

Council Package

October 12, 2021



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
October 12, 2021**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

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7.1. Community Peace Officer Service – (FOIP Section 24 – Advice from Officials)

7.2. Education Assistance – (FOIP Section 17(2)(e) - Disclosure Harmful to Personal Privacy)

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
September 28, 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
	Rick Bastow	Chief Administrative Officer
	Dawn Nielsen	Deputy Chief Administrative Officer
	Jaclyn Ponto	Recording Secretary

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: 196/21 Councillor Harvey: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes – September 14, 2021

MOTION: 197/21 Councillor Foulds: That the Minutes of the September 14, 2021 Council Meeting be accepted as presented.

CARRIED

b) Parks and Recreation Committee Minutes – August 30, 2021

MOTION: 198/21 Councillor Taylor: That the Minutes of the August 30, 2021 Parks and Recreation meeting be accepted as presented.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- Town of Crossfield – Royal Canadian Mounted Police Retroactive Pay
- Municipal Affairs – Municipal Accountability Program
- Town of Sundre – Royal Canadian mounted Police Retroactive Pay
- Town of Sundre – Code of Conduct
- Town of Mundare – Recreation Funding Agreement
- Town of Crossfield – Changes to the Criminal Code and the Firearms Act

MOTION: 199/21 Councillor Perrin: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

National Day for Truth and Reconciliation

MOTION: 200/21 Councillor Foulds: That the Town of Lamont close its offices at 2:00 pm on September 30, 2021, in recognition of the National Day for Truth and Reconciliation and join the Town of Bruderheim in a ceremony to recognize the day.

CARRIED

Bruderheim Climate Resilience Action Plan

MOTION: 201/21 Councillor Koroluk: That Council direct Administration to issue a letter, congratulating the Town of Bruderheim on receiving the Minister's Award for Municipal Excellence for its Climate Resilience Action Plan.

CARRIED

Strategic Plan Status Report

MOTION: 202/21 Councillor Taylor: That Council receive the Strategic Plan Status Report as Information.

CARRIED

REPORTS:

Council Reports:

Mayor Skinner	Written report attached.
Councillor Taylor	Written report attached.
Councillor Harvey	Nothing to report.
Councillor Koroluk	Nothing to report.
Councillor Perrin	Nothing to report.
Councillor Foulds	Nothing to report.

Staff Reports:

CAO

MOTION: 203/21 Councillor Perrin: That Council accept the reports as presented.

CARRIED

CLOSED SESSION:

- **CAO Advice**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 204/21 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 24 of the *Freedom of Information and Protection of Privacy Act* at 7:24 p.m.

CARRIED

MOTION: 205/21 Councillor Taylor: That Council revert to regular Council meeting session at 7:49 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 206/21 Councillor Perrin: That Council receive the update on the 2022 – 2026 Recreation Funding Agreement for information.

CARRIED

NOTICES OF MOTION: None.

ADJOURNMENT: Mayor Skinner adjourned the meeting at 7:51 p.m.

Mayor

Chief Administrative Officer

AR106493

Subject: 2020 Municipal Indicator Results

Dear Chief Administrative Officer,

Beginning in 2017, Alberta Municipal Affairs started reporting on a new performance measure, which identified the percentage of municipalities that were deemed to be “not at risk” based on financial and governance risk indicators. This performance measure was developed in consultation with stakeholders, and is used as a benchmark for measuring the ministry’s efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

Each of the thirteen indicators has a defined benchmark, and a municipality will be deemed “not at risk” as long as it does not trigger a critical indicator or three or more non-critical indicators. Municipal Affairs will publish the 2020 Municipal Indicator Results report for municipalities that are deemed “at risk” on the open government portal in early 2022 (<https://open.alberta.ca/publications/municipal-indicator-results>).

The municipal indicator results from 2016 to 2020 for all municipalities are available on the online Municipal Indicator Dashboard on the Municipal Indicators webpage (www.alberta.ca/municipal-indicators.aspx).

The ministry has compiled and verified the data collected from Alberta’s municipalities for the 2020 financial year and is pleased to inform you that your municipality did not trigger the required number of indicators to appear in this year’s Municipal Indicator Results report.

If you would like to discuss your results or the potential future release of these results on the Municipal Affairs website, please contact the Municipal Services Division at toll-free 310-0000, then 780-427-2225, or via email at lgsmail@gov.ab.ca.

Yours truly,

Gary Sandberg
Assistant Deputy Minister

**TOWN OF LAMONT PUBLIC LIBRARY BOARD MEETING
September 13, 2021 – 7:00pm @ Lamont Public Library**

PRESENT: Kelly VanDeurzen, Erin Thomas, Dinah Sudyk, Al Harvey, Michelle Selensky, David Diduck, Greg Huxley

ABSENT: Bonnie Fawcett,

MEETING CALLED TO ORDER AT: 7:08PM

APPROVE AGENDA: Dinah asks that we add sandwich board signage to New Business. Dave asks that we add Reeves Golf Tournament to new business. Kelly moves to approve the agenda as presented. Dinah seconds.

PREVIOUS MINUTES:

Kelly moves to approve the previous minutes as presented. Michelle seconds.

TREASURER’S REPORT:

Chequing Account Balance: \$ 42,882.82

Syd Joseph Account: \$2,042.70

Kelly will give Dinah some receipts for supplies purchased over the summer. Northern Lights has not sent their invoice yet. We usually have it paid by June of each year.

As presented. Dinah moves the treasurers report be adopted as presented. Dave seconds. Passed.

BUSINESS ARISING FROM PREVIOUS MINUTES:

1. New Librarian – Stephanie Walker – We hired Stephanie for the position of Library Clerk. She is doing well in the position.
2. Emails with Greg Cruickshank – Kelly has been communicating with Greg Cruickshank. Kelly is concerned that we do not have Stephanie trained on the school system despite requests to Greg C.. We have the go ahead from Greg C. to add a lock to our supplies. At what point we go above Greg C. to request training for Stephanie? It has been three months since the initial request. Kelly will contact Greg C. to set up an in-person quarterly meeting regarding operational concerns, including access to the school system. This is impeding our patrons’ access to services that should be available to them. Kelly will set up a meeting and let the Board know the details.
3. Hours change during school year – Tuesday, Wednesday, Thursday 5-8pm.

NEW BUSINESS:

1. Change lettering on sign and window regarding hours – Erin will cut the letters and replacement. Kelly moves to approve Erin to purchase vinyl to correct the signage out front and on the window to a maximum of \$20. Dinah seconds. Passed.
2. Plans for moving forward with library – What does our 5-year plan look like? Do we approach the Town of Lamont regarding our own building due to the limitations imposed by EIPS? Kelly suggests that we put together a 5-year plan for the Board to

work with as we move into the future. Al says that current Town of Lamont Council is aware of our struggle, but this may change with upcoming elections. Previous administration has looked at what it would require creating our own facility. Al suggests we wait for the new Council and Town Administrator before we approach them with our thoughts. This would likely be January 2022. Dave agrees with regard to Lamont County and their upcoming changes in Council and Administrator. Kelly tables discussing a meeting/presentation with Town of Lamont until December 2021 meeting.

3. Book system – Greg C. emailed Kelly a couple months ago regarding book duplication and hoping to set something regarding avoiding further duplicated purchases. Kelly will let Greg C. know that we will take suggestions from the Lamont High School Librarian with regard to ordering books that students are interested in.
4. National Day For Truth and Reconciliation – September 30th – Stephanie emailed Kelly wondering if we should post and highlight books for that day? Should we close? The school will be closed that day. Stephanie has been given some information from Northern Lights regarding online resources and programming that will be made available. Erin offers to partner as Kalyna FRN and provide Indigenous programming that evening. Kelly moves that the library remain open on September 30th to provide programming in partnership with Kalyna Family Resource Network Lamont County Region. Erin seconds.
5. Winter Break, November – The school will be closed November 8-12. Stephanie has requested time off. We will still have the book run to accept and process on Wednesday as the school is not open to accept the van run. Dinah says that Stephanie can contact Northern Lights to cancel the van run for November 10, 2021. Kelly moves that Stephanie emails Northern Lights to cancel the van run on November 10, 2021. Greg seconds.
Do we want to remain open during that week with a substitute librarian? Michelle suggests that she can cover as a casual employee. Erin moves to bring Michelle in as a casual employee for November 9 & 10, 2021 to cover for Stephanie. Kelly seconds.
Passed.
Erin will put together a casual employment contract for next meeting.
6. Signage purchase – Stephanie is requesting an open sign for the window and/or a sandwich board as it is difficult to tell if we are open at night. Kelly moves that we allow a budget of up to \$350 to purchase both a sandwich board sign and light up open sign. Michelle seconds. Passed.
7. Reeves Golf Tournament – Reeve hosted the annual golf tournament and 50% of the proceeds will be split between the four libraries in Lamont County. The remaining 50% will be donated to the County of Lamont Food Bank.

LIBRARIAN'S REPORT:

Stephanie:

We re-opened July 6, 2021. A bit of a bumpy start but all is going well.

We had a site visit from Northern Lights. Stephanie attended Northern Lights training in Elk Point.

Still waiting to access Destiny (EIPS system).

Beginning to look through and weed some of our materials. Young Adult has been weeded thus far. Next up is Children's. Our shelves are packed. We have a sizable budget from Northern Lights to purchase books as we did not purchase last year. New books will be arriving shortly. Stephanie will place a couple more orders later this fall. Any amount remaining will be carried over. Weeding will continue. Some books are weeded because they are in poor condition. We could choose to have a book sale or make them available for sale.

We had talked about a grand re-opening but due to current Covid-19 situation that will need to be put on hold.

Children's programming – currently on hold due to rise in Covid cases. Stephanie is going to create make and take packages for families to pick up and take home.

Budget planning – The IT manager reminded Stephanie the desktop computer is from 2015 and will need to be replaced soon. Dinah indicates that we have \$2000 in the budget. Erin moves that that Stephanie contact Northern Lights to find out the cost of a new desktop. Kelly seconds.

CORRESPONDANCE:

None

ROUND TABLE:

General discussion about community usage of schools.

NEXT MEETING: October 4, 2021 @ 7:00pm at the school if protocols allow, otherwise via Zoom.

