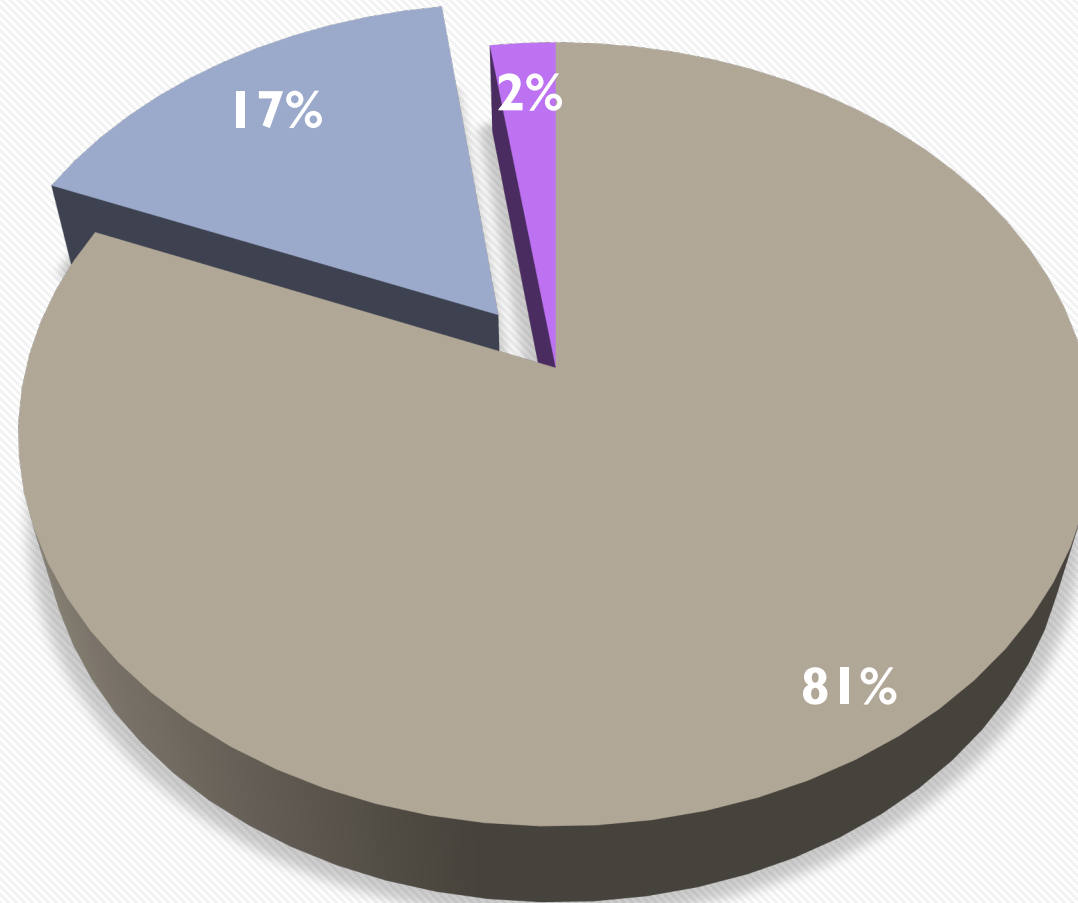
2021 TAXATION BUDGET

Taxation	2021 Budget	2020 Actual	\$ Change	% Change
Residential and Farm Land	1,888,465	1,920,877	(32,412)	-1.69%
Commercial	383,531	388,133	(4,602)	-1.19%
Power & Pipeline	54,065	56,167	(2,102)	-3.74%
Total	2,326,061	2,365,178	(39,117)	-1.65%

2021 Budget vs. 2020 Actual



2021 Budget Component



■ Residential and Farm Land

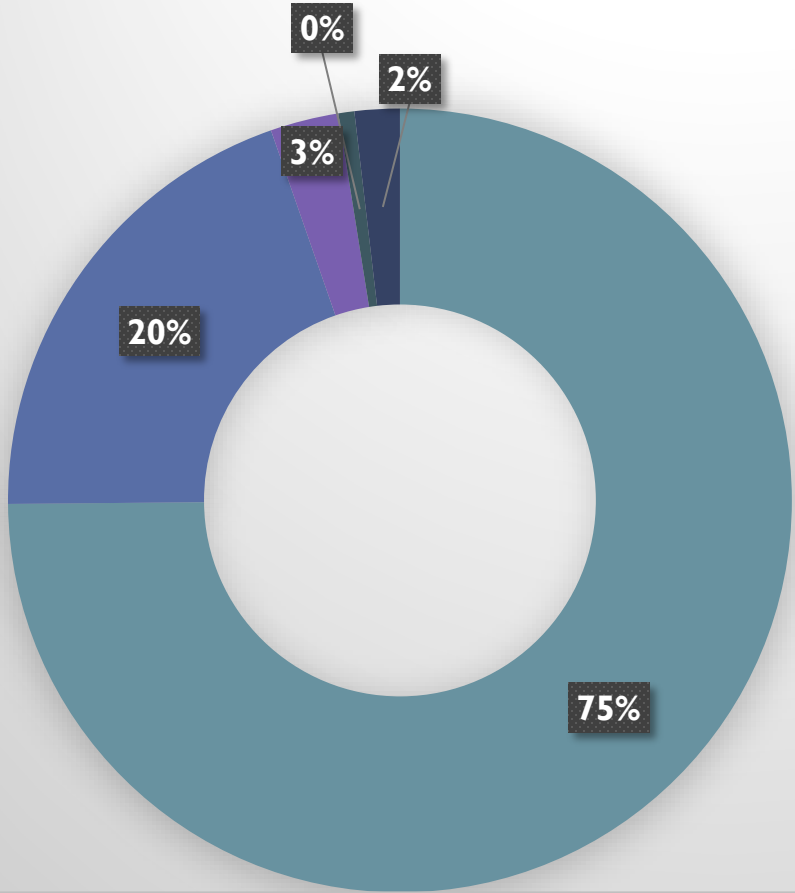
■ Commercial

■ Power & Pipeline

WHERE ARE THE TAXES SPENT?

	2021
Taxation vs Requisitions (Fees)	Budget
Net Tax for Municipal Operation	1,750,553
Education Requisition	465,492
Lamont County Senior Requisition	66,332
Library Requisition	15,435
Policing Cost	43,684
Total	2,326,061

Where are the taxes spent?



- Net Tax for Municipal Operation
- Education Requisition
- Lamont County Senior Requisition
- Library Requisition
- Policing Cost

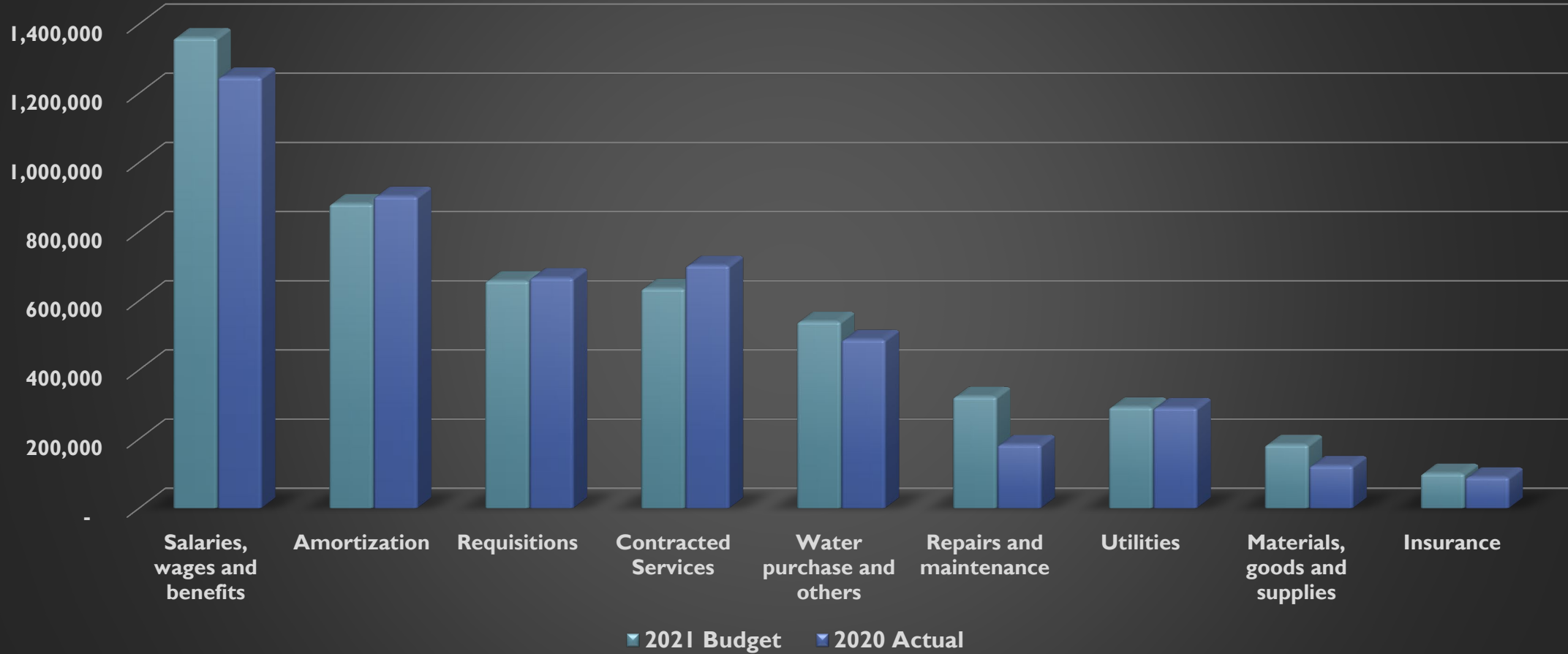


PART II – EXPENSES

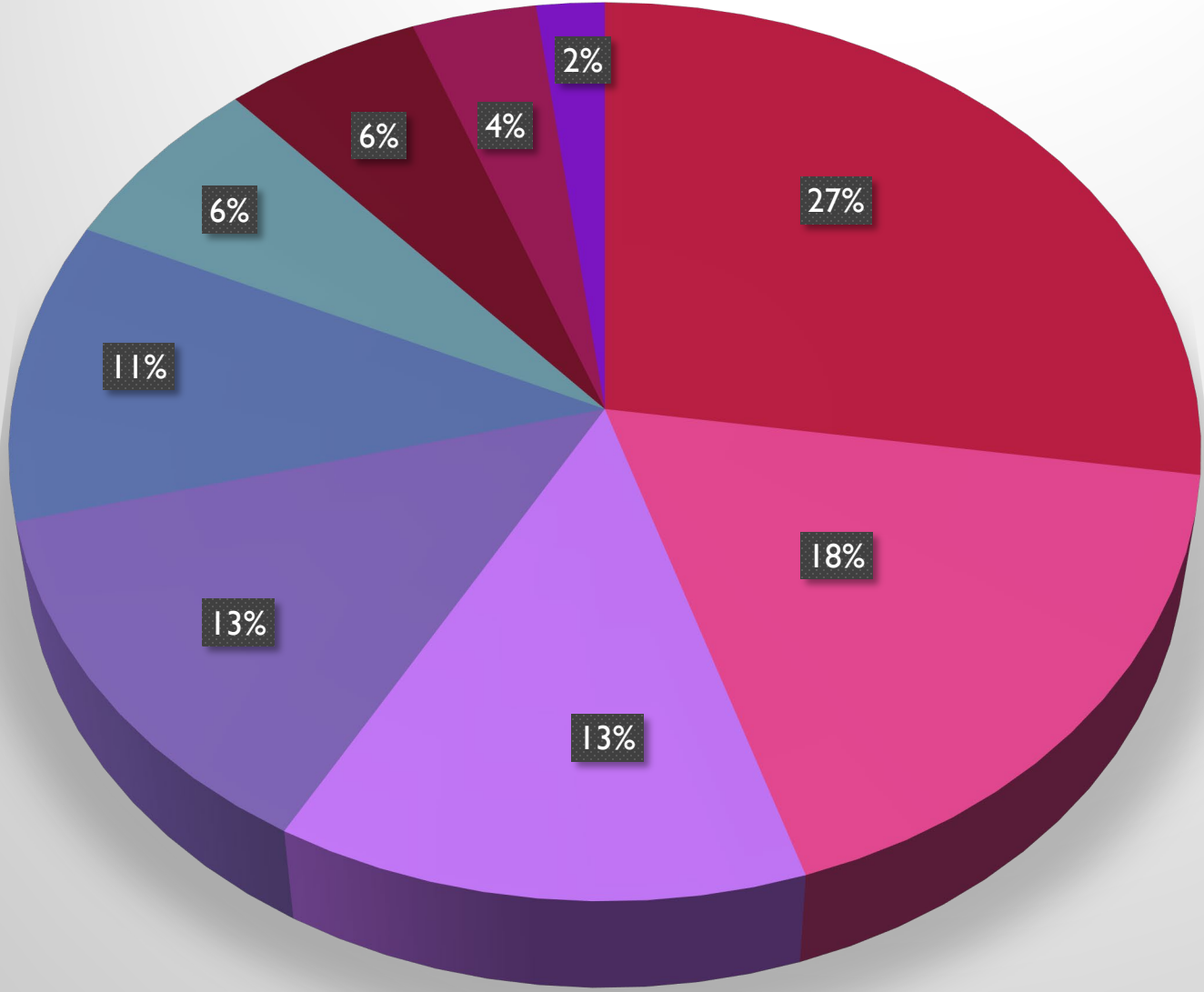
2021 EXPENSES BUDGET BY CATEGORIES

Expenses by Categories	2021 Budget	2020 Actual	\$ Change	% Change
Salaries, wages and benefits	1,361,039	1,247,211	113,828	9.1%
Amortization	881,029	902,665	(21,636)	-2.4%
Requisitions	658,399	666,850	(8,450)	-1.3%
Contracted Services	636,176	702,863	(66,687)	-9.5%
Water purchase and others	541,233	488,641	52,592	10.8%
Repairs and maintenance	323,528	184,529	138,999	75.3%
Utilities	293,150	291,338	1,812	0.6%
Materials, goods and supplies	184,472	123,730	60,742	49.1%
Insurance	101,527	90,532	10,995	12.1%
Total	4,980,553	4,698,358	282,195	6.0%

2021 EXPENSES BUDGET BY CATEGORIES



2021 Budget Expense by Categories

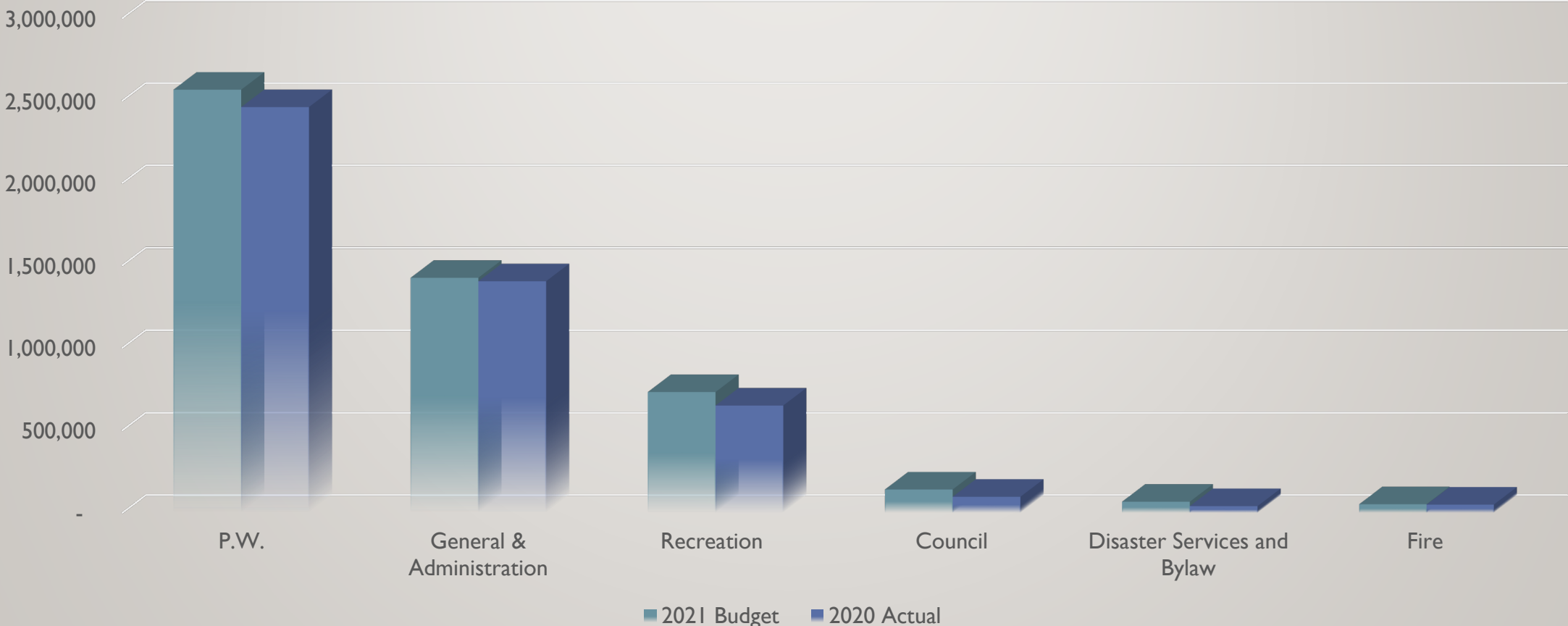


- Salaries, wages and benefits
- Amortization
- Requisitions
- Contracted Services
- Water purchase and others
- Repairs and maintenance
- Utilities
- Materials, goods and supplies
- Insurance