MEETING ADJOURNED AT: 8:45PM



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

AGENDA ITEM: 4.1

**COUNCIL MEETING DATE:
October 12, 2021**

**ITEM DESCRIPTION OR TITLE
COVID-19 Public Health Measures**

RECOMMENDATION

That Council accept the COVID-19 Public Health Measures report as information on how administration has researched and implemented changes to follow current Alberta Health restrictions.

BACKGROUND

Administration has been researching public health orders 44-2021 and 45-2021 put in place September 20, 2021, and September 24, 2021. Using information provided by the COVID-19 municipal governance panel, Information released at alberta.ca/covid-19, and the restriction exemption program that allows in scope businesses, entities, and events the option of implementing the program to operate as usual or comply with all public health restrictions outlined in the public health orders.

The Town of Lamont is currently operating under the public health orders 44-2021 and 45-2021 for youth sport, fitness, and performance activities permitted under the Alberta health orders. This includes operating at one third capacity, social distancing measures, and masking requirements. Working with our groups, Lamont has implemented protocols to ensure public health orders are followed including a separate entrance for players, enhanced cleaning protocols, and additional signage to reinforce the current restrictions. Groups have taken a lead role ensuring restrictions are followed, and to date the protocols put in place have been well received.

Adult groups will be given the opportunity in partnership with the Town of Lamont to implement the restriction exemption program. As the program host, adult groups will be responsible for obtaining proof of vaccination or negative test result from their participants, including visiting teams. The group will then provide the Town of Lamont a copy of their confirmed vaccinated roster. No medical records or personal information will be placed on file by the Town of Lamont.

Administration created a guidance document for implementation of the Restriction Exemption Program that was provided to the adult groups, along with public health orders 44-2021 and 45-2021, and the restriction exemption program details. This will ensure adult groups are able to implement the restriction exemption program and participate in their activities safely and in line with the Provincial COVID-19 restrictions.



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

COMMUNICATIONS

Work with groups to ensure Provincial health orders and restrictions are followed and assist with the implementation of the restriction exemption program for our adult groups who wish to participate.

IMPLICATIONS OF DECISION

Recreation opportunities for the community can operate with the current measures in place. Implementation of the restriction exemption program may exclude some participants.

FINANCIAL IMPLICATIONS

The arena is currently able to operate creating revenue as per the Town of Lamont fees schedule that will assist in offsetting facility operating costs.

Enhanced cleaning measures requires extended staffing that is currently within the operational budget.

POLICY AND/OR LEGISLATIVE REFERENCES

Public Health Order 44-2021.
Public Health Order 45-2021.

ATTACHMENTS

Town of Lamont Restrictions Exemption Program Guidance Document.

Report Prepared By: Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO:

RECORD OF DECISION – CMOH Order 44-2021**Re: 2021 COVID-19 Response**

Whereas I, Dr. Deena Hinshaw, Chief Medical Officer of Health (CMOH) have initiated an investigation into the existence of COVID-19 within the Province of Alberta.

Whereas the investigation has confirmed that COVID-19 is present in Alberta and constitutes a public health emergency as a novel or highly infectious agent that poses a significant risk to public health.

Whereas under section 29(2.1) of the *Public Health Act* (the Act), I have the authority by order to prohibit a person from attending a location for any period and subject to any conditions that I consider appropriate, where I have determined that the person engaging in that activity could transmit an infectious agent. I also have the authority to take whatever other steps that are, in my opinion, necessary in order to lessen the impact of the public health emergency.

Whereas a state of public health emergency for the province of Alberta was declared on September 15, 2021.

Whereas having determined that additional measures are necessary to protect Albertans from exposure to COVID-19 and to prevent the spread of COVID-19, I hereby make the following order:

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-

Part 1 – Application

- 1.1 This Order applies throughout the province of Alberta.
- 1.2 This Order comes into force on September 20, 2021 except where otherwise stated in this Order.
- 1.3 If a section of this Order is inconsistent or in conflict with a provision in Record of Decision – CMOH Order 10-2020, 37-2021 or 38-2021, the section in those Orders prevail to the extent of the inconsistency or conflict.
- 1.4 This Order amends CMOH Order 42-2021 by making the following amendments to Part 7 effective September 16, 2021:
 - (a) deleting sections 7.1 through 7.6; and
 - (b) substituting the words “Despite this Part of this Order, a” with “A” in section 7.7.
- 1.5 This Order rescinds CHOH-Order 42-2021 effective September 20, 2021.

Part 2 – Definitions

- 2.1 In this Order, the following terms have the following meanings:
 - (a) “adult” means a person who has attained the age of eighteen years.

- (b) “authorizing health professional” means one of the following regulated members under the *Health Professions Act* who holds a practice permit:
- i. nurse practitioners;
 - ii. physicians;
 - iii. psychologists.
- (c) “child care program” means any of the following:
- i. a facility-based program providing day care, out of school care or preschool care;
 - ii. a family day home program;
 - iii. a group family child care program;
 - iv. an innovative child care program.
- (d) “Class A, B or C liquor licence” has the same meaning given to it under the *Gaming, Liquor and Cannabis Regulation, AR 143/96*, under the *Gaming, Liquor and Cannabis Act*.
- (e) “cohort”, as the context of this Order requires, means:
- i. for a person who resides on their own, one or two other persons with whom the person who resides on their own regularly interacts with during the period of this Order;
 - ii. for a household, the persons who regularly reside at the home of that household;
 - iii. for a household in which all eligible persons who regularly reside at the home are fully vaccinated, the members of that household and the members of a second household whose eligible members are fully vaccinated, up to a maximum of ten fully vaccinated persons, excluding children eleven and younger who are not vaccinated. This must be the same two households for the duration of the Order;
 - iv. for a fully vaccinated person who resides on their own, the person who resides on their own, and up to a maximum of nine fully vaccinated persons, excluding children eleven and younger who are not vaccinated. This must be the same nine people for the duration of the Order;
 - v. for a person attending an overnight camp, the group of campers and staff members assigned to them who stay together throughout the day, day to day, and overnight;
 - vi. for a school, the group of students and staff who primarily remain together for the purposes of instruction as a COVID-19 safety strategy.
- (f) “commercial vehicle” means a vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation, but does not include a private passenger vehicle.
- (g) “day care” has the same meaning given to it in the *Early Learning and Child Care Regulation*.

- (h) “drive-in activities” means outdoor activities that a person can participate in or observe while remaining in a motor vehicle including the following:
- i. a worship service;
 - ii. a drive-in movie;
 - iii. a graduation ceremony;
 - iv. physical activity, performance activity or recreational activity;
 - v. any activity similar in nature to those listed in this definition.
- (i) “eligible person” means a person born in 2009, or before 2009, who is living, working or going to school in Alberta who is eligible to receive the COVID-19 vaccine.
- (j) “face mask” means a medical or non-medical mask or other face covering that covers a person’s nose, mouth and chin.
- (k) “facility-based program” has the same meaning given to it in the *Early Learning and Child Care Act*.
- (l) “Facility Licence” has the same meaning given to it under the *Gaming, Liquor and Cannabis Regulation*, AR 143/96, under the *Gaming, Liquor and Cannabis Act*.
- (m) “family day home program” has the same meaning given to it in the *Early Learning and Child Care Act*.
- (n) “farming or ranching operation” means the primary production of eggs, milk, grain, seeds, fruit, vegetables, honey, livestock, diversified livestock animals within the meaning of the *Livestock Industry Diversification Act*, poultry or bees, an operation that produces cultured fish within the meaning of the *Fisheries (Alberta) Act*, and any other primary agricultural operation specified in the regulations, but does not include the operation of a greenhouse, mushroom farm, nursery or sod farm.
- (o) “fitness activity” means a physical activity that occurs at a gym, fitness studio, dance studio, rink, pool, arena or recreation centre and includes dance classes, rowing, spin, yoga, boxing, boot camp, Pilates and other activities of a similar nature.
- (p) “food-serving business or entity” means a restaurant, café, bar, pub or similar business or entity.
- (q) “fully vaccinated” means a person who is eligible for vaccination who has:
- i. received two doses of a World Health Organization approved COVID-19 vaccine in a two dose vaccine series or one dose in a one dose vaccine series; and
 - ii. had fourteen days elapse since the date on which the person received the second dose of the World Health Organization approved COVID-19 vaccine of a two dose series or one dose of the vaccine in a one dose vaccine series.

- (r) “Gaming Licence” has the same meaning given to it under the *Gaming, Liquor and Cannabis Regulation, AR 143/96*, under the *Gaming, Liquor and Cannabis Act*.
- (s) “group family child care program” has the same meaning given to it in the former *Child Care Licensing Regulation*.
- (t) “health condition” means the following mental or physical limitations:
- i. sensory processing disorders;
 - ii. developmental delays;
 - iii. mental illnesses including: anxiety disorders; psychotic disorders; dissociative identity disorder; and depressive disorders;
 - iv. facial trauma or recent oral maxillofacial surgery;
 - v. contact dermatitis or allergic reactions to face mask components; or
 - vi. clinically significant acute respiratory distress.
- (u) “highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes:
- i. a sidewalk, including a boulevard adjacent to the sidewalk;
 - ii. if a ditch lies adjacent to and parallel with the roadway, the ditch; and
 - iii. if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be,
- but does not include a place declared by regulation not to be a highway.
- (v) “innovative child care program” has the same meaning given to it in the former *Child Care Licensing Regulation*.
- (w) “masking directive or guidance” means, as the context of this Order requires, either:
- i. a directive or guidance document made by a regional health authority, or a contracted service provider of a regional health authority, which sets out directions or guidance respecting the use of face masks in facilities or settings operated by the regional health authority or the contracted service provider; or
 - ii. a directive or guidance document made by Alberta Health and posted on the Government of Alberta website.
- (x) “medical exception letter” means written confirmation provided to a person by an authorizing health professional which verifies that the person has a health condition that prevents the person from wearing a face mask while attending an indoor public place and
- i. clearly sets out the information required by section 3.6 of this Order; and
 - ii. is valid for a period of one year from the date on which it is made.

- (y) “outdoor food and beverage services” means services which an operator of a food-serving business or entity provides in an outdoor area to persons who remain at the food-serving business or entity while consuming food or beverages. For greater certainty, outdoor food and beverage services are provided in an area that meet the following requirements:
- i. patios and dining areas with a roof must not have more than one enclosing wall;
 - ii. patios and dining areas without a roof may have one or more enclosing wall;
 - iii. for the purposes of this Order umbrellas and pergolas are not considered to be roofs;
 - iv. for the purposes of this Order, a fence or a half-wall is not an enclosing wall.
- (z) “out of school care” has the same meaning given to it in the Early Learning and Child Care Regulation.
- (aa) “performance activity” means singing, playing a musical instrument, dancing, acting or other activities of a similar nature and includes, but is not limited to, a rehearsal, concert, theatre, dance, choral, festival, musical and symphony events.
- (bb) “person who resides on their own” means a person living on their own or a person living on their own who has one or more youth living with them and under their care.
- (cc) “physical activity” means a fitness activity or sport activity.
- (dd) “preschool care”, has the same meaning given to it in the *Early Learning and Child Care Regulation*.
- (ee) “post-secondary institution” means a public or private post-secondary institution operating under the *Post-Secondary Learning Act* and includes the physical location or place where the post-secondary institution provides a structured learning environment through which a program of study is offered.
- (ff) “private place” means a private place as defined under the *Public Health Act*.
- (gg) “private social gathering” means any type of private social function or gathering at which a group of persons come together and move freely around to associate, mix or interact with each other for social purposes rather than remaining seated or stationary for the duration of the function or gathering, but does not include a cohort consisting of persons referred to in section 2.1(e) of this Order.
- (hh) “public place” has the same meaning given to it in the *Public Health Act*, and for greater certainty does not include a rental accommodation used solely for the purposes of a private residence.
- (ii) “recreational activity” means any structured or organized activity or program where the purpose of the activity or program is intended to develop a skill, including but not

limited to, Girl Guides, Scouts, arts and crafts, pottery or other substantially similar activities.

- (jj) “school” has the same meaning given to it in the *Education Act*.
- (kk) “school building” has the same meaning given to it in the *Education Act*.
- (ll) “Special Event Licence” has the same meaning given to it under *Gaming, Liquor and Cannabis Regulation*, AR 143/96, under the *Gaming, Liquor and Cannabis Act*.
- (mm) “sport activity” means sports training, practices, events, games, scrimmages, competitions, gameplay, league play, and other activities of a similar nature.
- (nn) “staff member” means any individual who is employed by, or provides services under a contract with, an operator of a school.
- (oo) “student” has the same meaning given to it in the *Education Act*.
- (pp) “visitor” means any individual who attends a school, but who is not a student or staff member.
- (qq) “youth” means a person under eighteen years of age.
- (rr) “youth activity” means any physical activity, performance activity or recreational activity youth are participating in.

Part 3 – Masking

A. Indoor masking requirements

- 3.1 Except as set out in this Order and subject to Part 13, a person must wear a face mask at all times while attending an indoor public place.
- 3.2 For greater certainty, indoor public places include, but are not limited to:
 - (a) a school building;
 - (b) commercial vehicles transporting the driver and one or more other persons who are not members of that persons household, or if the person is a person living alone, then the person’s close contact;
 - (c) the common areas of a day camp or overnight camp; and
 - (d) all indoor spaces under the control of a business or entity, including all areas where the public or employees of the business or entity may attend.
- 3.3 For greater certainty, except as otherwise set out in this Order:
 - (a) face masks must be worn at a wedding ceremony or funeral service that is held in an indoor public place; and
 - (b) a person must comply with all masking directives or guidance while attending at a facility operated by a regional health authority under the *Regional Health Authorities*

Act or a facility operated by a contracted service provider of a regional health authority.

B. General exceptions to indoor masking

- 3.4 Despite this Part of this Order, a person is not required to wear a face mask at all times while attending an indoor public place if the person is:
- (a) a youth under two years of age;
 - (b) a youth participating in an indoor performance activity in circumstances where it is not possible for the youth to wear a face mask while participating in the indoor performance activity;
 - (c) a youth participating in an indoor physical activity;
 - (d) an adult participating in an indoor physical activity;
 - (e) an adult participating in an indoor performance activity where it is not possible for the adult to wear a face mask while participating in the indoor performance activity;
 - (f) a person marrying another person during a wedding ceremony, and the individuals in their wedding party;
 - (g) unable to place, use or remove a face mask without assistance;
 - (h) seated at a table while consuming food or drink or, if standing at a standing table while consuming food or drink, as long as the person remains at the standing table at all times while consuming the food or drink;
 - (i) providing or receiving care or assistance where a face mask would hinder that caregiving or assistance;
 - (j) alone at a workstation and separated by at least two metres distance from all other persons;
 - (k) the subject of a workplace hazard assessment in which it is determined that the person's safety will be at risk if the person wears a face mask while working;
 - (l) separated from every other person by a physical barrier that prevents droplet transmission;
 - (m) a person who needs to temporarily remove their face mask while in the public place for the purposes of:
 - i. receiving a service that requires the temporary removal of their face mask;
 - ii. an emergency or medical purpose, or
 - iii. establishing their identity.

C. Exceptions for health conditions

- 3.5 Despite this Part of this Order, a person who is unable to wear a face mask due to a health condition as determined by an authorizing health professional is exempted from wearing a face mask while attending an indoor public place.

- 3.6 For the purposes of section 3.5, the health condition must be verified by a medical exception letter that includes the following:
- (a) the name of the person to whom the exception applies;
 - (b) the name, phone number, email address, professional registration number, and signature of the authorizing health professional; and
 - (c) the date on which the written confirmation was provided.
- 3.7 For greater certainty, although the medical exception letter must verify that a health condition applies, the medical exception letter must not include specific information about the health condition.

D. Exception for child care programs

- 3.8 Despite this Part of this Order, a youth attending at a child care program is not required to wear a face mask except in accordance with any masking directive or guidance made by Alberta Health and posted on the Government of Alberta website.

E. Exceptions for farming or ranching operations

- 3.9 Despite this Part of this Order, a person does not need to wear a face mask while working at a farming or ranching operation, unless the person is interacting with a member of the public.

Part 4 – Physical distancing

A. Two metres physical distance required

- 4.1 For all indoor and outdoor activities and settings, a person must maintain a physical distance of two metres from any other person who is not part of the person's cohort as referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.
- 4.2 For greater certainty, a person must maintain a physical distance of two metres from any other person who is not a member of the person's cohort as referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order, when the person:
- (a) is attending an indoor or outdoor space under the control of a business or entity, including all areas where the public or employees of the business or entity may attend;
 - (b) is attending as a spectator at an indoor or outdoor location of a business or entity for the purposes of observing physical activity, performance activity or recreational activity;
 - (c) is attending as a spectator at a school building for the purposes of observing indoor youth activity;
 - (d) is participating in an outdoor private social gathering including a wedding ceremony or reception and a funeral service or reception where the only indoor spaces are washroom facilities;

(e) is a youth or staff member attending at a day camp;

(f) is attending a place of worship.

- 4.3 For greater certainty, staff and students at post-secondary institution must maintain a physical distance of two metres from any other person who is not a member of their cohort as referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.

B. General exceptions to two metre physical distance requirement

- 4.4 Despite this Part, a person is not required to maintain a physical distance of two metres from any other person when the person is receiving a service from a business or entity that the person cannot receive while maintaining a physical distance of two metres.
- 4.5 Despite this Part, a coach, instructor or trainer is not required to maintain two metres physical distance from the person being coached, guided or instructed for physical activity, performance activity, or recreational activity if doing so inhibits the guidance or instruction being provided.
- 4.6 Despite this Part, a youth is not required to maintain two metres physical distance while participating in an indoor or outdoor physical activity or performance activity.
- 4.7 Despite this Part, an adult is not required to maintain two metres physical distance
- (a) while participating in an outdoor physical activity or performance activity;
 - (b) while participating in an indoor professional or semi-professional physical activity as a member of a professional or semi-professional sports team or as a professional or semi-professional athlete;
 - (c) while participating in an indoor professional or semi-professional performance activity as a member of a professional or semi-professional performance team or as a professional or semi-professional performer.
- 4.8 Despite this Part,
- (a) a person in a cohort as defined at section 2.1(e)(i), (ii), (iii), and (iv) of this Order that attends indoors at a private residence is not required to maintain a distance of two metres from another person in that same cohort;
 - (b) a person in a cohort as defined at section 2.1(e) of this Order that attends outdoors at a private residence is not required to maintain a distance of two metres from another person in that same cohort.

C. Three metres physical distance required

- 4.9 An adult must maintain a physical distance of three metres from any other person who is not a member of their cohort, referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order, when the person is participating in indoor solo or 1:1 physical activity with a coach, instructor or trainer.
- 4.10 An operator of a business or entity providing a place for indoor solo or 1:1 physical activity with a coach, instructor or trainer must ensure that an adult who is participating in

indoor solo or 1:1 physical activity maintains three metres distance from any other person, including the coach, instructor or trainer, who is not a member of their cohort, referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.

D. Exceptions to three metre physical distance requirement

- 4.11 Despite this Part, a coach, instructor or trainer is not required to maintain three metres physical distance from the person being coached, guided or instructed for physical activity, performance activity, or recreational activity if doing so inhibits the guidance or instruction being provided.

Part 5 – Work from one’s private residence

- 5.1 An employer must require a worker to work from the worker’s own private residence unless the employer determines that the worker’s physical presence is required at the workplace to effectively operate the workplace.