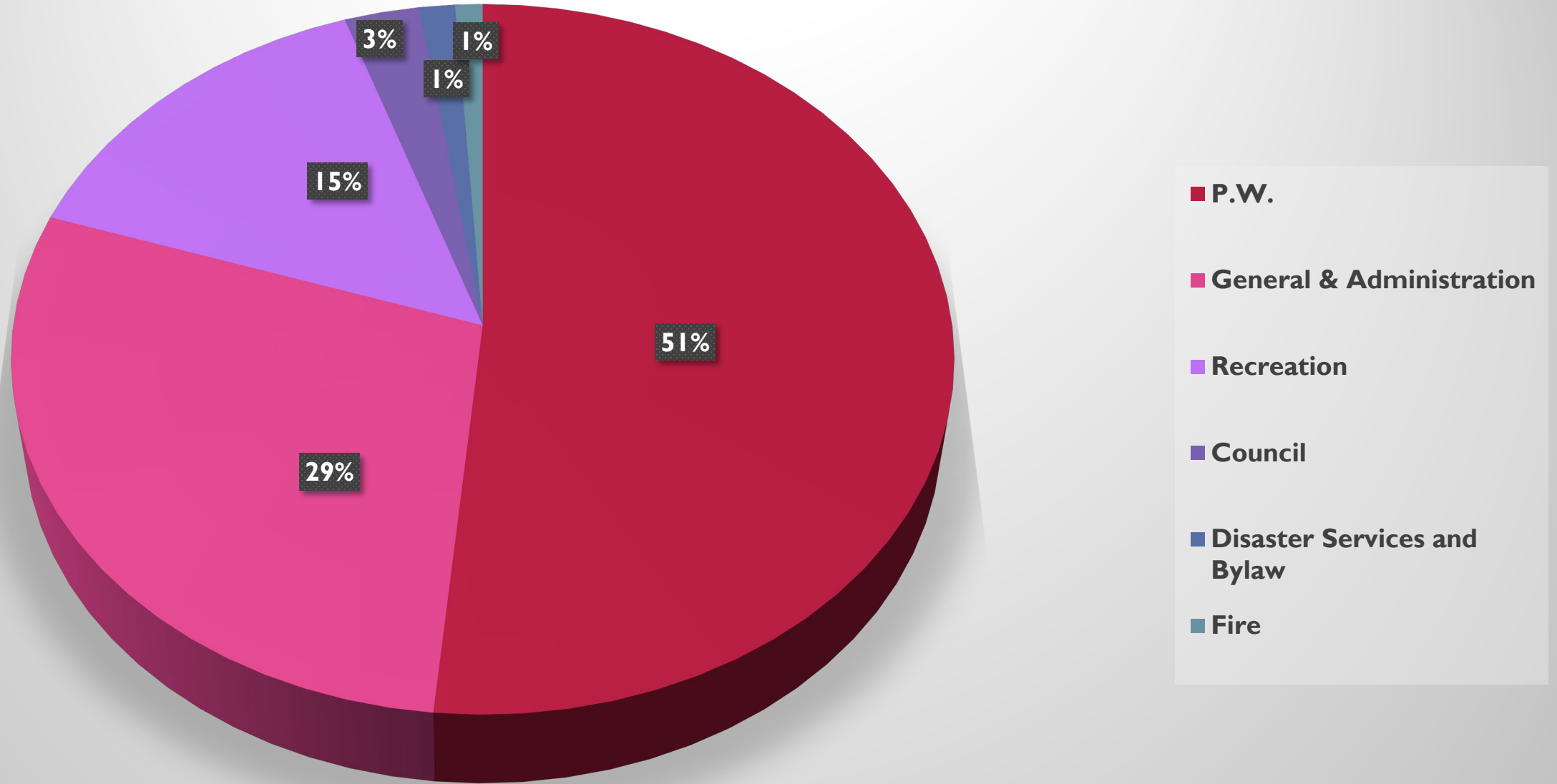
2021 EXPENSES BUDGET BY DEPARTMENT

Expenses by Departments	2021 Budget	2020 Actual	\$ Change	% Change
P.W.	2,565,503	2,460,025	105,478	4.3%
General & Administration	1,425,043	1,403,134	21,908	1.6%
Recreation	731,220	649,567	81,653	12.6%
Council	140,633	96,522	44,111	45.7%
Disaster Services and Bylaw	66,676	39,959	26,717	66.9%
Fire	51,478	49,151	2,327	4.7%
Total	4,980,553	4,698,358	282,195	6.0%

2021 BUDGET VS. 2020 ACTUAL



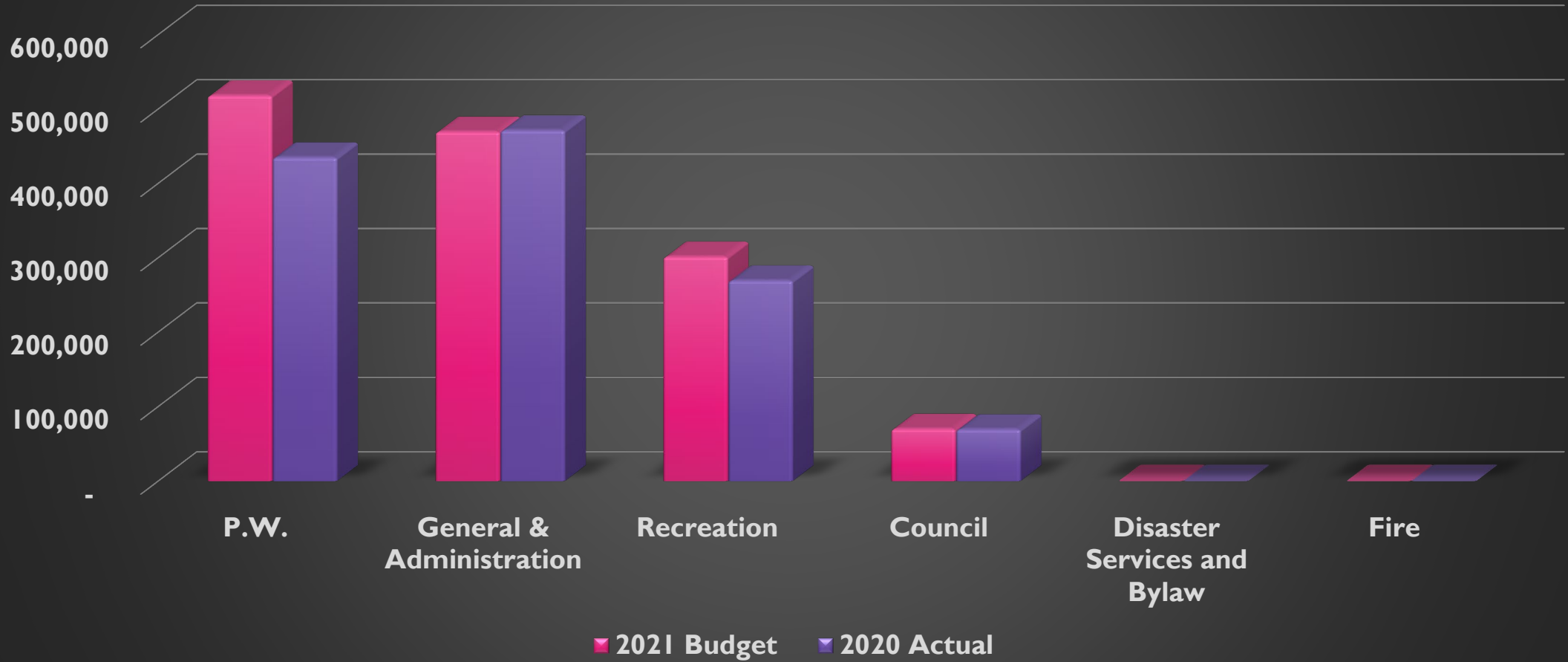
2021 Budget Expense by Department



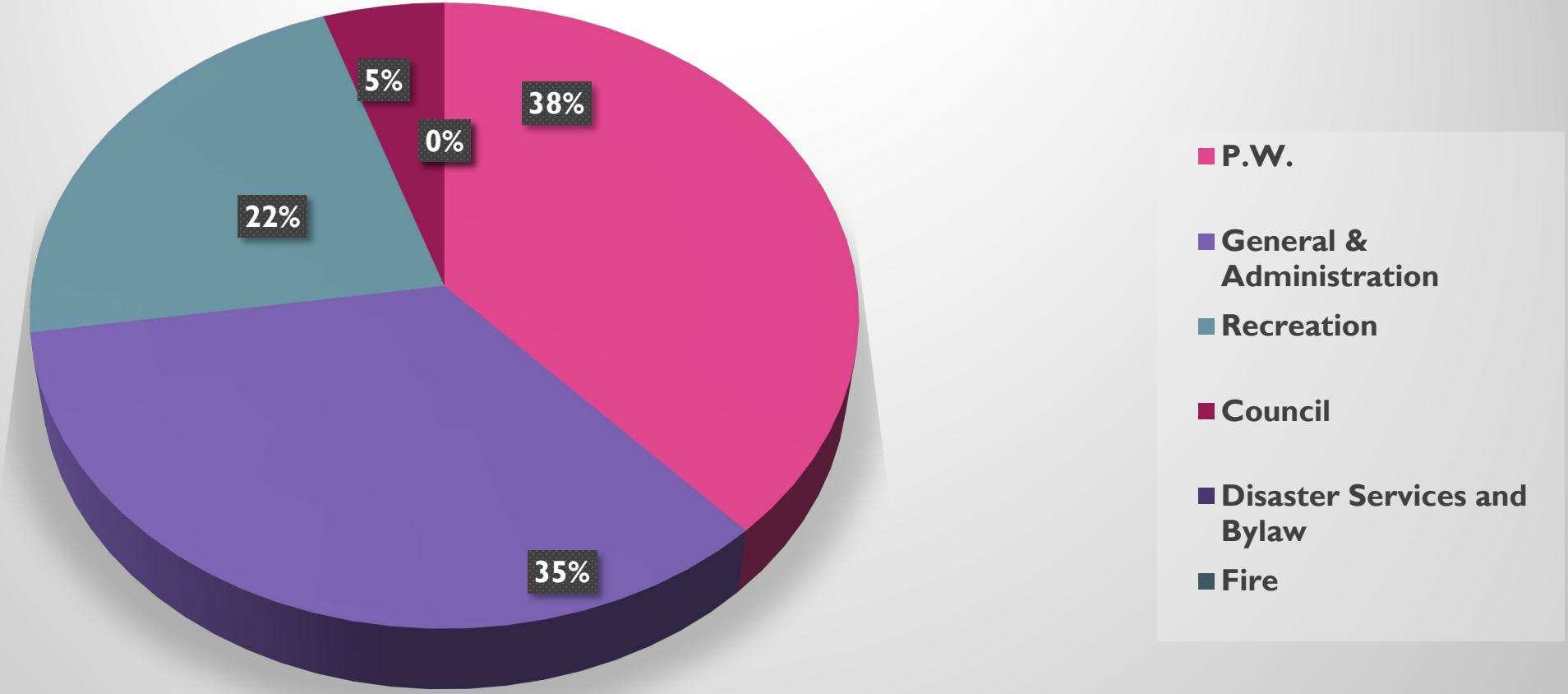
SALARIES, WAGES, AND BENEFITS

Labor Costs by Department:	2021 Budget	2020 Actual	\$ Change	% Change
P.W.	518,660	435,456	83,204	19.1%
General & Administration	469,914	471,908	(1,994)	-0.4%
Recreation	301,896	269,819	32,077	11.9%
Council	70,570	70,028	542	0.8%
Disaster Services and Bylaw	-	-	-	0.0%
Fire	-	-	-	0.0%
Total	1,361,039	1,247,211	113,828	9.1%

2021 Budget vs. 2020 Actual – Salary & Benefits Costs



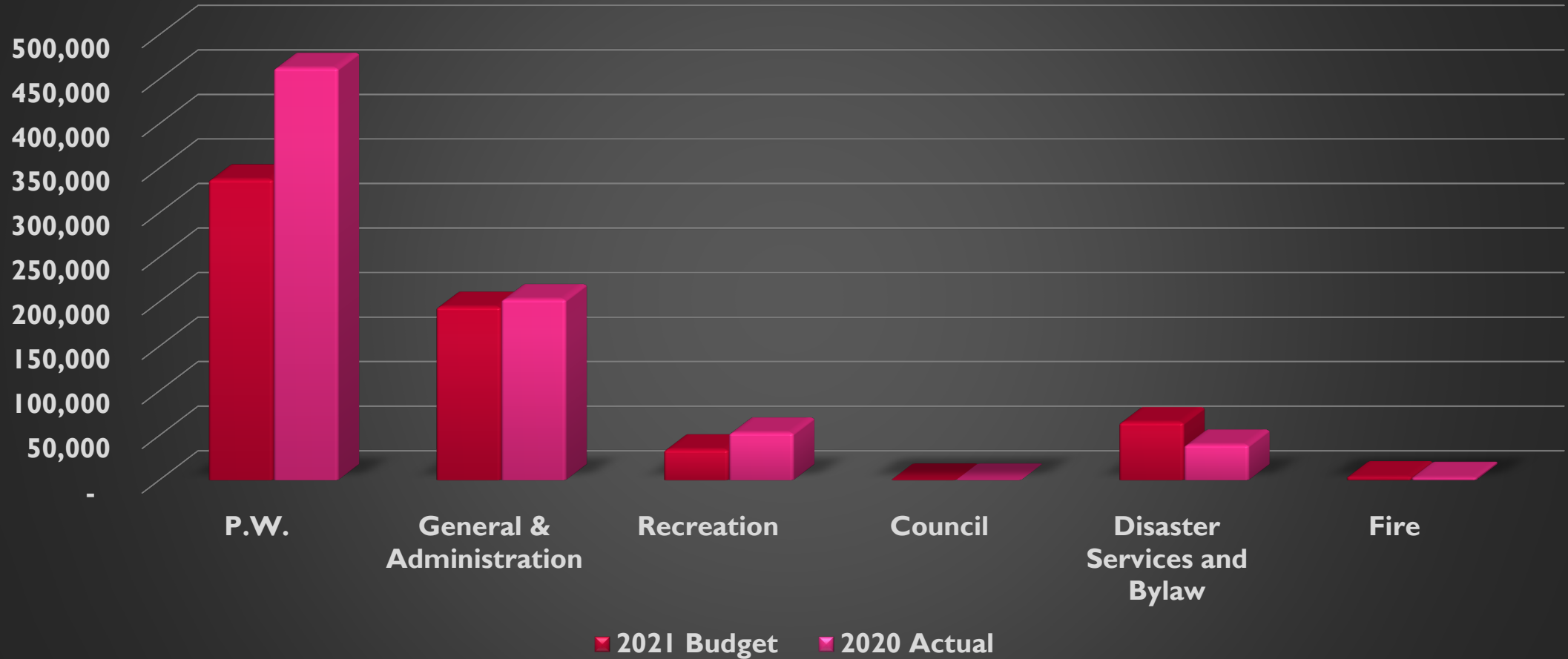
2021 Budget Expense by Department – Salary & Benefits Costs