Part 6 – Private Residences

- 6.1 Subject to sections 6.3, 6.4 and 6.5 of this Order, a person who resides in a private residence must not permit a person who does not normally reside in that residence to enter or remain in the residence.
- 6.2 Section 6.1 of this Order does not prevent a person from entering the private residence of another person for any of the following purposes:
- (a) to provide health care, personal care or housekeeping services;
 - (b) for a visit between a child and a parent or guardian who does not normally reside with that child;
 - (c) to receive or provide child care;
 - (d) to provide tutoring or other educational instruction related to a program of study;
 - (e) to perform construction, renovations, repairs or maintenance;
 - (f) to deliver items;
 - (g) to provide real estate or moving services;
 - (h) to provide social or protective services;
 - (i) to respond to an emergency;
 - (j) to provide counselling services;
 - (k) for a visit between a person who is at the end of their life (last four to six weeks, as determined by that person’s primary health care provider) and a family member, friend, faith leader or other person as long as no more than three visitors enter the private residence of the dying person at one time;
 - (l) to provide or receive personal or wellness services;
 - (m) to provide physical activity or performance instruction; or

- (n) to undertake a municipal property assessment.
- 6.3 A person who resides on their own may have their cohort described in section 2.1(e)(i) of this Order attend at their own private residence and may attend at the private residence of the one or two other persons described in section 2.1(e)(i) provided the following conditions are met:
- (a) each person whose residence the person is attending at lives alone at their private residence; or
 - (b) each of the two people at the residence the person is attending at live together.
- 6.4 A cohort for a household as defined at section 2.1(e)(iii) of this Order, can choose one other household to visit with at each other's private residences provided that the following conditions are met:
- (a) the two households, when meeting together, are limited to a maximum of ten eligible persons; and
 - (b) all eligible persons who are part of the household must be fully vaccinated.
- 6.5 A cohort for a fully vaccinated person who resides on their own, as defined at section 2.1(e)(iv) of this Order, can visit with a maximum of nine eligible persons at each other's private residences provided that the following conditions are met:
- (a) the eligible persons, when meeting together, are limited to a maximum of ten eligible persons; and
 - (b) all eligible persons must be fully vaccinated.
- 6.6 For greater certainty, the maximum number of persons set out in sections 6.4 and 6.5 does not include persons eleven and younger.

Part 7 – Private social gatherings

- 7.1 All persons are prohibited from attending a private social gathering at an indoor or outdoor private or public place except in accordance with this Part of the Order.
- 7.2 For greater certainty, an indoor wedding reception or a funeral reception is a prohibited private social gathering.
- 7.3 Despite section 7.1 of this Order, a private social gathering of fifty persons or fifty percent of the total operational occupant load, whichever is less, as determined in accordance with the Alberta Fire Code and the fire authority having jurisdiction may occur at an indoor public or private place, excluding private residences, for the purposes of a wedding ceremony or a funeral service.
- 7.4 A private social gathering of two hundred persons or less may occur at an outdoor public or private place including for the purposes of a wedding ceremony or reception or a funeral service or reception.

A. Private social gatherings for protests

- 7.5 Despite this Part of this Order, a person may attend at an outdoor public place to exercise their right to peacefully demonstrate for a protest or political purpose without limit to the number of persons in attendance if the person:
- (a) remains outdoors except where necessary to use the washroom;
 - (b) wears a face mask at all times;
 - (c) maintains a minimum physical distance of two metres from any other person in attendance, including any other person who is a member of the person's household, unless:
 - i. either the person or the other person is, or both persons are, eleven years of age or younger; and
 - ii. both persons are members of the same household;in which case this subsection does not apply;
 - (d) does not offer food or beverages to any other person in attendance, regardless of whether the food or beverage is provided for sale or not; and
 - (e) immediately disperses in a coordinated fashion at the conclusion of the gathering, while at all times adhering to the requirements in this section.
- 7.6 For greater certainty, a protest or political purpose as described in section 7.5 means for the purpose of expressing a position on a matter of public interest.

Part 8 - Places of worship

- 8.1 A faith leader may conduct a worship service at a place of worship if the number of persons who attend the worship service at the place of worship is limited to thirty-three percent of the total operational occupant load as determined in accordance with the Alberta Fire Code and the fire authority having jurisdiction.
- 8.2 A person attending a worship service at a place of worship must remain in a cohort consisting of persons referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.

Part 9 – Businesses and entities

- 9.1 An operator of a business or entity listed in sections 1 through 4 of Appendix A must limit the number of members of the public that may attend the location where the business or entity is operating to the greater of:
- (a) thirty-three percent of the total operational occupant load as determined in accordance with the Alberta Fire Code and the fire authority having jurisdiction; or
 - (b) five persons.

- 9.2 A person may only attend at a business or entity with a cohort consisting of the persons referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.
- 9.3 Section 9.1 of this Order does not apply to a business or entity listed in sections 5 through 8 of Appendix A.
- 9.4 Despite this Part of this Order, a business or entity operating exclusively outdoors, excepting washrooms, is not subject to any capacity limits.
- 9.5 Despite this Part of this Order an unlimited number of persons may attend a drive-in activity if the persons who attend the drive-in activity:
- (a) remain within a motor vehicle that is designed to be closed to the elements while attending and observing or participating in the drive-in activity except where necessary to use the washroom or access other amenities; and
 - (b) position their motor vehicle at least two metres away from other motor vehicles.

Part 10 – Restaurants, cafes, bars and pubs

- 10.1 An operator of a food-serving business or entity is prohibited from offering or providing indoor food and beverage services.
- 10.2 A person who attends a food-serving business or entity that offers or provides outdoor food and beverage services, may eat or drink alone or with a cohort where the cohorts participating are the persons referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.
- 10.3 An operator of a food-serving business or entity that offers or provides outdoor food and beverage services must:
- (a) limit the number of persons seated at the same table to a maximum of six persons for persons who are members of same household and a maximum of three persons for persons who reside on their own; and
 - (b) require persons to remain seated while consuming food or beverages and must prohibit persons seated at a table or standing at a standing table from interacting with persons seated at a different table or standing at a different standing table.
- 10.4 An operator of a business or entity with a Class A or C liquor licence, including but not limited to restaurants, bars, lounges, pubs, cafes, legions or private clubs is prohibited from serving liquor after 10 p.m. and must ensure that liquor consumption at the business or entity ends at 11 p.m..
- 10.5 An operator of a business or entity with a Gaming Licence or Facility Licence or a Class B liquor licence, including but not limited to bowling alleys, casinos, bingo halls, pool halls and indoor recreation entertainment centers is prohibited from serving liquor after 10 p.m. and must ensure that liquor consumption at the business or entity ends at 11 p.m..
- 10.6 A person who holds a Special Event Licence is prohibited from serving liquor after 10 p.m. and must ensure that liquor consumption at the event ends at 11 p.m..

- 10.7 For greater certainty, an operator of a food-serving business or entity may, subject to applicable laws, provide food or beverages, including liquor, by take-out, delivery or drive-thru at any time, including after 10 p.m..

Part 11 – Adult physical activity, performance activity and recreational activity

- 11.1 No adult may attend at an indoor location of a business or entity for the purposes of participating in a group physical activity, group performance activity, group recreational activity, or a competition or similar activity.
- 11.2 No operator of a business or entity may offer or provide services to, or a location for, an adult to participate in an indoor group physical activity, group performance activity, group recreational activity, or a competition or similar activity
- 11.3 Despite anything in this Part, an adult is not prohibited from participating in 1:1 or solo indoor physical activities, performance activities or recreational activities and an operator of a business or entity is not prohibited from offering or providing services to, or a location for, an adult to participate in 1:1 or solo indoor physical activities, performance activities or recreational activities.
- 11.4 Despite anything in this Part, an adult is not prohibited from participating in group physical activity, performance activity or recreational activity when the participating adults are in a cohort referred to in sections 2.1(e)(i) or 2.1(e)(ii) of this Order.

A. Professional physical activities and performance activities

- 11.5 Part 11 of this Order does not apply to:
- (a) a person attending or an operator of a business or entity, providing or hosting a physical activity as member of or for a professional or semi-professional sports team or as a professional or semi-professional athlete;
 - (b) a person attending or an operator of a business or entity, providing or hosting a performance activity as a member of or for a professional or semi-professional performance team or as a professional or semi-professional performer.

Part 12 – Youth activities

- 12.1 A parent or guardian of a youth must screen a youth for symptoms of COVID-19 prior to the youth participating in indoor youth activities in accordance with the COVID-19, Alberta Health Daily Checklist (for children under the age of eighteen).

Part 13 – Schools

A. Physical distancing in schools

- 13.1 An operator of a school must assign each youth enrolled in kindergarten to grade six to a cohort as in accordance with the guidance on the Government of Alberta website.

- 13.2 Students, staff and visitors at a school building must maintain a physical distance of two metres from any other person who is not a member of their cohort as referenced in sections 2.1(e)(i), 2.1(e)(ii) or 2.1(e)(vi) in accordance with the guidance on the Government of Alberta website.
- 13.3 Despite this Part and in accordance with the guidance on the Government of Alberta website, students and staff at a school building are not required to maintain two metres physical distance if doing so inhibits the guidance or instruction being provided or where it is not possible to maintain two metres physical distance.

B. Masking requirements in schools

- 13.4 All students, except for students enrolled in grades kindergarten through three, and all staff, and visitors must wear a face mask while attending at a school building.
- 13.5 An operator of a school must ensure that all students enrolled in grades four through twelve, staff, and visitors wear a face mask while attending at a school building.

C. Exceptions to masking in schools

- 13.6 Despite Part 3 and this Part of this Order, students, staff or visitors are not required to wear a face mask at all times while attending at a school building if the student, staff or visitor:
- (a) is unable to place, use or remove a face mask without assistance;
 - (b) is unable to wear a face mask due to a health condition;
 - (c) is consuming food or drink in a designated area;
 - (d) is engaging in a physical activity;
 - (e) is seated at a desk or table
 - (i) within a classroom or place where the instruction, course or program of study is taking place, and
 - (ii) where the desks, tables and chairs are arranged in a manner
 - (A) to prevent persons who are seated from facing each other, and
 - (B) to allow the greatest possible distance between seated persons;
 - (f) is providing or receiving care or assistance where a non-medical face mask would hinder that caregiving or assistance; or
 - (g) is separated from every other person by a physical barrier.
- 13.7 An operator of a school must use its best efforts to ensure that any student, staff member or visitor who is not required to wear a face mask:
- (a) as permitted by section 13.6(a) or (b) of this Order is able to maintain a minimum of two metres distance from every other person;

D. School buses

- 13.8 Subject to section 3.10 of this Order, an operator of a school must ensure that the following persons wear a face mask while being transported on a school bus:
- (a) all students attending grades kindergarten through grade 12;
 - (b) all staff members;
 - (c) all visitors.
- 13.9 For greater certainty, section 13.8(b) applies in respect of any individual who transports students attending grades kindergarten through 12 on a school bus to a school, regardless of whether that individual is a staff member.
- 13.10 All students attending grades kindergarten through 12, staff members and visitors must wear a face mask that covers their mouth and nose while being transported on a school bus, unless the student, staff member or visitor:
- (a) is unable to place, use or remove a face mask without assistance;
 - (b) is unable to wear a face mask due to a mental or physical concern or limitation;
 - (c) is providing or receiving care or assistance where a face mask would hinder that caregiving or assistance; or
 - (d) is separated from every other person by a physical barrier.

E. Exception to masking where physical distancing can be maintained

- 13.11 Subject to section 13.12 of this Order, sections 13.4 to 13.10 of this of Order do not apply in respect of an operator of a school who is able to ensure that all students, staff members and visitors maintain a minimum of two metres distance from every other person while attending an indoor location within a school or while being transported on a school bus.
- 13.12 An operator of a school must:
- (a) create a written plan that sets out how physical distancing will be maintained;
 - (b) provide the plan upon request from the Chief Medical Officer of Health, Medical Officer of Health or Alberta Education; and
 - (c) receive an exemption from the Chief Medical Officer of Health.
- 13.13 Despite section 13.11 of this Order, an operator of a school does not need to ensure that students, staff members and visitors are able to maintain a minimum of two metres distance from every other person when a student, staff member or visitor is seated at desk or table:
- (a) within a classroom or place where the instruction, course or program of study is taking place, and
 - (b) where the desks, tables and chairs are arranged in a manner

- (i) to prevent persons who are seated from facing each other, and
- (ii) to allow the greatest possible distance between seated persons.

Part 14 – Exemptions under Alberta Government’s Restrictions Exemption Program

14.1 Notwithstanding anything in this Order, the Chief Medical Officer of Health may, pursuant the Alberta Government’s Restrictions Exemption Program, exempt a person or class of persons from the application of some, or all, parts of this Order.

Part 15 – General

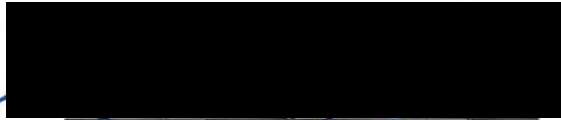
15.1 Notwithstanding anything in this Order, the Chief Medical Officer of Health may exempt a person or a class of persons from the application of this Order.

15.2 This Order provides the minimum standards for public health measures in Alberta for those matters addressed by this Order.

15.3 For greater certainty, nothing in this Order relieves a person from complying with any provision of any federal, provincial or municipal law or regulation or any requirement of any lawful permit, order or licence covering those matters which are addressed in this Order.

15.4 This Order remains in effect until rescinded by the Chief Medical Officer of Health.

Signed on this 23rd day of September, 2021.



Deena Hinshaw, MD
Chief Medical Officer of Health



Document: Appendix A to Record of Decision – CMOH Order 44-2021

Subject: CMOH Order 44-2021 Restrictions

Scope of Application: As per Record of Decision – CMOH Order 44-2021

Overview

This document sets out the businesses and entities that are subject to restrictions under Part 9 of this Order.

Businesses or entities subject to thirty-three percent capacity limit

1. Retail

- all retail, including indoor markets.

2. Recreational or Entertainment Business or Entity

- a business or entity, or a business or entity that is similar in nature to those described in this section, offering or providing access to the following types of recreational facilities or entertainment facilities:
 - Community halls and centres;
 - Theatres, auditoriums, concert halls, and community theatres;
 - Banquet halls and conference centres;
 - Hotel and Condominium fitness facilities, pools, hot tubs, saunas and steam rooms.

3. Festival or Event Business or Entity

- a business or entity, or a business or entity that is similar in nature to those described in this section, offering or providing any of the following activities:
 - Festivals;
 - Concerts;
 - Exhibitions;
 - Tradeshows;
 - Professional sporting or performance events.

4. Recreational or Entertainment Business or Entity

- a business or entity offering, or a business or entity that is similar in nature to those described in this section, or providing access to the following types of

recreational facilities or entertainment facilities:

- Movie theatres, libraries and science centres;
- Indoor children’s play centres and indoor playgrounds;
- Museums and galleries;
- Casinos;
- Gaming Entertainment Centre (as defined by the Alberta Gaming, Liquor and Cannabis);
- Nightclubs;
- Bingo halls, bowling alleys and pools halls;
- Racing Entertainment Centres;
- Indoor Recreation and Entertainment Centres;
- Amusement parks and water parks;
- Any indoor portion of an interpretative centre, excluding public washrooms;
- Any indoor portion of a zoo, excluding public washrooms.

Businesses or entities not subject to thirty-three percent capacity limit

5. Personal Service Business or Entity

- a business or entity offering or providing a personal service. For the purposes of this Appendix, a “personal service” has the same meaning given to it in the *Personal Services Regulation*, AR 1/2020, under the *Public Health Act*.

6. Wellness Service Business or Entity

- a business or entity offering or providing a wellness service, including massage therapy services and reflexology services.

7. Professional Service Business or Entity

- a business or entity offering or providing the following professional services, including but not limited to:
 - Health services;
 - Legal services;
 - Tax services;
 - Financial advisory services;
 - Accountant or bookkeeping services;
 - Photography services;
 - Mediation services;
 - Instructional services provided to an individual;
 - Counselling services.

8. Other entities

- a business or entity offering or providing the following:
 - mutual support meetings;
 - elections purposes and related activities;
 - child care services;
 - blood donation and collection activities;

- jury selections;
- shelters for vulnerable persons;
- charitable activities including but not limited to food, clothing, and toy collection and distribution.

RECORD OF DECISION – CMOH Order 45-2021

Re: 2021 COVID-19 Response – Alberta Government’s Restrictions Exemption Program; Rescinding and replacing RECORD OF DECISION – CMOH Order 43-2021

Whereas I, Dr. Deena Hinshaw, Chief Medical Officer of Health (CMOH) have initiated an investigation into the existence of COVID-19 within the Province of Alberta.

Whereas the investigation has confirmed that COVID-19 is present in Alberta and constitutes a public health emergency as a novel or highly infectious agent that poses a significant risk to public health.

Whereas under section 29(2.1) of the *Public Health Act*, I have the authority by order to prohibit a person from attending a location for any period and subject to any conditions that I consider appropriate, where I have determined that the person engaging in that activity could transmit an infectious agent. I also have the authority to take whatever other steps that are, in my opinion, necessary in order to lessen the impact of the public health emergency.

Whereas a state of public health emergency was declared in the province of Alberta on September 15, 2021.

Whereas I have determined it is possible to exempt eligible businesses, entities and events and patrons and attendees at their premises from certain restrictions found in Record of Decision CMOH Order 44-2021 provided that eligible participants screen patrons or attendees for proof of vaccination or a negative COVID-19 test result, I hereby make the following order:

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- Part 1 – Application
- Part 2 – Definitions
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- Part 4 – Masking Requirements
 - A. Indoor masking requirements
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 - C. Masking exceptions for health conditions
- Part 5 – Obligations of eligible participants
 - A. Screening of patrons or attendees
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 - C. Exceptions for proof of vaccination
 - D. Positive test result
- Part 6 - General

Part 1 – Application

- 1.1 This Order rescinds CMOH Order 43-2021.
- 1.2 This Order is effective September 20, 2021, and applies throughout the Province of Alberta.
- 1.3 Record of Decision CMOH Order 44-2021 is not in force in respect of eligible participants and patrons and attendees who are in compliance with this Order.
- 1.4 Record of Decision CMOH Order 45-2021 is not in force in respect of an employee of an eligible participant or first responders attending an eligible participant for the purposes of responding to an emergency situation.

Part 2 – Definitions

- 2.1 In this Order and the Appendix A to this Order, the following terms have the following meanings:
 - (a) “authorizing health professional” means
 - i. for the purposes of a masking exception, one of the following regulated members under the *Health Professions Act* who holds a practice permit:
 - A. nurse practitioners;
 - B. physicians;
 - C. psychologists.
 - ii. for the purposes of the vaccine exception, one of the following regulated members under the *Health Professions Act* who holds a practice permit:
 - A. nurse practitioners;
 - B. physicians.
 - (b) “COVID-19 test” means a Health Canada approved rapid screening test or a lab based PCR test approved by Health Canada or the lab accreditation body of the jurisdiction in which the test is performed which:
 - i. a person has taken within the last 72 hours;
 - ii. clearly outlines the laboratory that completed the test, if applicable the type of test, time of sample collection, and clear indication of a negative result; and
 - iii. is not sourced from the Alberta Health Services public COVID-19 testing system.
 - (c) “discretionary business, entity or event” means a business, entity or event described as “in scope” in Appendix A of this Order.

- (d) “eligible participant” means an operator of a discretionary business, entity or event that chooses to implement the Restrictions Exemption Program under this Order.
- (e) “eligible person” means a person who is living, working or going to school in Alberta who is eligible to receive the COVID-19 vaccine.
- (f) “first responders” means emergency medical responders registered with the Alberta College of Paramedics, police officers as defined in the *Police Act* and firefighters.
- (g) “employee” means workers, contractors, repair workers, delivery workers, volunteers, inspectors, or others who are entering the eligible participant for work purposes and not as patrons or attendees.
- (h) “face mask” means a medical or non-medical mask or other face covering that covers a person’s nose, mouth and chin.
- (i) “fitness activity” means a physical activity that occurs at a gym, fitness studio, dance studio, rink, pool, arena or recreation centre and includes dance classes, rowing, spin, yoga, boxing, boot camp, Pilates and other activities of a similar nature.
- (j) “Guidelines” means the Requirements for the Restrictions Exemption Program, as amended from time to time and as published on the Government of Alberta website.
- (k) “health condition” means the following mental or physical limitations:
 - i. sensory processing disorders;
 - ii. developmental delays;
 - iii. mental illnesses including: anxiety disorders; psychotic disorders; dissociative identity disorder; and depressive disorders;
 - iv. facial trauma or recent oral maxillofacial surgery;
 - v. contact dermatitis or allergic reactions to face mask components; or
 - vi. clinically significant acute respiratory distress.
- (l) “masking medical exception letter” means written confirmation provided to a person by an authorizing health professional which verifies that the person has a health condition that prevents the person from wearing a face mask while attending an indoor public place and:
 - i. clearly sets out the information required by section 4.5 of this Order; and
 - ii. is valid for a period of one year from the date on which it is made.
- (m) “medical contraindication to vaccination” means a condition diagnosed by an authorizing health professional as determined by guidance provided by the College of Physicians and Surgeons or the College and Association of Registered Nurses.