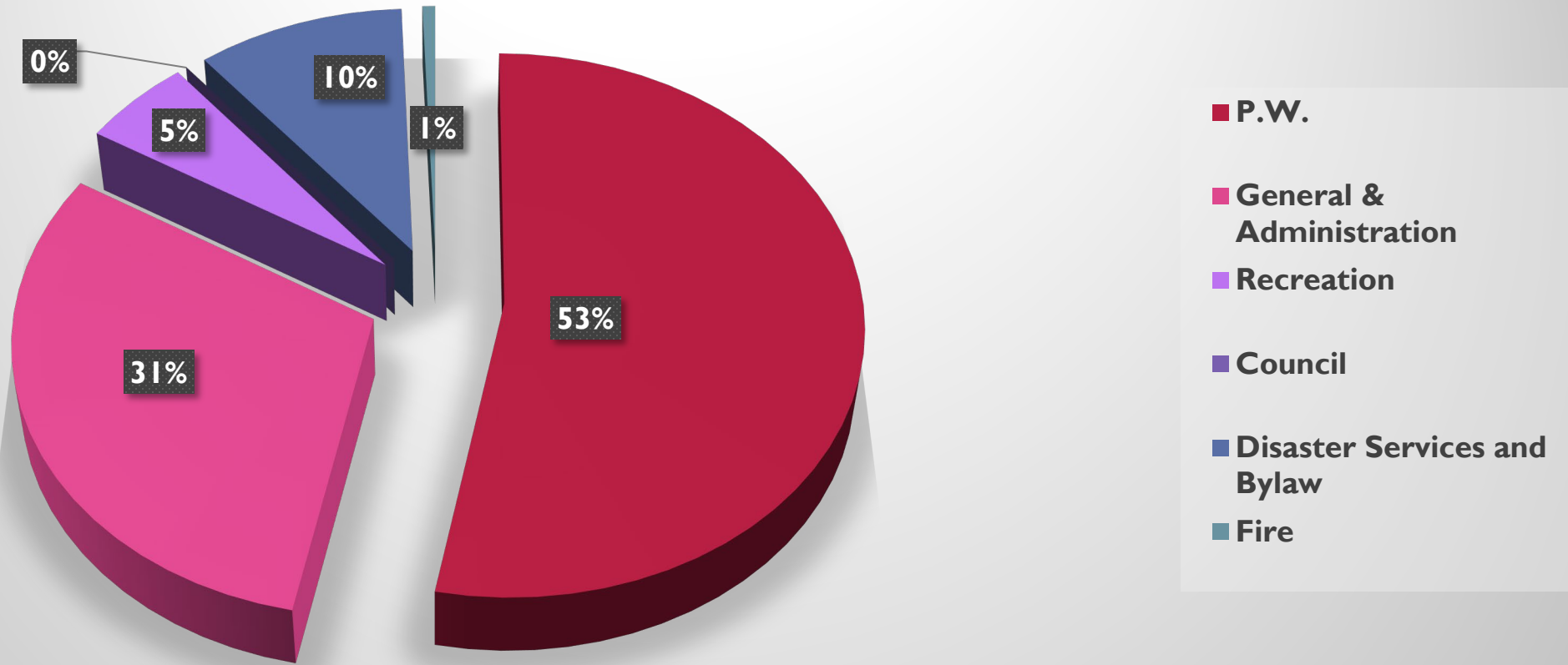
CONTRACTED SERVICES

Contracted Services by Departments	2021 Budget	2020 Actual	\$ Change	% Change
P.W.	337,800	462,977	(125,177)	-27.0%
General & Administration	194,600	203,164	(8,564)	-4.2%
Recreation	34,600	53,478	(18,878)	-35.3%
Council	-	-	-	0.0%
Disaster Services and Bylaw	65,176	39,959	25,217	63.1%
Fire	4,000	3,285	715	21.8%
Total	636,176	762,863	(126,687)	-16.6%

2021 Budget vs. 2020 Actual – Contracted Services



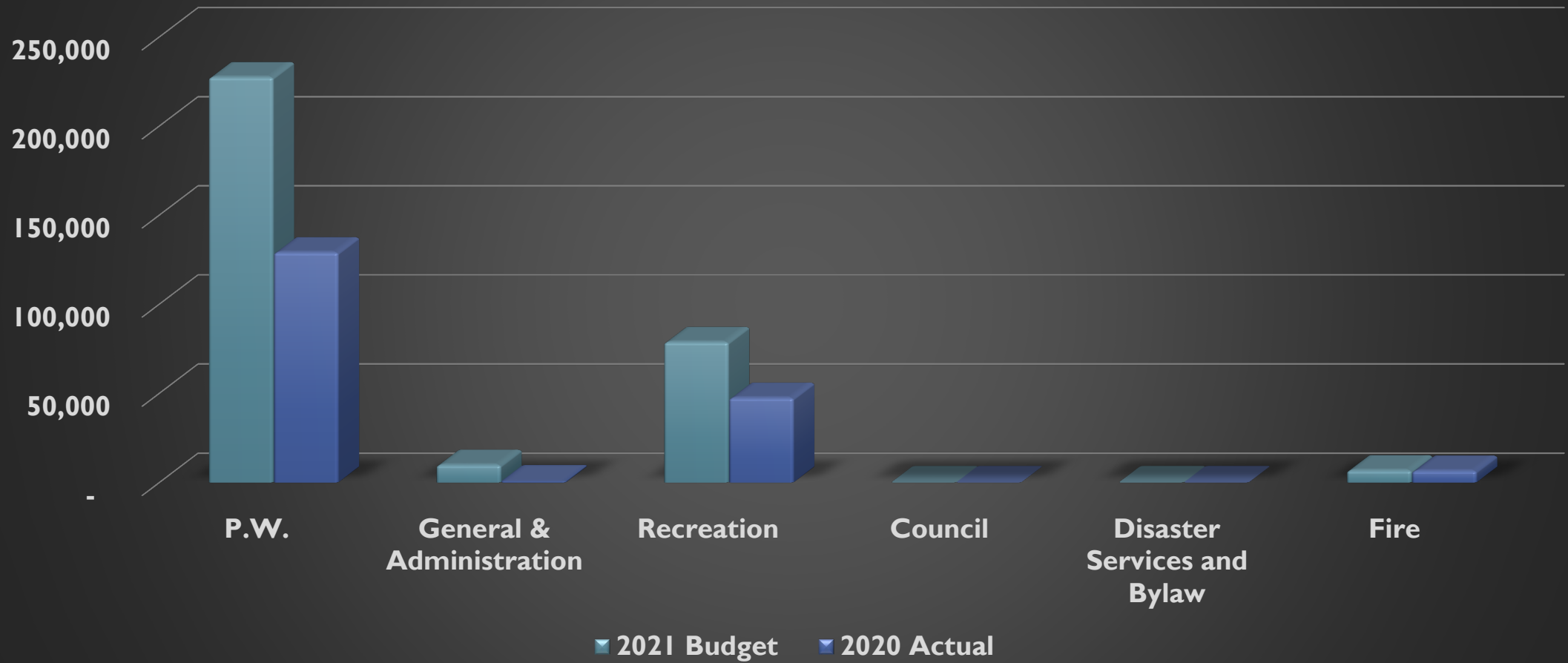
2021 Budget Expense by Department – Contracted Services



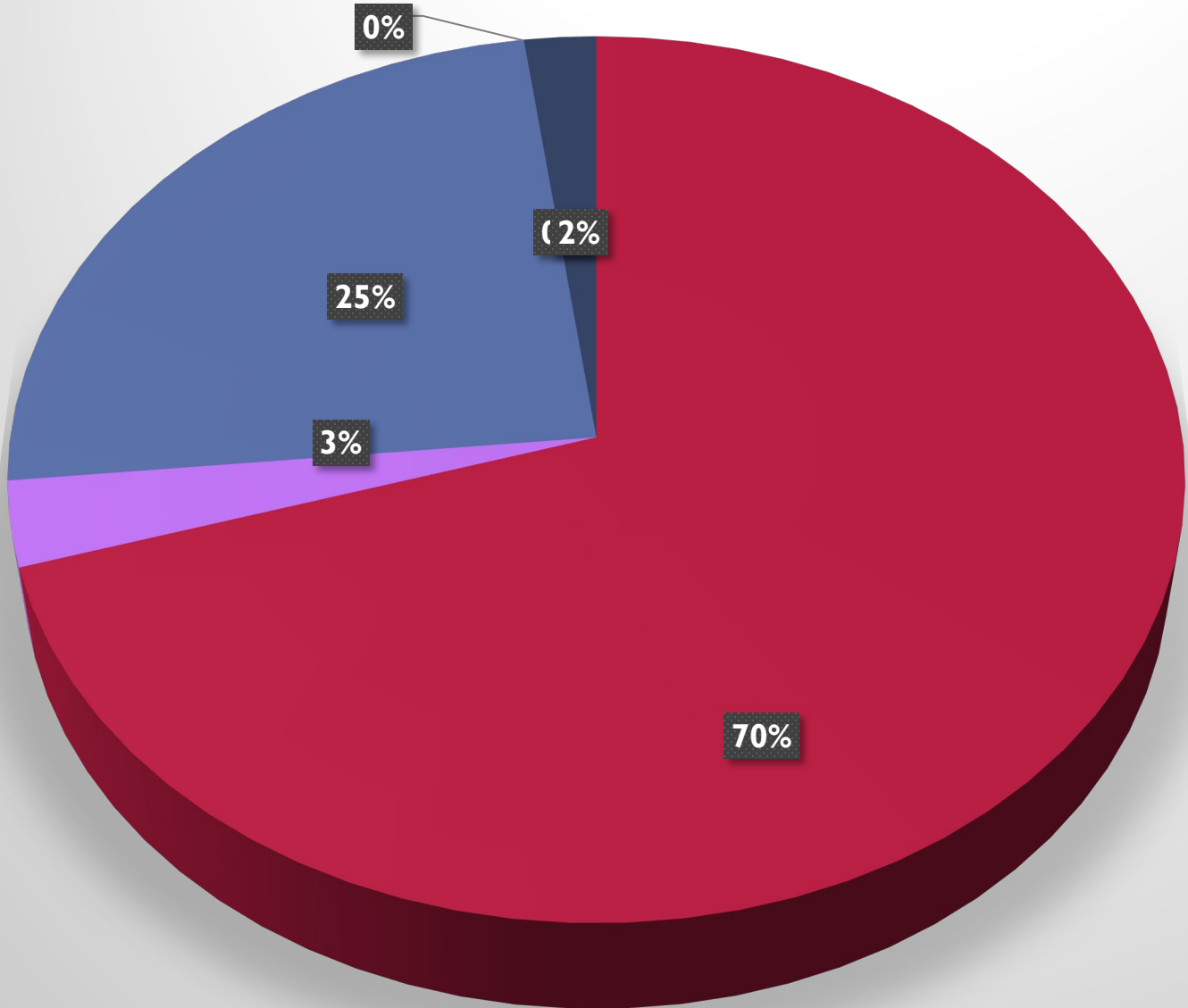
REPAIRS & MAINTENANCE

Repairs and Maintenance by Departments	2021 Budget	2020 Actual	\$ Change	% Change
P.W.	227,600	129,249	98,351	76.1%
General & Administration	10,028	911	9,117	1001.3%
Recreation	78,900	47,620	31,280	65.7%
Council	-	-	-	0.0%
Disaster Services and Bylaw	-	-	-	0.0%
Fire	7,000	6,749	251	3.7%
Total	323,528	184,529	138,999	75.3%

2021 Budget vs. 2020 Actual – Repairs & Maintenance



2021 Budget Expense by Department – Repairs & Maintenance

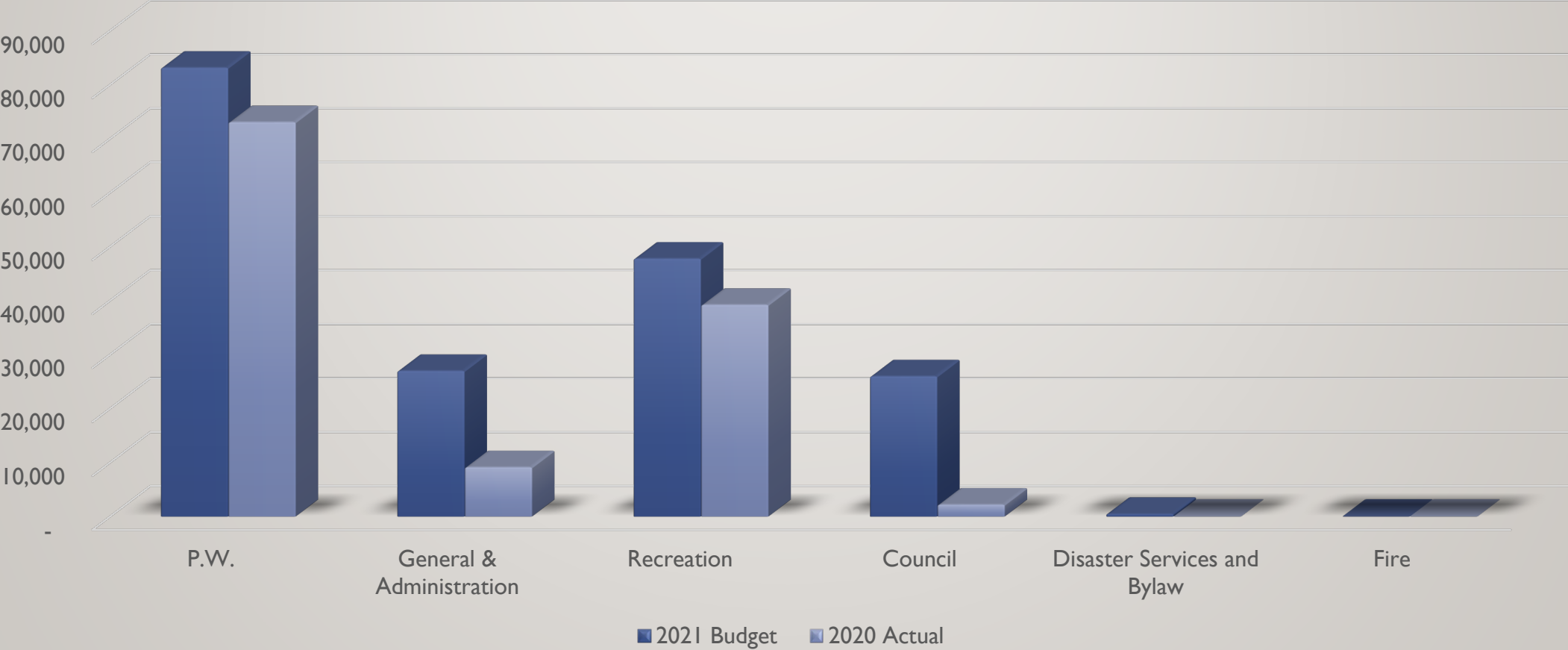


- P.W.
- General & Administration
- Recreation
- Council
- Disaster Services and Bylaw
- Fire

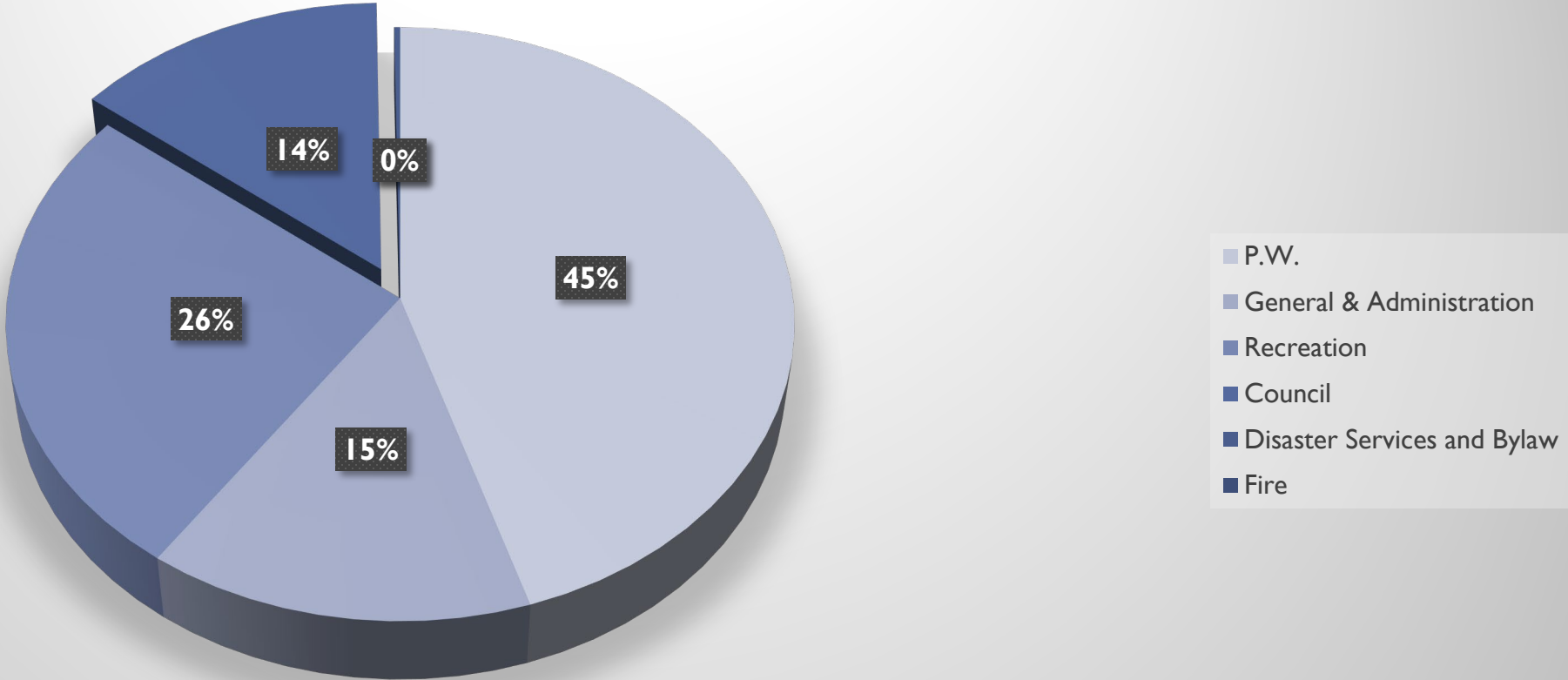
MATERIALS, GOODS, AND SUPPLIES

Materials, Goods & Supplies by Departments	2021 Budget	2020 Actual	\$ Change	% Change
P.W.	83,172	73,095	10,076	13.8%
General & Administration	27,000	9,152	17,848	195.0%
Recreation	47,800	39,252	8,548	21.8%
Council	26,000	2,231	23,770	1065.7%
Disaster Services and Bylaw	500	-	500	100.0%
Fire	-	-	-	0.0%
Total	184,472	123,730	60,742	49.1%