- (m) “personal identification” means a valid:
- i. birth certificate issued by a government of a province of Canada and including the photograph of the holder;
 - ii. citizenship card;
 - iii. driver’s licence issued by a government of a province of Canada and including the photograph of the holder;
 - iv. provincial or territorial issued identification card, including health card;
 - v. certificate of Indian Status;
 - vi. Métis Nation of Alberta Association citizenship and identification card;
 - vii. Inuit Status card;
 - viii. passport attesting to citizenship or other national status, issued by a government of any jurisdiction and including a photograph of the holder;
 - ix. Permanent Resident Card.
- (n) “patron or attendee” means an eligible person attending at a business, entity or event participating in the Restrictions Exemption Program under this Order.
- (o) “PCR test” means the polymerase chain reaction test for COVID-19.
- (p) “performance activity” means singing, playing a musical instrument, dancing, acting or other activities of a similar nature and includes, but is not limited to, a rehearsal, concert, theatre, dance, choral, festival, musical and symphony events.
- (q) “physical activity” means a fitness activity or sport activity.
- (r) “premises” means the site or location where the eligible participant operates.
- (s) “rapid screening test” means a COVID-19 testing device that is listed in *Authorized medical devices for uses related to COVID-19: List of authorized testing devices by Health Canada* published on the Government of Canada website and is approved for point-of-care molecular or antigen COVID-19 testing, including but not limited to, Panbio COVID-19 AG Rapid Test Device (nasal), Bd Veritor System For Rapid Detection Of SARS-CoV-2, Id Now COVID-19 and the Spartan COVID-19 System Cube.
- (t) “recreational activity” means any structured or organized activity or program where the purpose of the activity or program is intended to develop a skill, including but not limited to, Girl Guides, Scouts, choir, arts and crafts, pottery or other substantially similar activities.
- (u) “sport activity” means sports training, practices, events, games, scrimmages, competitions, gameplay, league play, and other activities of a similar nature.
- (v) “vaccinated” means a person who is eligible for vaccination who has:

- i. during the period between September 17, 2021 and October 24, 2021:
 - A. proof of receiving at least one dose of a World Health Organization approved COVID-19 vaccine and has had fourteen or more days elapse since the date on which the person received the first dose of vaccine;
 - ii. on or after October 25, 2021:
 - A. proof of receiving two doses of a World Health Organization approved COVID-19 vaccine in a two dose vaccine series and has had fourteen or more days elapse since the date on which the person received the first dose of vaccine;
 - B. proof of receiving one dose in a one dose World Health Organization approved COVID-19 vaccine series and has had fourteen days or more elapse since the date on which the person received the one dose of vaccine.
- (w) “vaccine medical exception letter” means an original, signed written confirmation provided to a person by an authorizing health professional which verifies there is a medical contraindication to vaccination that prevents the person from being vaccinated or verifies the person is a participant in a COVID-19 vaccine clinical trial and:
- i. clearly sets out the information required by section 5.5 of this Order; and
 - ii. is valid for a period of one year from the date on which it is made.

Part 3 – Restrictions Exemption Program

- 3.1 A discretionary business, entity or event which chooses to implement the Restrictions Exemption Program must do so in accordance with this Order.
- 3.2 A business, entity or event described as “Out of Scope” in Appendix A is ineligible for participation in the Restrictions Exemption Program.

Part 4 – Masking requirements

A. Indoor masking requirements

- 4.1 Except as set out in this Order, a patron or attendee must wear a face mask at all times while attending at an eligible participant’s premises.
- 4.2 For greater certainty a patron or attendee must wear a face mask in

- (a) all indoor spaces on the premises of an eligible participant that all patrons or attendees may attend; and
- (b) at a wedding ceremony or reception or at a funeral service or reception that is held at the premises of an eligible participant.

B. General exceptions to indoor masking

- 4.3 Despite this Part of this Order, a patron or attendee is not required to wear a face mask at all times while attending an eligible participant's premises if the patron or attendee is:
- (a) a youth under two years of age;
 - (b) participating in an indoor physical activity or performance activity;
 - (c) a person marrying another person during a wedding ceremony, and the individuals in their wedding party;
 - (d) unable to place, use or remove a face mask without assistance;
 - (e) seated at a table while consuming food or drink or, if standing at a standing table while consuming food or drink, as long as the person remains at the standing table at all times while consuming the food or drink;
 - (f) providing or receiving care or assistance where a face mask would hinder that caregiving or assistance;
 - (g) a person who needs to temporarily remove their face mask while in an eligible participant's premises for the purposes of:
 - i. receiving a service that requires the temporary removal of their face mask;
 - ii. an emergency or medical purpose, or
 - iii. establishing their identity.

C. Masking exceptions for health conditions

- 4.4 Despite this Part of this Order, a patron or attendee who is unable to wear a face mask due to a health condition as determined by an authorizing health professional is excepted from wearing a face mask while attending the eligible participant's premises.
- 4.5 For the purposes of section 4.4, the health condition must be verified by a masking medical exception letter that includes the following:
- (a) the name of the patron or attendee to whom the exception applies;
 - (b) the name, phone number, email address, professional registration number, and signature of the authorizing health professional; and
 - (c) the date on which the written confirmation was provided.

- 4.6 For greater certainty, although the masking medical exception letter must verify that a health condition applies, the medical exception letter must not include specific information about the health condition.

Part 5 – Obligations of eligible participants

A. Screening of patrons or attendees

- 5.1 An eligible participant must screen every patron and attendee for one of the following at the point of entry in accordance with the Guidelines:
- (a) proof of vaccination as set out in section 5.3;
 - (b) proof of a negative COVID-19 test result from a sample that is taken within the prior 72 hours;
 - (c) original vaccine medical exception letter.
- 5.2 A patron or attendee must provide an eligible participant with personal identification and one of the following at the point of entry:
- (a) proof of vaccination as set out in section 5.3;
 - (b) proof of a negative COVID-19 test result from a sample that is taken within the prior 72 hours;
 - (c) original vaccine medical exception letter.

B. Forms of proof of vaccination

- 5.3 One of the following is acceptable as proof of vaccination:
- (a) a picture or paper record of a valid Alberta Health Services, MyHealth Records, pharmacy, First Nations, or physician immunization record prominently displaying the name of the recipient, type of vaccine and date of administration;
 - (b) valid Government of Alberta vaccination QR code;
 - (c) an immunization record from another Canadian province or territory displaying the name of the recipient, type of vaccine and date of administration;
 - (d) Canadian armed forces immunization record, displaying the name of the recipient, type of vaccine and date of administration.
 - (e) For international travellers, an ArriveCan app and a valid international travel identity of the recipient document is acceptable as proof of vaccination.

C. Exceptions for proof of vaccination

- 5.4 Despite this Part of this Order, a patron or attendee who is unable to be vaccinated due to a medical contraindication to vaccination is excepted from the requirement of showing proof of vaccination to attend at an eligible participant's premises.
- 5.5 For the purposes of section 5.4 the medical contraindication to vaccination must be verified by a vaccine medical exception letter that includes the following:
- (a) the name of the patron or attendee to whom the exception applies;
 - (b) the name, phone number, contact information, professional registration number, and signature of the authorizing health professional;
 - (c) the date on which the written confirmation was provided; and
 - (d) the length of time the exemption is valid.
- 5.6 For greater certainty, although the vaccine medical exception letter must verify that a medical contraindication to vaccination applies, the vaccine medical exception letter must not include specific information about the nature of the medical contraindication to vaccination.
- 5.7 Despite section 5.2, the following persons are not required to provide proof of vaccination:
- (a) a person ineligible for immunization under the Alberta COVID-19 immunization program;
 - (b) a person with a medical exemption letter for vaccination;
 - (c) a person with a written or printed copy of a negative COVID-19 test.
- 5.8 Despite section 5.2, a patron or attendee who is 17 years of age or younger is not required to provide personal identification.

D. Positive Test Result

- 5.9 An eligible participant is prohibited from allowing a person presenting a positive COVID-19 test result from attending at the eligible participant's premises and must advise a person who presents a positive COVID-19 test result that the person must isolate in accordance with CMOH Order 06-2021.

Part 6 – General

- 6.1 This Order provides the minimum standards for public health measures in Alberta for those matters addressed by this Order.

- 6.2 For greater certainty, nothing in this Order relieves a person from complying with any provision of any federal, provincial or municipal law or regulation or any requirement of any lawful permit, order or licence covering those matters which are addressed in this Order.
- 6.3 This Order remains in effect until rescinded by the Chief Medical Officer of Health.

Signed on this 24th day of September, 2021.

Deena Hinshaw, MD
Chief Medical Officer of Health



Document: Appendix A to Record of Decision – CMOH Order 45-2021

Subject: CMOH Order 45-2021 Alberta Government's Restrictions Exemption Program

Scope of Application: As per Record of Decision – CMOH Order 45-2021

In Scope	Out of Scope
Restaurants and Food Courts with closed access to the public	Events in Private Dwellings
Nightclubs	Retail & Shopping Malls
Casinos, Bingo Halls, VLT Lounges	First responders attending for the purposes of responding to an emergency situation
Entertainment/Rec Centers, such as: <ul style="list-style-type: none"> • Bowling, racing entertainment, arcades, billiards halls, other similar entertainment • Museums, art galleries 	Libraries
Movie theatres	Employees in/on a worksite for the purposes of their employment
Recreation facilities for physical activity, performance activity or recreational activity <i>excluding</i> : <ul style="list-style-type: none"> • youth physical activity, performance activity and recreational activity • mutual support meetings • jury selection • elections purposes and related activities 	Schools, K-12
Conferences / Meeting Spaces / Halls/Rented space (excluding dwelling units) <i>excluding</i> : <ul style="list-style-type: none"> • mutual support meetings 	School curriculum based activity, K-12

<ul style="list-style-type: none"> • places of Worship – for faith services • jury selection • elections purposes and related activities 	
Weddings and Funerals held in public facilities where the facility maintains responsibility for adherence to these requirements	Child care settings (e.g., daycare)
Spectator at a professional sport or performance activity	Accommodations (e.g., hotel)
Indoor adult sport and performance activities (participants)	Places of Worship – for faith services
Private social events held in public facilities where the facility maintains responsibility for adherence to these requirements	Health Services
Adult recreational activities (e.g., classes, groups)	Personal Services
Hotel and condo amenities such as: <ul style="list-style-type: none"> • fitness rooms, pools • game rooms, movie rooms • other similar amenities 	Wellness Services
	Youth physical activity, performance activity and recreational activity, where all participants are under the age of 18.
	Public transit
	Mutual support meetings
	Jury selection
	Elections purposes and related activities



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

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
October 12, 2021

ITEM DESCRIPTION OR TITLE

Device Usage Policy

RECOMMENDATION

That Council approve Policy #11-22 Device Usage Policy.