2021 Budget vs. 2020 Actual – Goods & Supplies



2021 Budget Expense by Department – Goods & Supplies





PART III – SUMMARY

2021 PROPOSED NEW ITEMS

#	Items	Amount	Reference	Accounts
1	IT Security upgrade by Solut	6,635	Appendix 12.11	1-2-1200-230
2	Economic Development activities(Strat Plan)	5,000	Appendix 12.10	1-2-6600-230
3	Council Orientation & Council Training (on-going)	4,000	Appendix 11.4	1-2-1100-148
4	Meeting Equipment (iPad) for Council and Admin	18,000	Appendix 11.2	1-2-1100-510
5	Junior Council	6,000	Appendix 11.3	1-2-5100-755
6	Election	3,050	Appendix 12.5	1-2-1200-535
7	Contracted Services - Vegetation control	4,500	Appendix 31.3	1-2-7208-230
8	Equipment Repair - PW- John Deere 8720 Grader Repair	25,000	Appendix 31.11	1-2-3100-520
9	Overtime PW (Street Sweeping)	2,000	Appendix 31.12	1-2-3200-119
10	Building Repair & Maintenance - Town Office	8,500	Appendix 31.15 & 31.16	1-2-1200-515
11	Fire Hall Building Repair & Maintenance	6,000	Appendix 23.1	1-2-2300-515
Total		\$ 88,685		

ITEMS DEFERRED FROM 2020 BUDGET

#	Items	Amount	Accounts
1	Evaluation on the Town complete asset condition (Strat Plan 1.1)	55,000	1-2-6600-230
2	Council Chambers Technology	6,000	1-2-1100-510
3	Quonset repairs (south and north end)	12,000	1-2-3100-515
4	Hall - Meeting Room Chairs	5,200	1-2-7202-510
Total		\$ 78,200	

2021 OPERATING BUDGET SUMMARY

Budget Revenue	\$	4,248,479
Budget Expense (excluding amortization)	\$	4,099,524
Funds available for 2021 Capital Projects	\$	148,955

QUESTIONS?

TOWN OF LAMONT 3-YEAR FINANCIAL PLAN

MGA SECTION 283.1 CHANGE

- Section 283.1 includes the following:
- Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years (283.1(2))
- Council must review and update the plan annually.

WRITTEN 3 YEAR OPERATING PLAN REQUIREMENT

- If Budget approved in the 2020 Calendar Year (e.g. December 2020), develop 2021 Annual Budget + 2 Year Plan;
- If the Budget approved in the 2021 Calendar Year (e.g. April 2021), develop 2021 Annual budget + 3 Year Plan.

FINANCIAL PLAN – MINIMUM STANDARDS

- In addition to section 283.1 of the MGA, the Municipal Corporate Planning Regulation establishes a minimum standard for the content of financial and capital plans.
- The regulation provides that the **three-year financial plan** must include, at a minimum
 - anticipated total revenues and total expenses by major category
 - anticipated annual surplus or deficit
 - anticipated accumulated surplus or deficit.



THREE-YEAR PLAN ASSUMPTIONS

- Projected inflation rates was based on City of Edmonton's MPI
 - Year of 2022 is 2.62%
 - Year of 2023 is 2.53%
 - Year of 2024 is 2.59%
- MSI Operating grant remains unchanged at \$66,161.
- Tax, utility rates, fees, and operating costs increase match with MPI increase
- Policing Cost recovery at 15% model for 2022, 2023, and 2024.
- No major changes in service levels

REVENUE BY DEPARTMENT

Revenue by Department	2022 Forecast	2023 Forecast	2024 Forecast
Admin	(2,889,962)	(2,961,398)	(3,036,379)
Water	(595,246)	(610,306)	(626,113)
Garbage	(353,441)	(362,383)	(371,769)
Arena	(88,896)	(90,293)	(91,759)
Sewer	(176,695)	(181,165)	(185,858)
Hall	(10,262)	(10,522)	(10,794)
Park	(2,613)	(2,680)	(2,749)
Street & Road	(5,131)	(5,261)	(5,397)
Planning & Subdivision	(2,604)	(2,670)	(2,739)
Bylaw	(4,310)	(4,419)	(4,534)
Cemetery	(2,091)	(2,144)	(2,199)
Curling Rink	(513)	(526)	(540)
Total	(4,131,765)	(4,233,766)	(4,340,828)
% Increase	-2.95%	2.47%	2.53%

EXPENSES BY DEPARTMENT

Expenses by Department	2022 Forecast	2023 Forecast	2024 Forecast
Street & Road	837,277	858,460	880,694
Admin	746,544	765,431	785,256
Other & School Fund	562,437	576,667	591,603
Water	854,662	876,285	898,981
Public Work	321,028	329,151	337,676
Garbage	410,237	420,616	431,510
Arena	312,560	320,467	328,768
Sewer	197,815	202,820	208,073
Hall	140,124	143,669	147,390
Planning & Subdivision	111,137	113,949	116,901
Council	144,318	147,969	151,802
Curling Rink	143,711	147,347	151,163
Park	153,984	157,880	161,969
Bylaw	66,884	68,576	70,352
Fire	52,827	54,164	55,566
Town Beautification	17,959	18,413	18,890
Storm Sewer	11,699	11,995	12,305
FCSS	17,728	18,176	18,647
Cemetery	6,260	6,418	6,584
Disaster Service	1,539	1,578	1,619
Total	5,110,730	5,240,031	5,375,748
% Increase	2.62%	2.53%	2.59%

REVENUE BY OBJECT

Revenue by Object	2022 Forecast	2023 Forecast	2024 Forecast
Tax	(2,467,970)	(2,530,409)	(2,595,947)
Utility Sales	(1,119,119)	(1,147,433)	(1,177,152)
Fees	(439,456)	(450,574)	(462,244)
Grants	(105,220)	(105,349)	(105,486)
Total	(4,131,765)	(4,233,766)	(4,340,828)
% Increase	-2.95%	2.47%	2.53%

EXPENSE BY OBJECT

Expenses by Object	2022 Forecast	2023 Forecast	2024 Forecast
Advertising & Memberships	15,397	15,786	16,195
Alberta School Founda	477,688	489,774	502,459
Amortization	904,112	926,986	950,995
Bank Interest and Charges	821	842	864
Chemical	6,055	6,208	6,369
Contracted Services	652,844	669,361	686,697
County Of Lamont Seni	68,070	69,792	71,600
Electricity	221,249	226,846	232,722
FCSS	17,728	18,176	18,647
Fuel	27,964	28,671	29,414
Goods & Supplies	148,616	152,376	156,322
Insurance	88,891	91,140	93,500
Janitorial Supplies	6,670	6,839	7,016
Natural Gas	54,081	55,449	56,885
Others	200,865	205,947	211,281
Postage & Freight	11,035	11,314	11,607
Public Relations/Donations	7,183	7,365	7,556
Repairs	332,004	340,404	349,221
Solid Waste Commission	111,856	114,686	117,656
Telus	19,405	19,896	20,412
Training/Development	18,795	19,270	19,769
Travel	10,775	11,048	11,334
Wage	1,453,139	1,489,904	1,528,492
Water	25,501	26,146	26,823
Water Cost	229,986	235,804	241,912
Total	5,110,730	5,240,031	5,375,748
% Increase	2.62%	2.53%	2.59%

CASH FLOW AT OPERATION ANALYSIS & CONCLUSION

Cash Flow Analysis	2022 Forecast	2023 Forecast	2024 Forecast
Revenue	4,131,765	4,233,766	4,340,828
Expenses	5,110,730	5,240,031	5,375,748
Profit/(Loss)	(978,965)	(1,006,265)	(1,034,920)
Add back Amortization	904,112	926,986	950,995
Funds available for Capital	-\$ 74,853	-\$ 79,279	-\$ 83,925



QUESTIONS?



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

AGENDA ITEM: 5.2

**COUNCIL MEETING DATE:
April 13, 2021**

ITEM DESCRIPTION OR TITLE

2021 Capital Budget and 5 Year Capital Plan

RECOMMENDATION

1. That Council approve the 2021 Capital Budget as presented.
2. That Council approve option-I for the 5 Year Capital Plan as identified within the 2021 Capital Budget and 5 year Capital Plan report dated April 13th, 2021.

BACKGROUND

2021 Capital Budget

The 2021 Capital Budget presentation identifies the Town of Lamont’s current financial position, funding sources for the proposed projects, approved and carried forward projects, and is seeking Council direction on the proposed 2021 Capital Projects.

5 Year Capital Plan

The Municipal Government Act (MGA) states each municipality must prepare a written plan respecting its anticipated capital property additions over a period of the next 5 years (283.1(3)). As part of Council’s Strategic plan and priority to manage, invest and plan for sustainable municipal infrastructure, Administration has provided three strategic options for the 5 Year Capital plan, and information as it pertains to the 2021 Capital Budget.

Engineering reports have identified a backlog of key infrastructure projects and investment required in this area. The 5 Year Capital Plan identifies the cost impacts and three funding sources to accommodate this investment that identifies how each option will impact future capital improvements.

Option 1:

Identifies a proactive approach that completes 64% of the outstanding infrastructure projects in the first two years, with 47% completed in year one. This option would take advantage of the current low interest rates of borrowing and allow for future capital investment needs in year 2024 that will be in line with the initiated asset management plan condition report.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Option 2:

Identifies the same proactive approach that will complete 64% of the outstanding infrastructure projects in the first two years, with 28% completed in year one and 36% in year two. Cost of borrowing in year two may not be as advantageous due to uncertainty with future interest rates. This option would spread the budgetary impact over two years if borrowing is not an option and allow for future capital investment needs in 2024 in line with the asset management plan condition report.

Option 3:

Spreads the outstanding infrastructure costs over 5 years. This option does not identify any future capital investments over the next five years, and increases risk of service failure, due to aging infrastructure and would increase operational costs for emergency repairs.

Administration recommends taking advantage of the current low interest rates in 2022 and approving option I.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

A backlog of capital infrastructure projects put the community at a high risk of service failure and unanticipated costs due to increased operation of systems and emergency repairs. Option I provided will rectify the infrastructure investment back-log and put the Town in a position to support the Town of Lamont Strategic Plan.

FINANCIAL IMPLICATIONS

Project costs and funding sources for each option have been provided in the presentation. Debenture costs will need to be confirmed.

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 283
Town of Lamont Strategic Plan 2019-2022



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

ATTACHMENTS

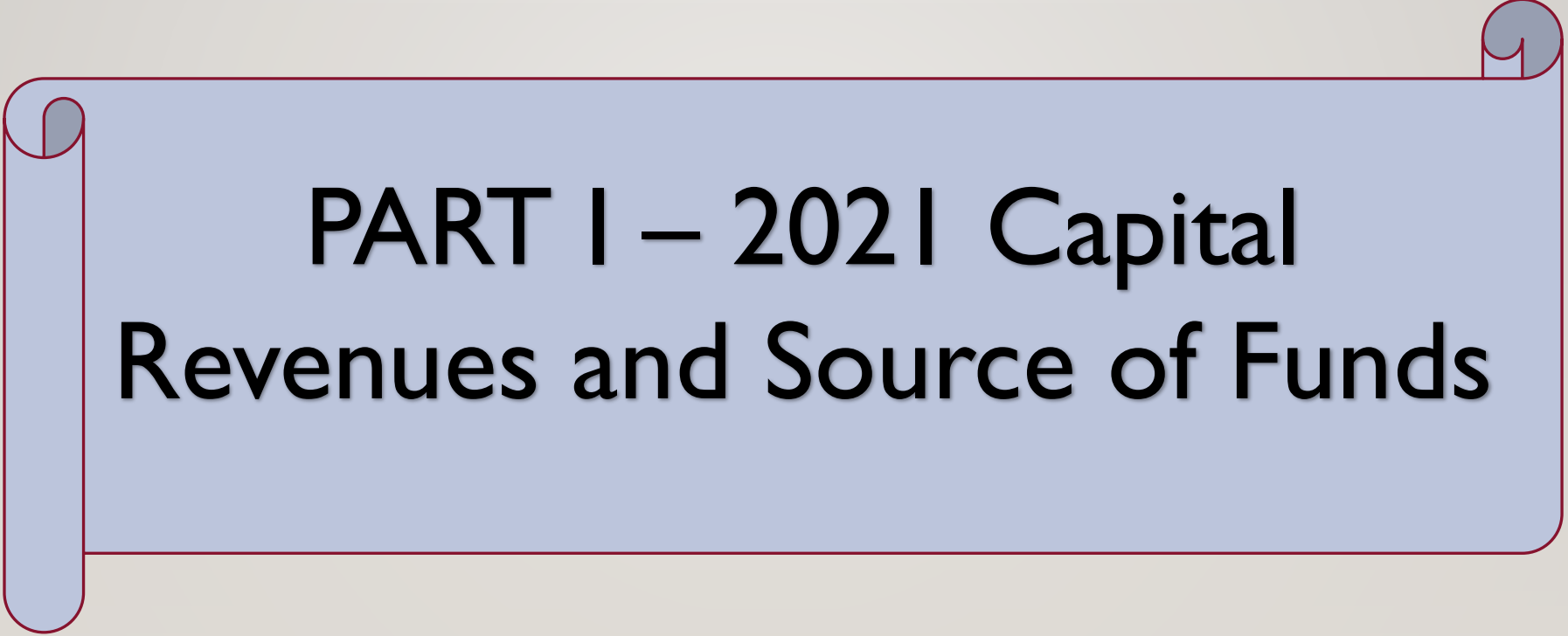
1. 2021 Capital Budget
2. 5-Year Capital Plan

Report Prepared By: Robert Mu, Finance Officer/Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO:

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

TOWN OF LAMONT 2021 CAPITAL BUDGET



PART I – 2021 Capital Revenues and Source of Funds

FUNDING SOURCES

Funding sources available for capital projects:

- Contributions from Operation Budget
- Capital Grants
 - Allocation based grants (annual grants)
 - Project based grants
- Reserves
- Debentures

CAPITAL REVENUES – CONTRIBUTION FROM OPERATION

- As per 2021 Operating Budget, the amount of the contributions from operation to capital in 2021 is \$148,955
- For details, please refer to 2021 Operating Budget.

CAPITAL REVENUES – ALLOCATION-BASED GRANTS

There are three (3) type of annual capital grants totalling \$615,919 in 2021.

- Municipal Sustainability Initiative (MSI) Capital - \$403,479 (confirmed)
- Basic Municipal Transportation Grant (BMTG) - \$106,440 (confirmed)
- Federal Gas Tax Fund (GTF) - \$106,000 (estimated)

CAPITAL REVENUES – PROJECT BASED GRANTS

- Municipal Stimulus Program (MSP) - \$208,800 (Approved)
 - \$82,800 for Recreation Centre Audio Visual Upgrades
 - \$126,000 for Park Trail Lighting and Arena Plant Upgrades
- Alberta Municipal Water/Wastewater Partnership (AMWWP)
(awaiting approval)
 - Grant of \$606,463 for Capital project – Sanitary Sewer Trunk application submitted under AMWWP.

RESERVE LEVEL

GL Account Code Name	Balance	GL Account Code Name	Balance
General	\$384,128.86	Planning and Subdivision	\$1,271,983.95
Administration	\$486,127.12	Recreation General	\$52,500.00
Fire	\$7,986.00	Hall	\$10,000.00
P.W.	\$62,072.98	Arena	\$34,358.08
Strom Sewer	\$15,000.00	Park	\$17,615.00
Water	\$14,000.00	Curling Rink	\$10,000.00
Sewer	\$77,500.00	TOTAL	\$2,443,271.99

RESERVE LEVEL

Years	Reserve Balance
2020	\$2,443,272
2019	\$2,582,418
Changes	(\$139,146)

DEBENTURE



- Lower rate means more benefits with lower costs.