BACKGROUND

Research was conducted concerning device usage policies and practices as currently implemented by Alberta municipalities. Examples of related considerations include County of Wetaskiwin and Cardston County.

Policies were reviewed and evaluated to ensure the suitability for the Town of Lamont.

Administration recommends approval of the Device Usage Policy that outlines usage of electronic devices provided by the Town to employees/councillors.

COMMUNICATIONS

If approved, the policy will be included within the Town Policy manual and circulated to all staff.

IMPLICATIONS OF DECISION

If approved, the Policy will assist in providing clear direction as to how to electronic devices are to be used by town employees/councillors.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 5(b)



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

ATTACHMENTS

Policy #11-22, Device Usage Policy

Report Prepared By: Jackii Ponto, Executive Assistant

Approved by CAO:

A handwritten signature in black ink, appearing to be "JP", is written over the text "Approved by CAO:".



Device Usage Policy

Policy Statement

Electronic devices, email and internet are valuable tools provided to employees and councillors for the purpose of supporting the Town of Lamont (hereinafter referred to as the Town) and to deliver information and services. This policy outlines the appropriate use of these resources by identifying responsibilities, requirements and providing guidance for the use of electronic devices, internet and email. It is also intended to protect the interests and reputation of the Town of Lamont.

Responsibilities

1. This policy applies to all employees and other persons who have or are responsible for any communication device issued by the Town or conduct business on behalf of the Town using any communication device. The Town reserves the right to revoke communication device privileges at any time should it be deemed necessary to do so.
2. Town owned devices are the property of the Town, and must be treated, used and safeguarded as such. If a Town-owned device is lost or damaged the Town Administration Office must be notified immediately.
3. Town owned devices will be used to conduct business appropriately, responsibly, ethically and cost-effectively.
4. Users will ensure to use common sense and follow best practices when working with files, email and email attachments that originate from outside of the Town to avoid phishing/virus attacks.
5. Each employee/councillor is provided with a unique log on identification and is fully accountable and responsible for any activity that occurs on the device using that unique log on identification.

Appropriate Use

1. All users are expected to conduct themselves in a respectful and professional manner
2. Any and all usage must be able to survive public scrutiny and/or disclose without causing embarrassment or concern to the user or to the Town.



Unacceptable Use

1. Attempting to circumvent security equipment or security of any information technology resources.
2. Engaging in any activity that may be harmful to any information technology resources.
3. Sending fraudulent, harassing, threatening or obscene messages, or sending unauthorized bulk emails.
4. Intentionally accessing, downloading or collecting obscene material in which the dominant characteristic is the undue exploitation of sex, or of sex and any one or more of the following subjects, namely, crime, horror, cruelty and violence.
5. Permitting another user to use ones Town provided accounts and passwords.
6. Intentionally breaching the terms and conditions of a software licensing agreement.
7. Attaching unauthorized equipment to the Town network, including, but not limited to, personal computers, routers, switches, hubs, or wireless access points.
8. Campaigning or other personal derived benefit.

Return of Device

1. The device is to be returned to the Town on the cessation of employment or tenure as an elected official.
2. Devices must be surrendered upon request of the Chief Administrative Officer or Council. Employee or Councillor who were issued the device must comply fully with any investigation in the event a matter has arisen that contravenes appropriate use and requires internal review or review conducted by an outside agency.

Adopted by Council:		Initials:
Motion Number:		
Supersedes:		



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.3

COUNCIL MEETING DATE:
October 12, 2021

ITEM DESCRIPTION OR TITLE

Extension of Recreation Funding Agreement

RECOMMENDATION

THAT Council approve extending the current Recreation Cost Sharing Agreement Term by one year, with negotiation of a new multi-year agreement to be finalized before December 31, 2022.

BACKGROUND

On September 9, 2021, the Town of Mundare issued a request letter, on behalf of Andrew, Bruderheim, Chipman, Lamont and themselves, formally requesting a 1-year extension of the Recreation Cost Sharing Agreement with Lamont County.

On October 5, 2021, Lamont County shared a draft amending agreement.

COMMUNICATIONS

The Municipalities of Andrew, Bruderheim, Chipman, Lamont and Mundare, along with Lamont County will coordinate electronic and in-person meetings to execute the extension and finalize the new agreement.

IMPLICATIONS OF DECISION

The one-year extension will contribute to continued availability of facilities in 2022.

FINANCIAL IMPLICATIONS

The 2021 contribution from Lamont County to the Town of Lamont totalled \$67,373.00. A 1-year extension of the existing agreement would result in \$67,373.00 being received in 2022.


POLICY AND/OR LEGISLATIVE REFERENCES

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

ATTACHMENTS

Draft Amending Agreement – Town of Lamont

Report Prepared By: CAO Bastow

Approved by CAO: 

AMENDING AGREEMENT

AGREEMENT MADE THIS _____ DAY OF OCTOBER, 2021

BETWEEN:

LAMONT COUNTY
(hereinafter referred to as the "County")

-and-

THE TOWN OF LAMONT
(hereinafter referred to as the "Town")

WHEREAS:

- A. The County and the Town entered into a Recreation Cost-Sharing Agreement on September 14, 2017 (the "Cost-Sharing Agreement");
- B. The Cost-Sharing Agreement contained a term of five years, concluding December 31, 2021.
- C. The Parties wish to extend the term of the Cost-Sharing Agreement for one additional year, concluding December 31, 2022.

DRAFT

NOW THEREFORE this Agreement witnesses that in consideration of the mutual agreements and covenants contained herein, the parties agree as follows:

- 1. Paragraph 5 of the Cost-Sharing Agreement is deleted and replaced with the following:
 - "5. The said agreement shall be effective for a period of six years until December 31, 2022. Negotiations for renewal of this Agreement may be initiated by either party at any time after December 31, 2021."
- 2. In all other respects the terms of the Cost-Sharing Agreement are unamended.

3. This Agreement may be executed in several counterparts, and may be delivered originally, by facsimile, or by Portable Document Format (PDF,) each such original, facsimile copy, or PDF copy, when so executed shall be deemed to be an original and shall have the same force and effect as an original but such counterparts together shall constitute but one and the same instrument.

IN WITNESS WHEREOF the parties have executed this Amending Agreement on the day and year first above written.

LAMONT COUNTY

Per: _____

TOWN OF LAMONT

Per: _____

DRAFT



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

AGENDA ITEM:

4.4

COUNCIL MEETING DATE: October 12, 2021

ITEM DESCRIPTION OR TITLE

2022 Franchise Fee (ATCO)

RECOMMENDATION

That the 2022 gas franchise fee rate remain at the existing rate of 35%.

BACKGROUND

ATCO Gas and Pipelines Ltd. (ATCO) Franchise agreement clause 5 allows a year over year re-consideration of franchise fees. In accordance with Clause 5 of the Agreement, the Town is permitted to either increase (if the current rate is below 35%), decrease or keep the franchise fee the same, with written notice each year. A request of confirmation for the Gas Distribution Franchise Fee for 2022 was received from ATCO. The Town of Lamont is required to notify ATCO of any changes to the franchise fees by November 1st of the year prior to a change taking effect.

The range of the rates at other municipalities are between 0% to 35%. The current rate at the Town of Lamont is set at 35%

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Analysis:

Below is a chart comparing the Town's rate with the rates of the other municipalities around our neighborhood.

Municipalities	Lamont	Bruderheim	Vegreville	Bon Accord	Gibbons
Percentage of Franchise Fee (%)	35%	15%	33%	25%	30%

The average of the franchise fee rate for all 105 municipalities is 19.3%, with the maximum being 35% and the minimum being 0%. For details, please refer to the enclosed Appendix 1 – ATCO rate schedule



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

The current ratio of 35% is costing \$9.13 approximately per capita per month for the Town residents. Any 5% of increase or decrease will result an increase or decrease of \$1.51 changes per capita per month. The Town’s current franchise fee rate is 35%, which is at the maximum level. However, considering the revenue loss from other sources, such as property tax, operation income from recreation, it is recommended that there is no change to the Franchise Fee rate for 2022. The total estimated revenue that the Town would receive is \$224,553.70.

Alternatives:

- A decrease of the Franchise Fee at any other percentage (between 0% to 35%).

Below table listed possible percentage of decrease and results of the changes per capita per month.

Percentage (%)	2022 Estimated Franchise Fees for the Town	2022 Estimated Cost per capita per month	\$ Increase / (Decrease)	% Increase / (Decrease)
5	\$ 32,079.10	\$ 1.51	\$ (9.04)	-86%
10	\$ 64,158.20	\$ 3.01	\$ (7.53)	-71%
15	\$ 96,237.30	\$ 4.52	\$ (6.03)	-57%
20	\$ 128,316.40	\$ 6.03	\$ (4.52)	-43%
25	\$ 160,395.50	\$ 7.53	\$ (3.01)	-29%
30	\$ 192,474.60	\$ 9.04	\$ (1.51)	-14%
35 (Current)	\$ 224,553.70	\$ 10.55	\$ -	0%


POLICY AND/OR LEGISLATIVE REFERENCES

- N/A

ATTACHMENTS

1. Appendix 1 – ATCO rate schedule

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO: 

**ATCO GAS AND PIPELINES LTD. – NORTH RIDER "A"
MUNICIPAL FRANCHISE FEE TO ALL RATES AND ANY OTHER RIDERS THERETO**

All charges under the Rates, including any charges under other Riders, to Customers situated within the communities listed on this Rider "A" Municipal Franchise Fee are subject to the addition of the percentage shown. The percentage shown is to be applied as an addition to the billings calculated under the Rates including charges as allowed under other Riders in effect.