CURRENT DEBT LEVEL

DEBT LIMIT

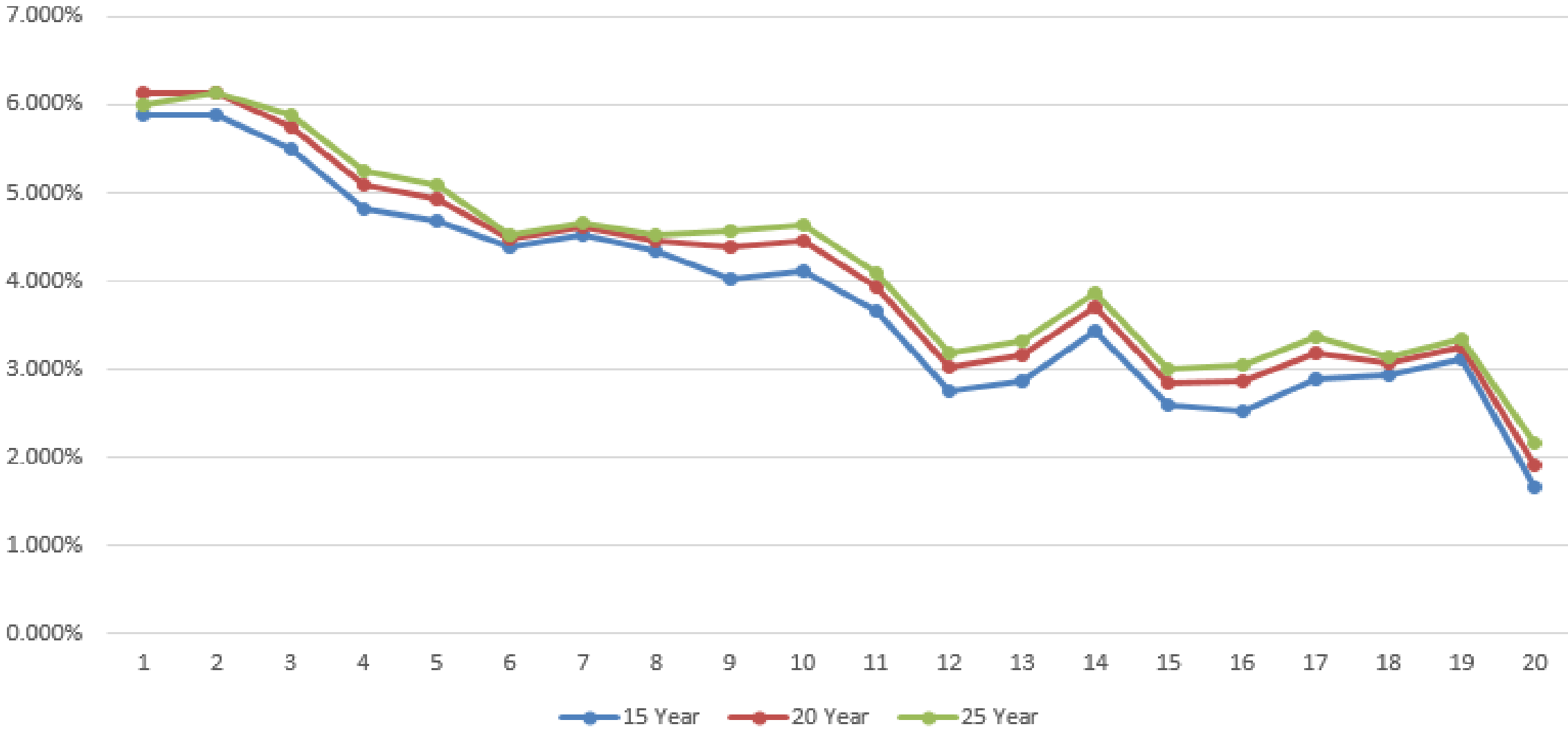
Schedule 9AA

		1
Debt Limit	5700	5,473,404
Total Debt	5710	1,239,530
Debt Service Limit	5720	912,234
Total Debt Service Costs	5730	145,102

CURRENT DEBT LEVEL

Project Name	Issued Date	Term (Y)	Interest Rates	Loan Amount (Initial)	Balance as of Dec 31, 2020
P.W. Workshop	March 16, 2009	25	5.066	675,000	464,415
Water and Sewer Cross Hwy 15	December 16, 2013	15	3.295	1,143,000	678,607
Total				1,818,000	\$1,143,021

Alberta Capital Finance Authority Rates from 2001 to 2020





PART II – 2021 Capital Projects

APPROVED 2021 CAPITAL PROJECTS

<u>2021 Capital Projects (Approved)</u>	<u>Amount</u>	<u>Source of Funding</u>
1 Sanitary Sewer Trunk - Lining and Waterproofing	\$ 1,045,625	Grants & Reserve
2 Recreation Centre Audio Visual Upgrades	\$ 82,800	Municipal Stimulus Program (MSP)
3 Park Trail Lighting	\$ 62,000	MSP
4 Arena Plant Upgrades	\$ 64,000	MSP
Total Cost:	\$ 1,254,425	

2021 CAPITAL PROJECTS CARRIED FROM PREVIOUS YEARS

<u>Carried projects from previous approved budgets</u>	<u>Amount</u>	<u>Source of Funding</u>
1 Storm water Improvements - 50th Ave (East of Highway 831)	\$ 32,500	Carried from 2019 Budget
2 Campbell Playground (will be carried into 2021)	\$ 14,000	Carried from 2020 Budget
3 Bike Park (was approved on Nov 8, 2019 Council meeting)	\$ 40,255	Carried from 2020 Budget
<u>Total Cost:</u>	<u>\$ 86,755</u>	

PROPOSED 2021 CAPITAL ITEMS

2021 Capital Projects (Waiting for Council Decision)

	<u>Amount</u>	<u>Ref:</u>
1 Parks and Recreation Committee Budget	\$ 20,000	Appendix 11.1
2 Whistle Cessation – Detailed Grade Crossing Safety Assessment	\$ 46,340	Appendix 31.19
Total Cost of the Projects	\$ 66,340	

QUESTIONS?

TOWN OF LAMONT 5-YEAR CAPITAL PLAN

MGA SECTION 283.1 CHANGE

- Section 283.1 includes the following:
- Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years (283.1(3)).
- Council must review and update the plans annually.

WRITTEN 5 YEAR CAPITAL PLAN REQUIREMENT

- If Budget approved in the 2020 Calendar Year (e.g. December 2020), develop 2021 Annual Budget + 4 Year Plan;
- If the Budget approved in the 2021 Calendar Year (e.g. April 2021), develop 2021 Annual budget + 5 Year Plan.

CAPITAL PLAN – MINIMUM STANDARDS

The minimum standard provided in the regulation for **capital plans** includes:

- Planned capital additions and allocated or anticipated funding sources.
- Municipalities with financial and capital plans that meet or exceed the multi-year requirements do not need to make any changes to existing practices.

Municipal Capital

Diverse

Valuable

Complex



TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION I)

Project Description - Option I	2022	2023	2024	2025	2026
51st Avenue Road Reconstruction (53rd Street to 54th Street)	150,000				
51st Avenue Road Reconstruction (50A Street to 51st Street)	180,360				
57 Avenue/45 Street Road Reconstruction	448,200				
49th Street Road Reconstruction	180,360				
55th Street Road Reconstruction	180,360				
52nd Avenue Road Reconstruction	180,360				
Public Works and Parks – 4x4 1 tonne Truck with dump box Multi Purpose equipment (Gator & attachments)	65,000	40,000			
Campbell Improvement Stage 2-Phase 1	866,351				
Campbell Improvement Stage 2-Phase 2		790,861			
50 Ave Improvements				1,283,700	
44A Street Road Improvements					310,600
Arena Roof Repair		150,000			
1/2 Ton truck replacement			37,000		
Back Hoe & attachment Replacement					140,000
Annual Transportation Program			500,000		
Annual Utility Improvement program	60,000		100,000	100,000	100,000
Avenue Between Greenfield Echoes & Lamont Health Care Centre					140,400
Total	2,310,991	980,861	637,000	1,383,700	691,000

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION I)

Asset Group - Option I	2022	2023	2024	2025	2026	Total
Buildings		150,000				150,000
Equipment & Fleet	65,000	40,000	37,000		140,000	282,000
Transportation	1,958,841	483,111	500,000	622,000	451,000	4,014,952
Parks & Outdoor Spaces						-
Storm Management System		-		661,700	-	661,700
Sewer Collection System	71,900		50,000	50,000	50,000	221,900
Water Distribution System	215,250	307,750	50,000	50,000	50,000	673,000
Total	2,310,991	980,861	637,000	1,383,700	691,000	6,003,552

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION I)

Project Description - Option I	2022	2023	2024	2025	2026
Funding from Operation	-	-	-	-	-
Funding from Reserve		604,803	260,942	1,007,642	314,942
Debenture	1,934,933				
Plus Capital Grants:					
- MSI Capital	163,618	163,618	-	-	-
- Basic Municipal Transportation Grant (BMTG)	106,440	106,440	-	-	-
- Local Government Fiscal Framework (LGFF) Capital	-	-	270,058	270,058	270,058
- Gas Tax Funding (GTF)	106,000	106,000	106,000	106,000	106,000
Total Funds Available	2,310,991	980,861	637,000	1,383,700	691,000
Total Cost of Proposed Capital Projects	2,310,991	980,861	637,000	1,383,700	691,000
Deficit (The amount of additional funds needed)	0	-	-	-	-

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION II)

Project Description - Option II	2022	2023	2024	2025	2026
51st Avenue Road Reconstruction (53rd Street to 54th Street)		150,000			
51st Avenue Road Reconstruction (50A Street to 51st Street)		180,360			
57 Avenue/45 Street Road Reconstruction	448,200				
49th Street Road Reconstruction		180,360			
55th Street Road Reconstruction		180,360			
52nd Avenue Road Reconstruction		180,360			
Public Works and Parks – 4x4 1 tonne Truck with dump box	65,000				
Multi Purpose equipment (Gator & attachments)		40,000			
Campbell Improvement Stage 2-Phase 1	866,351				
Campbell Improvement Stage 2-Phase 2		790,861			
50 Ave Improvements				1,283,700	
44A Street Road Improvements					310,600
Arena Roof Repair		150,000			
1/2 Ton truck replacement			37,000		
Back Hoe & attachment Replacement					140,000
Annual Transportation Program			500,000		
Annual Utility Improvement program	20,000	40,000	100,000	100,000	100,000
Avenue Between Greenfield Echoes & Lamont Health Care Centre					140,400
Total	1,399,551	1,892,301	637,000	1,383,700	691,000

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION II)

Asset Group - Option II	2022	2023	2024	2025	2026	Total
Buildings		150,000				150,000
Equipment & Fleet	65,000	40,000	37,000		140,000	282,000
Transportation	1,102,401	1,339,551	500,000	622,000	451,000	4,014,952
Parks & Outdoor Spaces	-					-
Storm Management System	-	-	-	661,700	-	661,700
Sewer Collection System	62,900	9,000	50,000	50,000	50,000	221,900
Water Distribution System	169,250	353,750	50,000	50,000	50,000	673,000
Total	1,399,551	1,892,301	637,000	1,383,700	691,000	6,003,552

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION II)

Project Description - Option II	2022	2023	2024	2025	2026
Funding from Operation	-	-	-	-	-
Funding from Reserve	-	1,516,243	260,942	1,007,642	314,942
Debenture	1,023,493				
Plus Capital Grants:					
- MSI Capital	163,618	163,618	-	-	-
- Basic Municipal Transportation Grant (BMTG)	106,440	106,440	-	-	-
- Local Government Fiscal Framework (LGFF) Capital	-	-	270,058	270,058	270,058
- Gas Tax Funding (GTF)	106,000	106,000	106,000	106,000	106,000
Total Funds Available	1,399,551	1,892,301	637,000	1,383,700	691,000
Total Cost of Proposed Capital Projects	1,399,551	1,892,301	637,000	1,383,700	691,000
Deficit (The amount of additional funds needed)	-	-	-	-	-

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION III)

Project Description - Option III	2022	2023	2024	2025	2026
51st Avenue Road Reconstruction (53rd Street to 54th Street)	150,000				
51st Avenue Road Reconstruction (50A Street to 51st Street)	180,360				
57 Avenue/45 Street Road Reconstruction	448,200				
49th Street Road Reconstruction	180,360				
55th Street Road Reconstruction	180,360				
52nd Avenue Road Reconstruction	180,360				
Public Works and Parks – 4x4 1 tonne Truck with dump box	65,000				
Multi Purpose equipment (Gator & attachments)		40,000			
Campbell Improvement Stage 2-Phase 1		866,351			
Campbell Improvement Stage 2-Phase 2			790,861		
50 Ave Improvements				1,283,700	
44A Street Road Improvements					310,600
Arena Roof Repair		150,000			
1/2 Ton truck replacement			37,000		
Back Hoe & attachment Replacement					140,000
Annual Transportation Program					500,000
Annual Utility Improvement program	60,000		100,000	100,000	100,000
Avenue Between Greenfield Echoes & Lamont Health Care Centre					140,400
Total	1,444,640	1,056,351	927,861	1,383,700	1,191,000

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION III)

Asset Group - Option III	2022	2023	2024	2025	2026	Total
Buildings		150,000				150,000
Equipment & Fleet	65,000	40,000	37,000		140,000	282,000
Transportation	1,299,640	659,201	483,111	622,000	951,000	4,014,952
Parks & Outdoor Spaces						-
Storm Management System				661,700		661,700
Sewer Collection System	11,500	60,400	50,000	50,000	50,000	221,900
Water Distribution System	68,500	146,750	357,750	50,000	50,000	673,000
Total	1,444,640	1,056,351	927,861	1,383,700	1,191,000	6,003,552

TOWN OF LAMONT CAPITAL PLAN 2022 – 2026 (OPTION III)

Project Description - Option III	2022	2023	2024	2025	2026
Funding from Operation	-	-	-	-	-
Funding from Reserve		680,293	551,803	1,007,642	814,942
Debenture	1,068,582				
Plus Capital Grants:					
- MSI Capital	163,618	163,618	-	-	-
- Basic Municipal Transportation Grant (BMTG)	106,440	106,440	-	-	-
- Local Government Fiscal Framework (LGFF) Capital	-	-	270,058	270,058	270,058
- Gas Tax Funding (GTF)	106,000	106,000	106,000	106,000	106,000
Total Funds Available	1,444,640	1,056,351	927,861	1,383,700	1,191,000
Total Cost of Proposed Capital Projects	1,444,640	1,056,351	927,861	1,383,700	1,191,000
Deficit (The amount of additional funds needed)	0	-	-	-	-

TOWN OF LAMONT CAPITAL PLAN 2022 - 2026

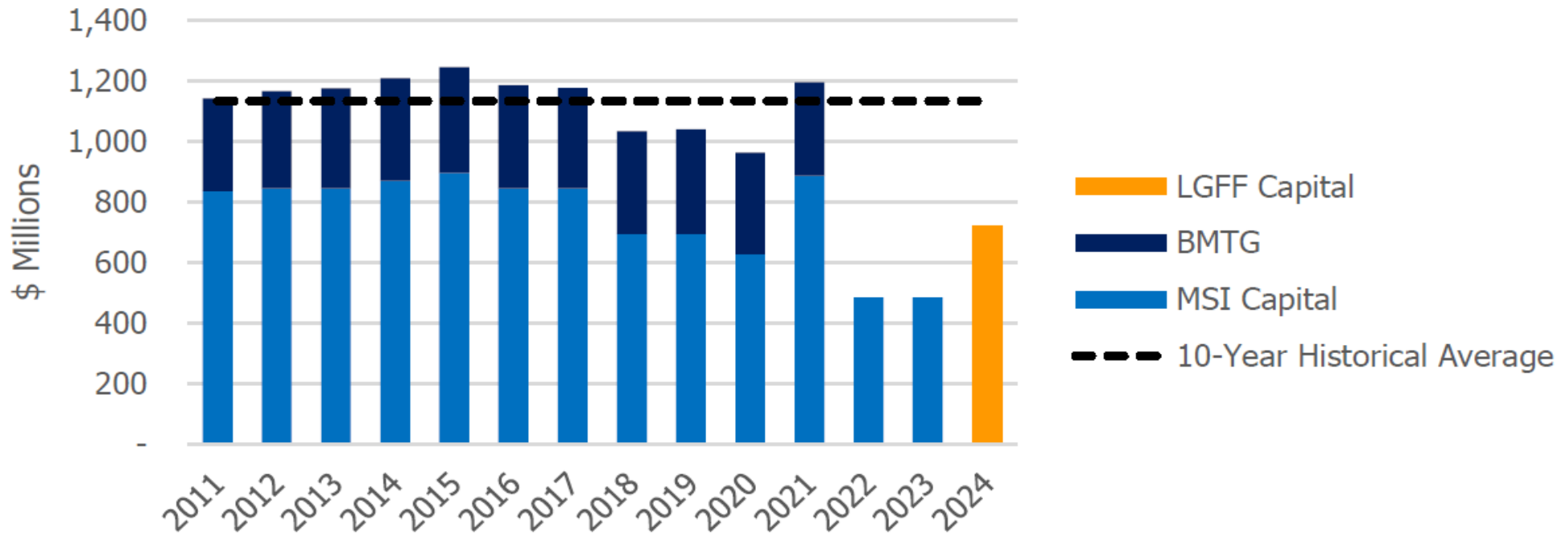
Proposed Three Options	2022	2023	2024	2025	2026	Total
Option I	2,310,991	980,861	637,000	1,383,700	691,000	6,003,552
Option II	1,399,551	1,892,301	637,000	1,383,700	691,000	6,003,552
Option III	1,444,640	1,056,351	927,861	1,383,700	1,191,000	6,003,552

FIVE YEAR CAPITAL PLAN – FUNDING ANALYSIS

- Source of funding:
 - Capital grants
 - Reserve
 - Debenture
 - Adjust tax and utility rates (contribution from operation)

FIVE YEAR CAPITAL PLAN – FUNDING ANALYSIS

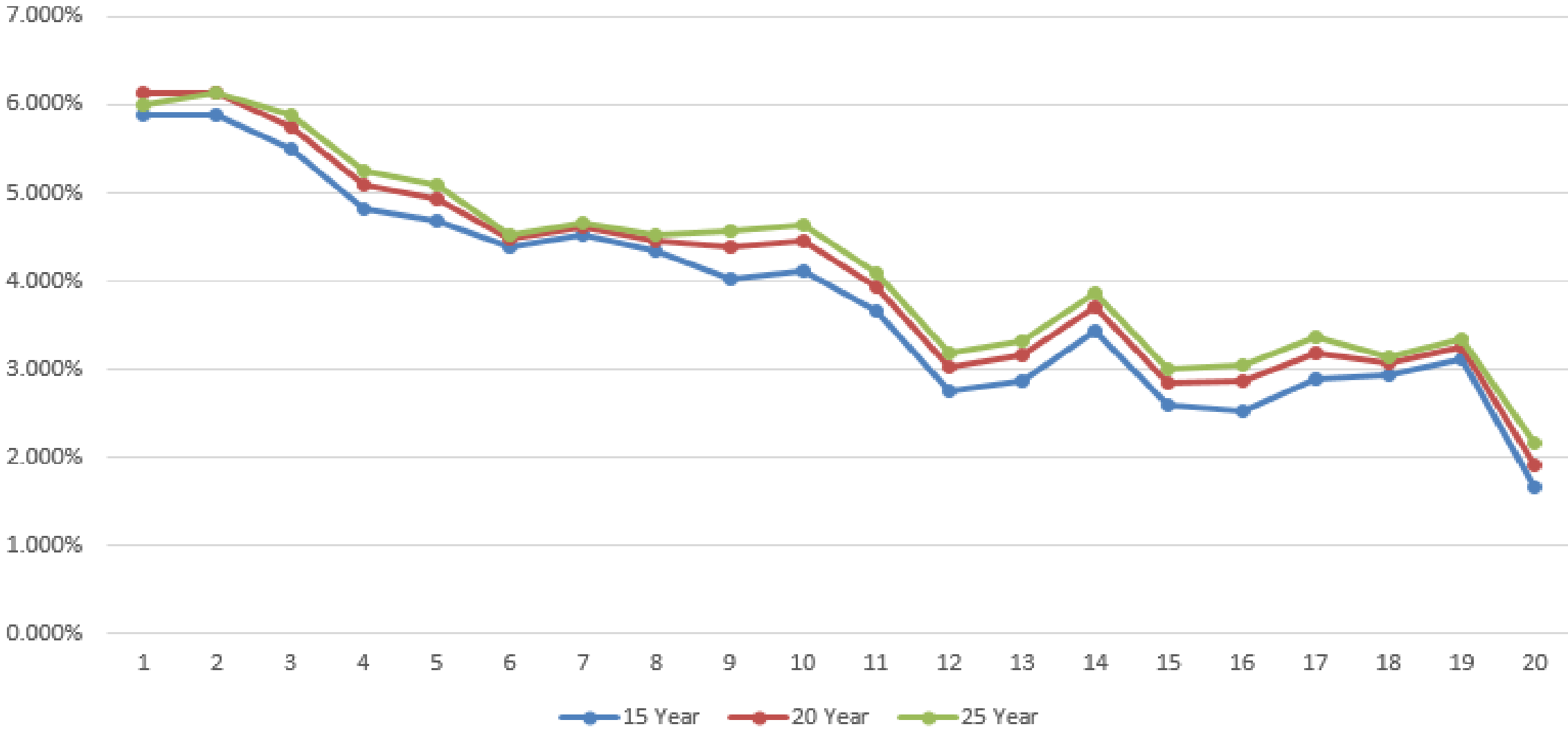
At its start, the Local Government Fiscal Framework will deliver 36% less funding than the average over the last 10 years



RESERVES

GL Account Code Name	Balance	GL Account Code Name	Balance
General	\$384,128.86	Planning and Subdivision	\$1,271,983.95
Administration	\$486,127.12	Recreation General	\$52,500.00
Fire	\$7,986.00	Hall	\$10,000.00
P.W.	\$62,072.98	Arena	\$34,358.08
Strom Sewer	\$15,000.00	Park	\$17,615.00
Water	\$14,000.00	Curling Rink	\$10,000.00
Sewer	\$77,500.00	TOTAL	\$2,443,271.99

Alberta Capital Finance Authority Rates from 2001 to 2020



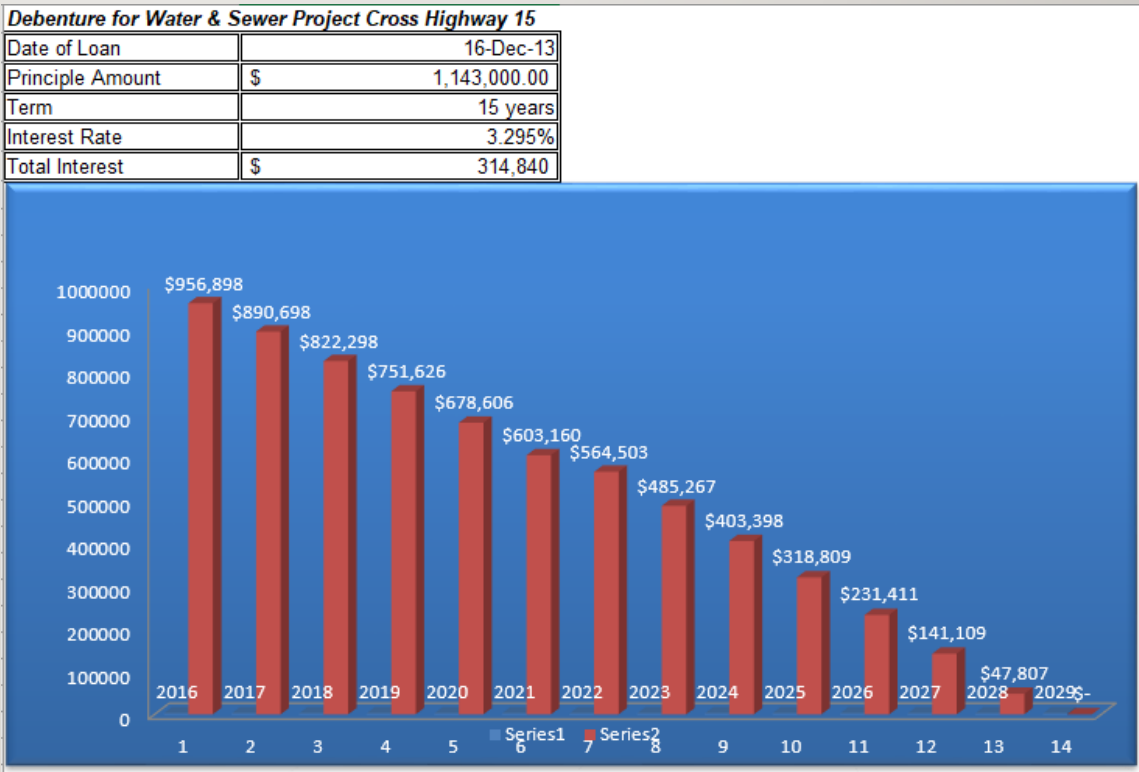


Loans to Local Authorities - Indicative Interest Rates

<u>As of</u>	<u>3 Year</u>	<u>5 Year</u>	<u>10 Year</u>	<u>15 Year</u>	<u>20 Year</u>	<u>25 Year</u>	<u>30 Year</u>
15-Mar-21	0.81%	1.17%	1.86%	2.33%	2.55%	2.79%	2.73%

LIABILITY – DEBENTURE I (SEWER CROSS HWY 15, 2013)

- Semi annual payment - \$48,594.67
- Current balance - \$678,606.65



LIABILITY – DEBENTURE II (P.W.WORKSHOP, 2009)

- Semi annual payment - \$23,956.39
- Current balance - \$464,414.64

Debenture for Public Work Shop:

Date of Loan Issued	16-Mar-09
Principle Amount	\$ 675,000
Term	25 years
Interest Rate	5.066%
Total Interest	\$ 522,820



FINANCIAL POSITION COMPARISON

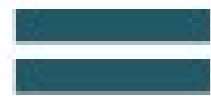
Financial Position Comparison

Municipalities	Population	Cash on Hand	Reserve	Long-term Debt	Cash on Hand vs Debts	Unused Debt Limits
Lamont	1,774	\$4,961,890	\$2,634,087	(\$1,239,530)	\$3,722,360	4,233,874
Bruderheim	1,308	\$1,255,667	\$957,530	(\$1,445,246)	(\$189,579)	2,887,666
Redwater	2,053	\$3,065,022		(\$2,334,666)	\$730,356	8,497,089
Mundare	852	\$677,847		(\$1,265,885)	(\$588,038)	1,456,486

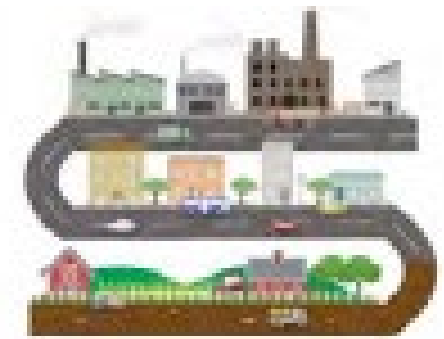
Note:

1. the population was based on 2016 Census
2. the rest of the information was from their 2019 audited financial statements

Services



Quality of Life



Taxes,
Utility Rates,
Fees &
Charges

QUESTIONS??????



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

AGENDA ITEM: 5.3

COUNCIL MEETING DATE:
April 13, 2021

ITEM DESCRIPTION OR TITLE
2021 Proposed Tax Rates

RECOMMENDATION
That Council approve option III for the 2021 mill rates as per the 2021 Proposed Tax Rates report dated April 13th, 2021.

BACKGROUND

Further to the 2021 Budget Introduction presented to Council on March 23, 2021, the following additional information and analysis was prepared in order to further enhance the basis for the recommendation.

- Comparisons on mill rates, assessments, and tax with similar sized municipalities.
- A summary of Town of Lamont mill rate history.
- Recommended four mill rate options with tax impacts.
- A detailed analysis on how each of the four options affect the 2021 budget.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

The recommended options provide a degree of financial relief in the face of the COVID – 19 financial wakes as well as supporting the Town’s current year operations and future plans.

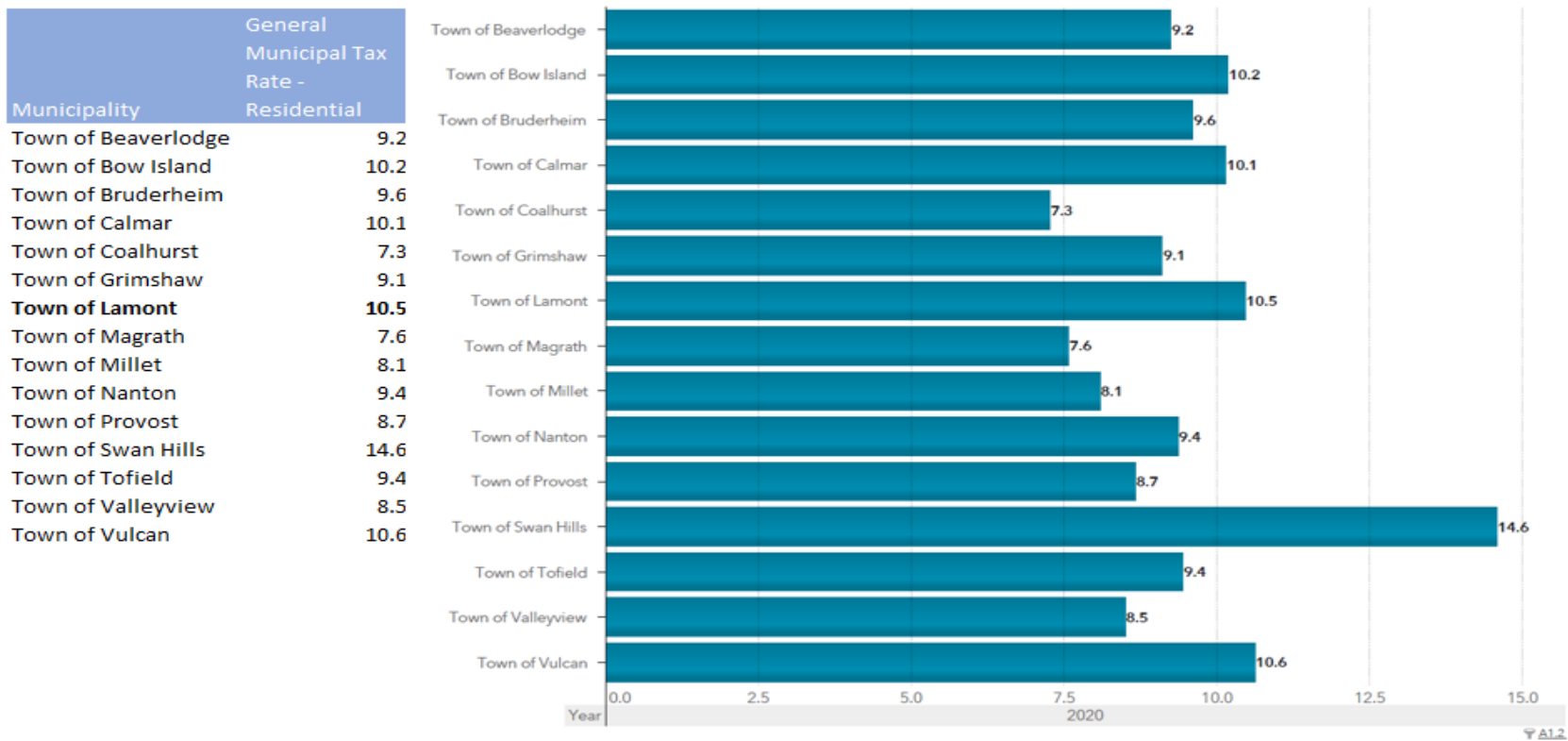


TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

FINANCIAL IMPLICATIONS

Part I – Review of 2020 Mill Rates, Assessments, and Tax in comparison with other similar sized municipalities

➤ Comparisons on General Municipal Tax Rate for Residential Properties

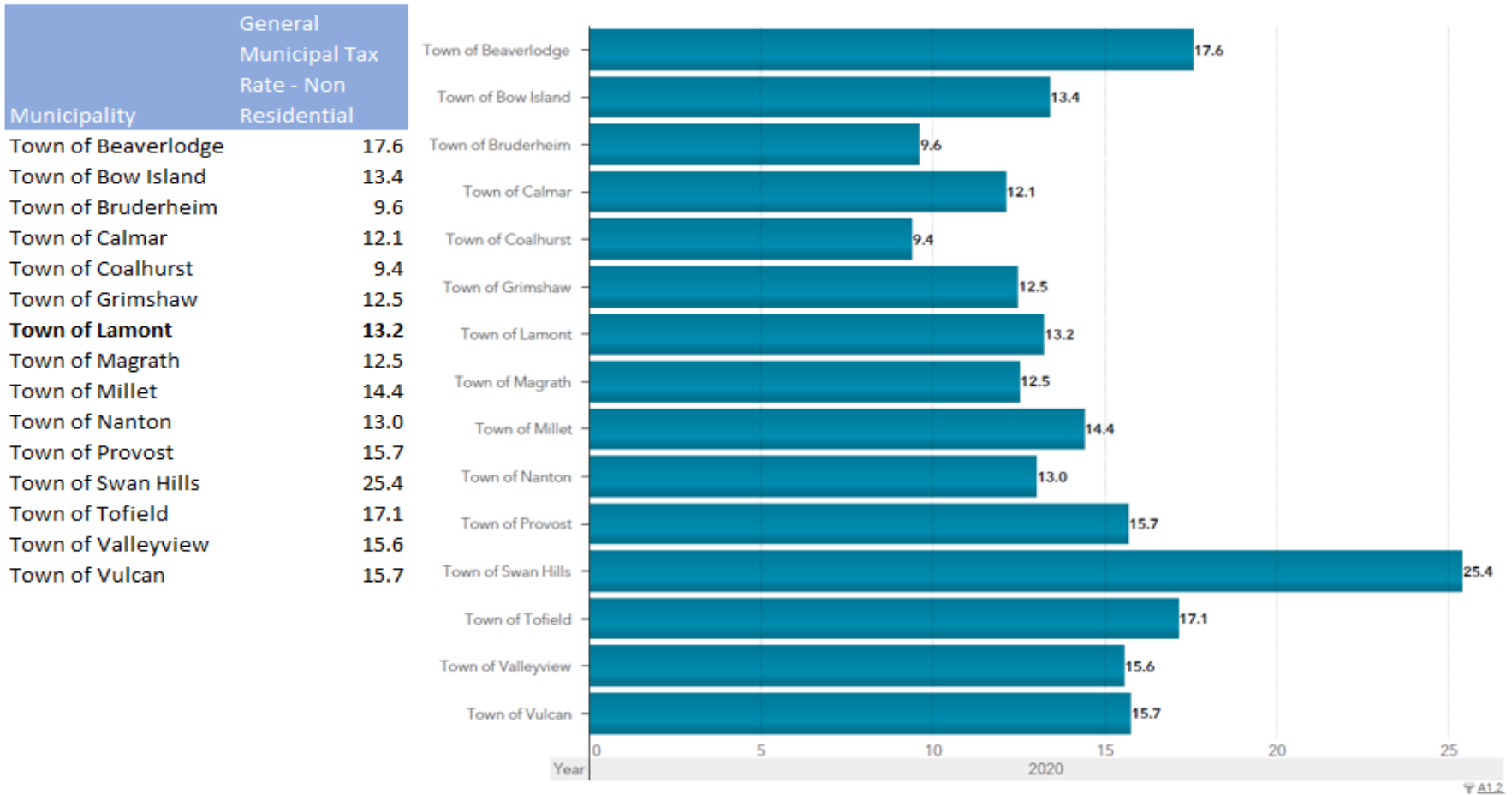


Note: The mill rate illustrated above is for the municipal portion only and does not include Alberta Education and Lamont County Senior Foundation mill rates.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

➤ Comparisons on General Municipal Tax Rate for Non - Residential Properties



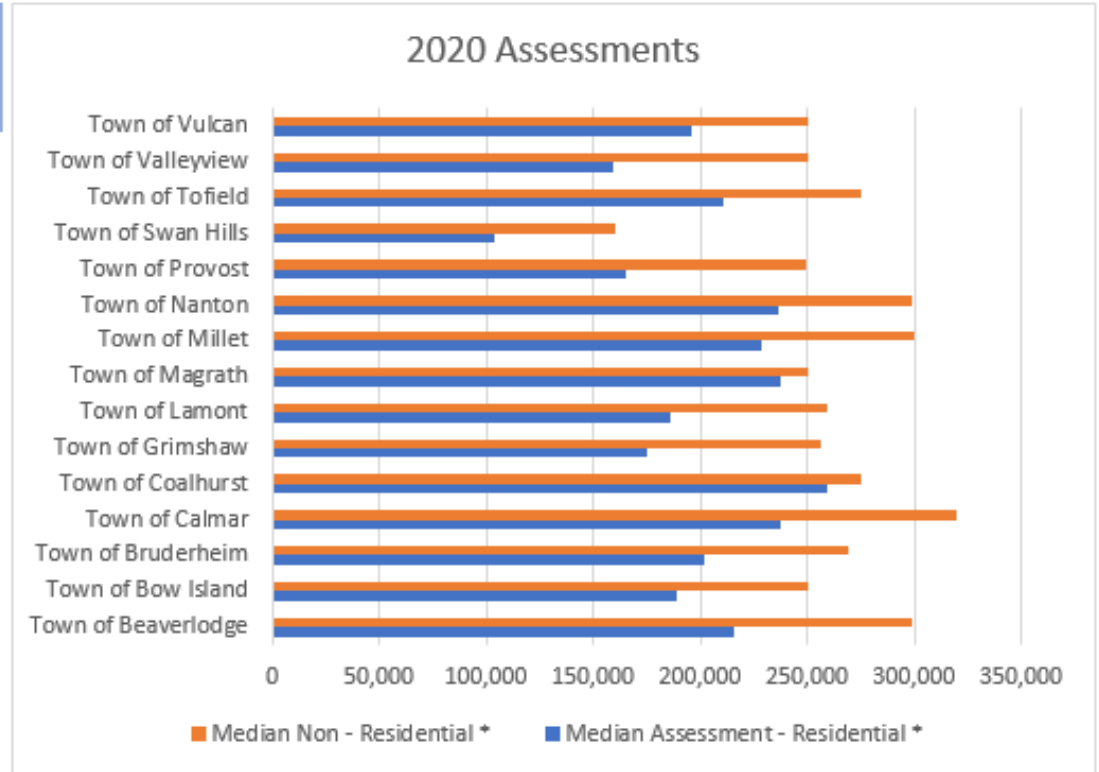
Note: The mill rate illustrated above is for the municipal portion only and does not include Alberta Education and Lamont County Senior Foundation mill rates.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

➤ Comparisons on 2020 Median Assessment

Municipality	Median Assessment - Residential *	Median Non - Residential *
Town of Beaverlodge	216,165	299,039
Town of Bow Island	189,000	249,968
Town of Bruderheim	202,200	268,838
Town of Calmar	238,000	319,852
Town of Coalhurst	259,300	274,796
Town of Grimshaw	174,800	255,907
Town of Lamont	185,750	259,435
Town of Magrath	237,300	250,810
Town of Millet	228,600	299,538
Town of Nanton	237,000	299,210
Town of Provost	165,205	249,884
Town of Swan Hills	103,850	159,814
Town of Tofield	210,650	275,631
Town of Valleyview	158,900	250,500
Town of Vulcan	195,500	250,624

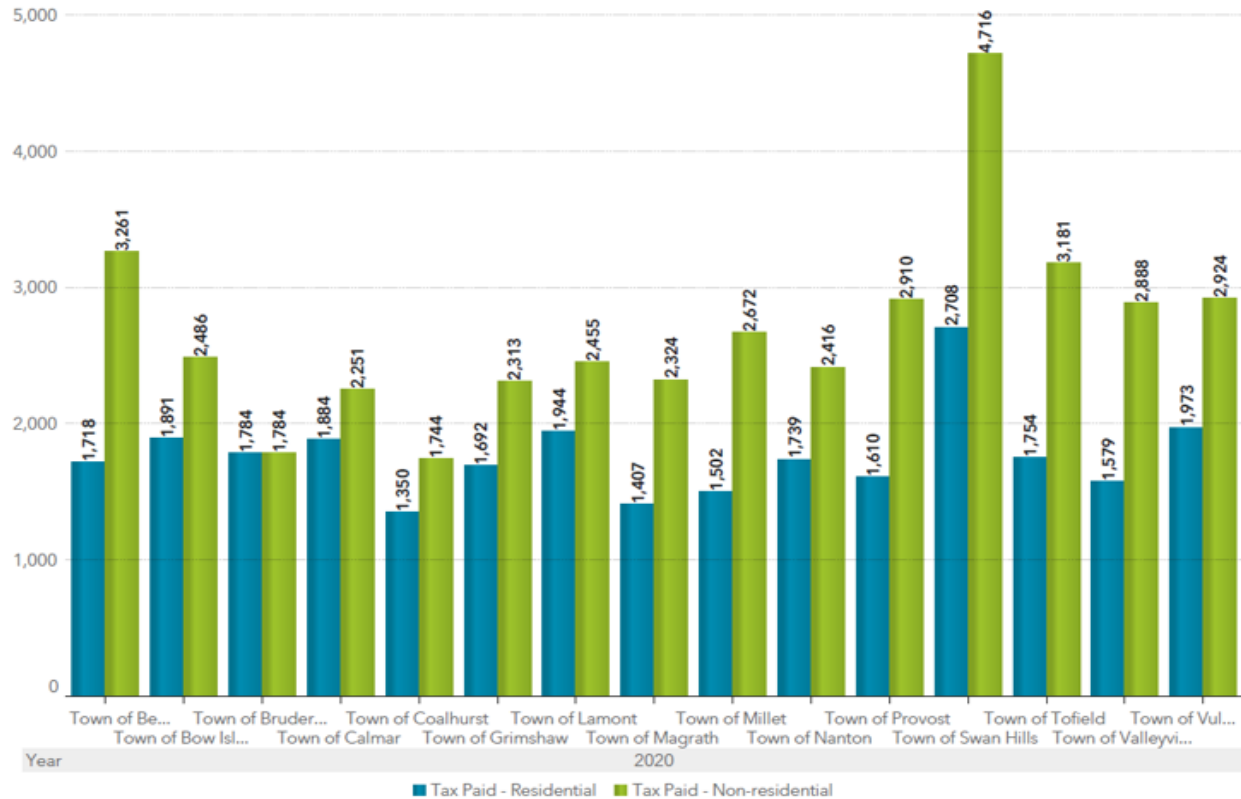




TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

➤ Comparisons on 2020 Tax Paid Amounts

Municipality	Tax Paid - Residential	Tax Paid - Non-residential
Town of Beaverlodge	1,718	3,261
Town of Bow Island	1,891	2,486
Town of Bruderheim	1,784	1,784
Town of Calmar	1,884	2,251
Town of Coalhurst	1,350	1,744
Town of Grimshaw	1,692	2,313
Town of Lamont	1,944	2,455
Town of Magrath	1,407	2,324
Town of Millet	1,502	2,672
Town of Nanton	1,739	2,416
Town of Provost	1,610	2,910
Town of Swan Hills	2,708	4,716
Town of Tofield	1,754	3,181
Town of Valleyview	1,579	2,888
Town of Vulcan	1,973	2,924



Note:

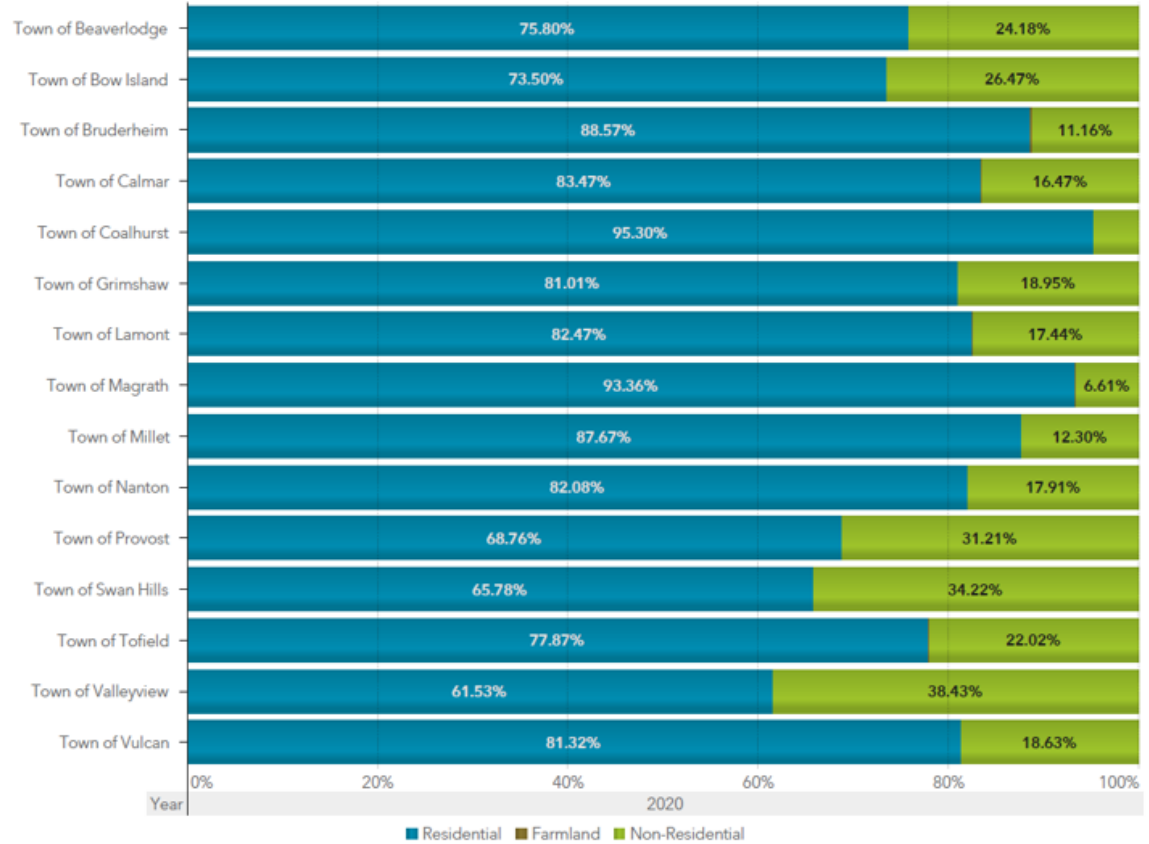
- 1) The amount of the tax paid illustrated above is for the municipal portion only and does not include Alberta Education and Lamont County Senior Foundation requisitions.
- 2) The amount of the tax was calculated based on Median Assessment at the Town of Lamont, which was \$185,750.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

➤ Composition of Assessments

Municipality	Residential	Non-Residential
Town of Beaverlodge	221,687,962	70,714,165
Town of Bow Island	128,240,383	46,177,405
Town of Bruderheim	134,578,851	16,960,730
Town of Calmar	225,261,941	44,447,801
Town of Coalhurst	252,678,808	12,414,529
Town of Grimshaw	206,092,599	48,199,833
Town of Lamont	144,603,874	30,580,131
Town of Magrath	198,246,273	14,029,234
Town of Millet	196,008,490	27,487,247
Town of Nanton	240,559,210	52,496,759
Town of Provost	157,919,525	71,673,735
Town of Swan Hills	72,134,964	37,533,399
Town of Tofield	194,492,548	55,008,641
Town of Valleyview	133,227,863	83,212,410
Town of Vulcan	171,268,841	39,228,188



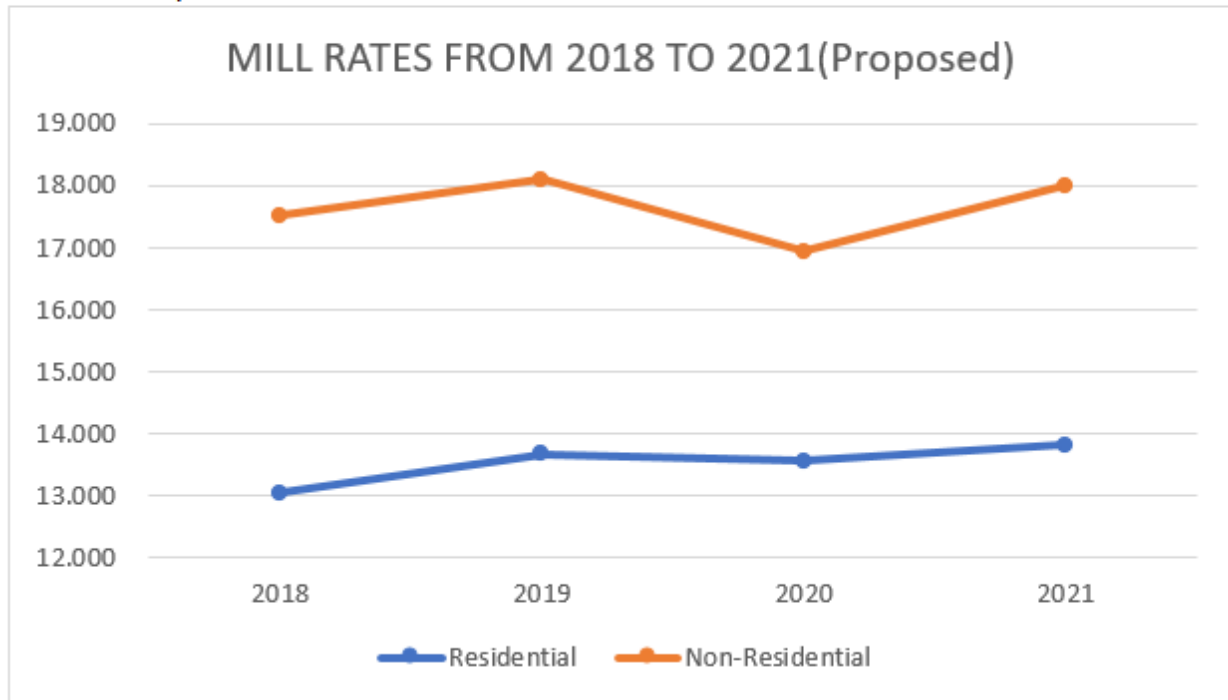
Note: As per the 2020 assessment, non-residential assessment represents approximately 17.44% of the total assessment, which is slightly lower than the comparison municipalities.



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

Part II – A review of the Town’s mill rates history

Mill Rates History	2018	2019	2020	2021
Residential	13.0400	13.6528	13.5557	13.8098
% Increase/Decrease		4.70%	-0.71%	1.87%
Non-Residential	17.5060	18.0928	16.9249	17.9911
% Increase/Decrease		3.35%	-6.46%	6.30%



Note: The mill rates illustrated above includes all three components, municipal mill rates, Alberta Education mill rates, and Lamont Senior Housing Foundation mill rates.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Part III – Proposed mill rate options

Option I – No municipal mill rate increase equivalent to a tax decrease.

	Farmland and Residential			Non-Residential			Machinery and Equipment		
	2021	2020	% Increase	2021	2020	% Increase	2021	2020	% Increase
Municipal	10.4635	10.4635	0.00%	13.2161	13.2161	0.00%	13.2161	13.2161	0.00%
Senior	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%
ASFF	2.7050	2.6931	0.44%	4.1282	3.3097	24.73%			
Total	13.5682	13.5557	0.09%	17.7440	16.9249	4.84%	13.6158	13.6152	0.00%

Tax Rev	1,856,189	1,920,877	\$ (64,688)	431,648	444,300	\$ (12,652)
Tax % Reduced			-3.37%			-2.85%
Tax saving per household on average			\$ (85)			\$ (142)

Option I would result in the following:

- The total amount of the mill rates, sum of municipal, Lamont Housing Foundation requisition, and Alberta Education requisition, will be increased by 0.09% and 4.84% for residential and non-residential properties, respectively.
- However, the amounts of the 2021 taxation revenue will be reduced by \$64K and \$12K for residential and non-residential properties, respectively.
- **The average tax reduction for residential property tax is \$85, equivalent to 3.37% lower than the 2020 average.**
- **The average tax reduction for non-residential property tax is \$142, equivalent to 2.85% lower than the 2020 average.**

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

Residential

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
013800	56,000	58,300	(2,300)	760	790	(30)
053700	57,600	68,700	(11,100)	782	931	(150)
074300	185,700	197,500	(11,800)	2,520	2,677	(158)
088300	185,800	191,100	(5,300)	2,521	2,590	(70)
095100	378,100	395,800	(17,700)	5,130	5,365	(235)
060400	707,300	707,300	0	9,597	9,588	9
044700	1,975,100	1,975,100	0	26,798	26,774	25



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Commercial

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
019100	266,100	280,200	(14,100)	4,722	4,742	(21)
005000	374,100	394,400	(20,300)	6,638	6,675	(37)
018900	146,400	150,900	(4,500)	2,598	2,554	44
001000	2,483,700	2,485,100	(1,400)	44,071	42,060	2,011
044030	1,777,500	2,995,000	(1,217,500)	31,540	50,690	(19,150)
026500	172,500	174,000	(1,500)	3,061	2,945	116

Option II – 1.87% (MPI) of increase for residential and 0% of increase for non-residential municipal mill rates.

	Farmland and Residential			Non-Residential			Machinery and Equipment		
	2021	2020	% Increase	2021	2020	% Increase	2021	2020	% Increase
Municipal	10.6592	10.4635	1.87%	13.2161	13.2161	0.00%	13.2161	13.2161	0.00%
Senior	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%
ASFF	2.7050	2.6931	0.44%	4.1282	3.3097	24.73%			
Total	13.7638	13.5557	1.54%	17.7440	16.9249	4.84%	13.6158	13.6152	0.00%

Tax Rev	1,881,884	1,920,877	\$ (38,994)	431,648	444,300	\$ (12,652)
Tax % Reduced			-2.03%			-2.85%
Tax saving per household on average			\$ (51)			\$ (142)

Option II would result in the following:

- The total amount of the mill rates, municipal, Lamont Housing Foundation requisition, and Alberta Education requisition, will be increased by 1.54% and 4.84% for residential and non-residential properties, respectively.
- However, the amounts of the 2021 taxation revenue will be reduced by \$38K and \$12K for residential and non-residential properties, respectively.
- **The average tax reduction for residential property tax is \$51, equivalent to 2.03% lower than the 2020 average.**
- **The average tax reduction for non-residential property tax is \$142, equivalent to 2.85% lower than the 2020 average.**



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

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

Residential

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
013800	56,000	58,300	(2,300)	771	790	(20)
053700	57,600	68,700	(11,100)	793	931	(138)
074300	185,700	197,500	(11,800)	2,556	2,677	(121)
088300	185,800	191,100	(5,300)	2,557	2,590	(33)
095100	378,100	395,800	(17,700)	5,204	5,365	(161)
060400	707,300	707,300	0	9,735	9,588	147
044700	1,975,100	1,975,100	0	27,185	26,774	411

Commercial

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
019100	266,100	280,200	(14,100)	4,722	4,742	(21)
005000	374,100	394,400	(20,300)	6,638	6,675	(37)
018900	146,400	150,900	(4,500)	2,598	2,554	44
001000	2,483,700	2,485,100	(1,400)	44,071	42,060	2,011
044030	1,777,500	2,995,000	(1,217,500)	31,540	50,690	(19,150)
026500	172,500	174,000	(1,500)	3,061	2,945	116

Option III – 2.31% of increase for residential and 1.87%(MPI) of increase for non-residential municipal mill rates.

	Farmland and Residential			Non-Residential			Machinery and Equipment		
	2021	2020	% Increase	2021	2020	% Increase	2021	2020	% Increase
Municipal	10.7051	10.4635	2.31%	13.4632	13.2161	1.87%	13.4632	13.2161	1.87%
Senior	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%
ASFF	2.7050	2.6931	0.44%	4.1282	3.3097	24.73%			
Total	13.8098	13.5557	1.87%	17.9911	16.9249	6.30%	13.8629	13.6152	1.82%

Tax Rev	1,888,465	1,920,877	\$ (32,412)	437,596	444,300	\$ (6,704)
Tax % Reduced			-1.69%			-1.51%
Tax saving per household on average			\$ (43)			\$ (75)

Option III would result in the following:

- The total amount of the mill rates, municipal, Lamont Housing Foundation requisition, and Alberta Education requisition, will be increased by 1.87% and 6.3% for residential and non-residential properties, respectively.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

- However, the amounts of the 2021 taxation revenue will be reduced by \$32K and \$6K for residential and non-residential properties, respectively.
- **The average tax reduction for residential property tax is \$43, equivalent to 1.69% lower than the 2020 average.**
- **The average tax reduction for non-residential property tax is \$75, equivalent to 1.51% lower than the 2020 average.**

Below are some examples of property tax changes calculated based on option III mill rates:

Residential

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
013800	56,000	58,300	(2,300)	773	790	(17)
053700	57,600	68,700	(11,100)	795	931	(136)
074300	185,700	197,500	(11,800)	2,564	2,677	(113)
088300	185,800	191,100	(5,300)	2,566	2,590	(25)
095100	378,100	395,800	(17,700)	5,221	5,365	(144)
060400	707,300	707,300	0	9,768	9,588	180
044700	1,975,100	1,975,100	0	27,276	26,774	502

Commercial

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
019100	266,100	280,200	(14,100)	4,787	4,742	45
005000	374,100	394,400	(20,300)	6,730	6,675	55
018900	146,400	150,900	(4,500)	2,634	2,554	80
001000	2,483,700	2,485,100	(1,400)	44,684	42,060	2,624
044030	1,777,500	2,995,000	(1,217,500)	31,979	50,690	(18,711)
026500	172,500	174,000	(1,500)	3,103	2,945	159

Option IV – No tax increase, equivalent to 4.62% of increase for residential municipal mill rate and 3.98% of increase for non-residential municipal mill rate.

	Farmland and Residential			Non-Residential			Machinery and Equipment		
	2021	2020	% Increase	2021	2020	% Increase	2021	2020	% Increase
Municipal	10.9469	10.4635	4.62%	13.7414	13.2161	3.98%	13.7414	13.2161	3.98%
Senior	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%	0.3997	0.3991	0.15%
ASFF	2.7050	2.6931	0.44%	4.1282	3.3097	24.73%			
Total	14.0516	13.5557	3.66%	18.2693	16.9249	7.94%	14.1411	13.6152	3.86%

Tax Rev	1,920,853	1,920,877	\$ (24)	444,303	444,300	\$ 3
Tax % Reduced			0%			0%
Tax saving per household on average			\$ (0)			\$ 0



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

The Option IV would result in the following:

- The total amount of the mill rates, sum of municipal, Lamont Housing Foundation requisition, and Alberta Education requisition, will be increased by 3.66% and 7.94% for residential and non-residential properties, respectively.
- **No tax amount changes for both residential and non-residential properties in general.**

Below are some examples of property tax changes calculated based on option IV mill rates:

Residential

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
013800	56,000	58,300	(2,300)	787	790	(3)
053700	57,600	68,700	(11,100)	809	931	(122)
074300	185,700	197,500	(11,800)	2,609	2,677	(68)
088300	185,800	191,100	(5,300)	2,611	2,590	20
095100	378,100	395,800	(17,700)	5,313	5,365	(52)
060400	707,300	707,300	0	9,939	9,588	351
044700	1,975,100	1,975,100	0	27,753	26,774	979

Commercial

ROLL	2021 Value	2020 Value	Increase(De)	2021 Tax	2020 Tax	Increase(De)
019100	266,100	280,200	(14,100)	4,861	4,742	119
005000	374,100	394,400	(20,300)	6,835	6,675	159
018900	146,400	150,900	(4,500)	2,675	2,554	121
001000	2,483,700	2,485,100	(1,400)	45,376	42,060	3,315
044030	1,777,500	2,995,000	(1,217,500)	32,474	50,690	(18,216)
026500	172,500	174,000	(1,500)	3,151	2,945	207



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

Part IV – 2021 Budget Implications

<u>Operational Budget</u>	Option I	Option II	Option III	Option IV
Revenue from other source (excluding tax)	1,922,418	1,922,418	1,922,418	1,922,418
Revenue from tax	2,287,837	2,313,532	2,326,061	2,365,156
Revenue Total	4,210,255	4,235,950	4,248,479	4,287,574
Budget Expense (excluding amortization)	4,099,524	4,099,524	4,099,524	4,099,524
<i>Funds available for 2021 Capital Projects</i>	110,731	136,425	148,955	188,050
<u>Capital Budget</u>				
<i>Funds from operation</i>	110,731	136,425	148,955	188,050
Capital Revenues (Grants)	824,719	824,719	824,719	824,719
Total fund available for Capital	935,450	961,144	973,674	1,012,769
Approved Capital Budget Expense	1,254,425	1,254,425	1,254,425	1,254,425
Balance (amount of funding from reserve required)	(318,975)	(293,281)	(280,751)	(241,656)




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

POLICY AND/OR LEGISLATIVE REFERENCES

Part 10 of *Municipal Government Act (MGA)*

ATTACHMENTS

N/A

Report Prepared By: Robert Mu, Finance Officer
Approved by CAO: 



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: April 13, 2021
ELECTED OFFICIAL: Mayor Bill Skinner
REPORT PERIOD: Mar 17 – Apr 7, 2021

Boards and Committees:

- Mar 26: Attended Council Special Meeting re: CAO resignation
- Mar 29: Attended the Lamont County Housing Foundation board meeting. Discussed impact of flooding at Beaverhill Lodge due to broken water line. Decided long term service awards will be presented individually.

Items for Council Discussion:

Town of Lamont Business:

- Contacted Executive Search organizations and requested proposals for evaluation by Council

Professional Development (Workshops & Conferences):

- Mar 25: attended virtual Alberta Industrial Heartland Post-COVID Petrochemical Impact conference call
- April 7 – 9: Attended the virtual Alberta Seniors and Community Housing convention and AGM and held/exercised voting ballots on behalf of Lamont County Housing Foundation

Lamont Functions and Events:



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: April 8 2021

ELECTED OFFICIAL: Kirk Perrin

REPORT PERIOD: March 23 – April 13 2021

Boards and Committees:

- **St Michael's Regional Solid Waste Commission – March 25 2021**
 - Reviewed monthly tipping fees – for year 2020 Town of Lamont percentage of use remains consistent throughout the year at 21.48%
 - Preparation for April's Budget review.
 - Reviewed demolition material acceptance policy

CAO REPORT

FOR THE PERIOD ENDING April 13, 2021

HIGHLIGHTS:

- COVID-19 Activities
 - Continue to ensure staff, Council and the community is informed and current on the situation and adjusting protocols as required.
 - Updates to the COVID-19 restrictions were announced April 6. The Province moved back to Step 1 in the Path Forward plan.
- Continue to backfill for vacant administrative position which includes all legislative responsibilities and all internal and external communications.
- Executive Assistant recruitment and interviews
- Employee cross-training
- Website development
- Policy development- Employee Handbook preparation
- 2021 Budget preparation
- Evaluation of possible 2021 event planning opportunities
- Follow up activities related to the 2020 Tax Auction
- On-going projects : Recreation Centre A/V Upgrade Project, Administration Building Lighting Upgrade, Bike Park, Street Sweeping

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- COVID-19 Updates for Alberta Municipalities from the Chief Medical Officer of Health(weekly)
- CREPP Meetings(bi-weekly)
- NE Alberta Emergency Management DEM Meeting(bi-weekly)
- Fort Saskatchewan Officer in Charge meeting update- March 19
- Alliance Pipeline & Enbridge-March 25

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING April 13, 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.
- External service efficiency study completed.

Facilities

- Outdoor skating area at Hillside Park was decommissioned for the season.

Road Maintenance and Snow Clearing

- Ice removal from catch basins and gutter clearing for storm drainage.
- Street sweeping plan developed and reviewed with staff.

Utilities

- Water meter replacement program was initiated with COVID protocols in place.
- Culvert thawing and ditch clearing to ensure water draining.
- Storm mainline thawing and water pumping to protect against flooding.

Projects & Requests:

- 2021 Capital Project- Sanitary Sewer Trunk Line Repair. Stage 2 work has initiated with 16 repair points that will be completed before April 15, 2021. Once repairs are complete a camera inspection will be completed to ensure the work is satisfactory to release the hold back of funds.
- 2021 Capital Project- Lamont Arena and Hall AV Upgrade. Work has begun with electrical being installed, awaiting some of the equipment due to delays in shipping. Work will be completed by the end of April.
- 2021 Capital Project- Lamont Arena Plant Upgrades. Grant approval has been received and the tender has been awarded.
- 2021 Capital Project – Bike Park. Bulk materials (clay) are in the process of being transferred to the site.

Description	2021 Budget (Jan - Apr)	Targeted Amount Feb	2021 Actual Feb	Variance	% of Completion	2021 - Feb	2020 - Feb	Increase/ (Janrease)	Percentage	Note
REVENUE										
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		
TOTAL REVENUE	(695,145)	(173,786)	(130,745)	(564,400)	19%	(35,811)	(43,287)	7,476		
EXPENSE										
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		
Total Expense	1,681,929	453,169	397,731	1,284,198	24%	266,945	304,608	(40,217)		

Description	2021 Budget (Jan - Apr)	Targeted Amount Feb	2021 Actual Feb	Variance	% of Completion	2021 - Feb	2020 - Feb	Increase/ (Janrease)	Percentage	Note
Capital Programs										
Administration	0	0	0	0	0%	0	0	0	0%	
Fire	0	0	0	0	0%	0	0	0	0%	
Public Work	0	0	0	0	0%	0	0	0	0%	
Street and Road	0	0	0	0	0%	0	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%	
Total Capital Programs	388,375	97,094	22,562	365,813	6%	6,528	2,069			



MONTHLY FIRE DISTRICT REPORT

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

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

Respectfully Submitted,

PLANNING & DEVELOPMENT

QUARTERLY REPORT JANUARY TO MARCH 31. 2021

	1st Quarter Jan 1- Mar 31	2nd Quarter Apr 1 - Jun 30	3rd Quarter Jul 1 - Sep 30	4th Quarter Oct 1 -Dec 31
Development Permits	1			
Compliance Certificates	3			
Encroachment Agreements				
Intermunicipal Referrals	1			
Subdivisions				
Unauthorized Developments				
TOTAL	YEAR TO DATE			
Development Permits	1			
Compliance Certificates	3			
Encroachment Agreements				
Intermunicipal Referrals	1			
Subdivisions				
Unauthorized Developments				
Submitted by:				
Laraine Stuart				