Method A. - Applied to gross revenues*.
Method C. - Applied to gross revenues* and Rider "E".

<u>Municipalities – Method A</u>	<u>%</u>	<u>Effective Date yymmdd</u>	<u>Municipalities – Method A</u>	<u>%</u>	<u>Effective Date yymmdd</u>	<u>Municipalities – Method A</u>	<u>%</u>	<u>Effective Date yymmdd</u>
Alberta Beach	8.00	20/03/01	Hardisty	22.00	18/01/01	Sexsmith	25.00	07/04/24
Alix	12.00	19/01/01	Hines Creek	30.00	05/08/02	Sherwood Park	22.00	10/07/01
Amisk	9.10	00/04/18	Hinton ***	14.60	12/01/01	Silver Beach	20.00	05/03/24
Argentia Beach	0.00	10/07/09	Holden	3.50	14/01/01	Slave Lake	25.50	20/01/01
Bashaw	15.00	04/03/18	Hughenden	10.98	00/07/18	Spirit River	24.00	01/06/18
Beaverlodge	11.50	20/01/01	Hythe	12.00	18/02/01	Spruce Grove	30.00	20/01/01
Bentley	12.00	20/01/01	Innisfree	25.00	08/09/08	St. Albert	20.30	19/01/01
Berwyn	22.00	19/01/07	Ima	20.00	04/10/15	Stony Plain	30.00	18/04/01
Bittern Lake	7.00	18/01/01	Itaska	12.00	04/09/21	Swan Hills	0.00	07/09/12
Blackfalds	35.00	10/01/01	Jasper Muni	17.10	06/09/01	Sylvan Lake	27.00	19/01/01
Bon Accord	25.00	04/11/01	Jasper Ntl Pk	17.10	06/09/01	Thorsby	20.00	14/01/01
Breton	15.00	17/01/01	Kitscoty	10.00	05/09/15	Tofield	10.00	04/05/04
Bruderheim	15.00	16/01/01	Lacombe	24.50	20/01/01	Vegreville	33.00	04/10/12
Camrose	27.00	20/04/01	Lamont	35.00	04/05/10	Vermilion	17.00	19/01/01
Caroline	30.00	19/01/01	Lavoy	16.61	09/10/23	Veteran	6.00	17/01/01
Chipman	0.00	06/05/12	Legal	16.60	06/09/12	Viking	21.51	04/09/26
Clive	16.17	04/05/17	Lloydminster	25.00	08/02/01	Wabamun	15.00	18/06/01
Clyde	9.46	10/05/04	Lougheed	15.00	12/09/17	Warburg	10.00	09/01/01
Cold Lake	13.00	05/11/01	Mannville	25.00	20/01/01	Wembley	25.00	08/07/01
Consort	22.00	04/05/07	Mayerthorpe	12.93	17/01/01	Wetaskiwin	35.00	07/12/17
Coronation	10.05	09/07/14	McLennan	24.00	05/05/19	Whitecourt ***	25.68	20/01/01
Czar	11.84	00/04/27	Millet	22.00	08/01/01			
Donnelly	30.00	05/09/06	Minburn	16.61	16/01/01			
Drayton Valley***	22.00	04/10/22	Mirror	12.60	06/07/13	<u>Municipalities – Method C</u>	<u>%</u>	<u>Effective Date yymmdd</u>
Eckville	20.00	16/03/01	Mundare	23.00	20/04/01	Andrew	9.00	99/11/25
Edgerton	18.00	14/01/01	Nampa	16.84	04/04/22	Eaglesham	5.26	05/06/08
Edmonton	35.00	19/01/01	Onoway	7.50	17/06/02	Fort McMurray	8.70	06/07/04
Edson***	22.35	20/01/01	Oyen	30.00	08/01/17			
Entwistle	17.32	10/02/22	Peace River	29.00	15/01/01			
Fairview	17.31	15/10/01	Point Alison	15.00	07/10/12			
Falher	17.00	20/01/01	Ponoka	20.00	18/02/01			
Ft. Saskatchewan	0.00	04/09/28	Provost	22.00	13/01/01			
Fox Creek	15.00	20/01/01	Red Deer	35.00	17/01/01			
Gibbons	30.00	05/10/01	Rimbey	26.00	18/01/01			
Girouxville	26.00	19/01/01	Rocky Mtn. House	30.00	15/01/01			
Golden Days	25.00	04/06/15	Rycroft	30.00	16/02/10			
Grande Prairie	25.00	06/03/07	Ryley	10.00	16/02/01			
Grimshaw	30.00	12/02/15	Seba Beach	20.00	10/06/03			

* Gross Revenues are ATCO Gas total charges, less GST.

*** Includes a \$10,000 maximum annual allowable assessment (Max) on any individual metered account.



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

AGENDA ITEM:

4.5

COUNCIL MEETING DATE: October 12, 2021

ITEM DESCRIPTION OR TITLE

2022 Franchise Fee (Fortis Alberta)

RECOMMENDATION

That the 2022 electricity franchise fee rate remain at the existing rate of 7.5%.

BACKGROUND

Fortis Alberta Franchise Fee Agreements allow a year over year re-consideration of franchise fees. As part of our Electrical Distribution System Franchise Agreement with FortisAlberta, the Town is permitted to either increase, decrease or keep the franchise fee the same, with written notice each year. A request of confirmation for the Electric Distribution Franchise Fee for 2022 was received from FortisAlberta. The Town of Lamont is required to notify Fortis of any changes to the franchise fees by November 1st of the year prior to a change taking effect.

The range of the rates at other municipalities are between 0% to 20%. The current rate at the Town of Lamont is set at 7.5%

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Analysis:

Below is a chart comparing the Town’s rate with the rates of the other municipalities around our neighborhood.

<u>Municipalities</u>	<u>Lamont</u>	<u>Bruderheim</u>	<u>Redwater</u>	<u>Bon Accord</u>	<u>Gibbons</u>
Percentage of Franchise Fees (%)	7.50%	0.00%	5.00%	20.00%	10.00%



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

The average of the franchise fee rate for all 215 municipalities is 12.59%, with the maximum being 20% and the minimum being 0%. For details, please refer to enclosed “ Appendix 1 - FortisAlberta Franchise Fee Riders”.

The current ratio of 7.5% is costing \$8.82 approximately for each ratepayer per month. Any 1% of increase or decrease will result an increase or decrease of \$1.20 for each ratepayer per month.

The Town’s current franchise fee rate is 7.5%, which is 5.09% lower than the average rate. However, given consideration of the current economic climate of our region and the province, it is recommended that there is no increase to the franchise fee rate for 2022.

Alternatives:

- Maintain the Fortis Alberta Franchise Fee for the year 2021 at 7.5%; or
- An increase/decrease of the Franchise Fee at any other percentage (between 5% to 20%).
- Below table listed possible percentage of increase/decrease and results of the changes for each household per month.

Percentage (%)	Average cost per household per month	\$ Increase / (Decrease)	% Increase / (Decrease)
5	\$ 5.88	\$ (2.94)	-33%
7.5 (Current)	\$ 8.82	0	0%
10	\$ 11.76	\$ 2.94	33%
12.5	\$ 14.70	\$ 5.88	67%
15	\$ 17.64	\$ 8.82	100%
17.5	\$ 20.58	\$ 11.76	133%
20	\$ 23.52	\$ 14.70	167%

POLICY AND/OR LEGISLATIVE REFERENCES

- N/A

ATTACHMENTS

Appendix 1 - FortisAlberta Franchise Fee Riders

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:

MUNICIPAL FRANCHISE FEE RIDERS

Availability Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment A percentage surcharge per the table below will be added to the total distribution tariff, (the sum of the transmission component and the distribution component), excluding any Riders calculated for every Point of Service within each municipality and will be billed to the applicable retailer.

FortisAlberta will pay to each municipality each month, in accordance with the franchise agreements between FortisAlberta and the municipalities, the franchise fee revenue collected from the retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	0%	2013/07/01
02-0011	Athabasca	12%	2021/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	14%	2021/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	12%	2021/01/01
02-0387	Banff	6%	2020/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	4%	2019/10/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	5%	2013/07/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	12%	2016/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	6%	2016/01/01	02-0065	Claresholm	4%	2017/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	10%	2020/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	15%	2017/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	11%	2015/01/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	4%	2021/01/01
03-0029	Bittern Lake	7%	2016/01/01	02-0070	Cochrane	17%	2020/01/01
02-0030	Black Diamond	10%	2017/01/01	03-0076	Coutts	3%	2017/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0077	Cowley	5%	2016/01/01
02-0034	Bon Accord	20%	2013/07/01	03-0078	Cremona	10%	2016/01/01
02-0039	Bow Island	8.50%	2018/01/01	02-0079	Crossfield	0%	2015/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Distribution Tariff Services provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
09-0361	Crowsnest Pass	16%	2016/01/01	01-0194	Lacombe	17.00%	2021/01/01
04-0080	Crystal Springs	0%	2016/01/01	04-0196	Lakeview	2%	2016/01/01
03-0081	Czar	5%	2013/10/01	02-0197	Lamont	7.50%	2020/01/01
02-0082	Daysland	7%	2018/01/01	04-0378	Larkspur	3%	2020/04/01
02-0086	Devon	13%	2018/01/01	01-0200	Leduc	16%	2014/01/01
02-0088	Didsbury	17%	2016/01/01	02-0202	Legal	15%	2021/01/01
02-0091	Drayton Valley	10%	2016/01/01	03-0207	Lomond	15%	2017/01/01
03-0093	Duchess	15%	2018/01/01	03-0208	Longview	17%	2017/01/01
02-0095	Eckville	10%	2015/01/01	03-0209	Lougheed	5%	2016/01/01
03-0096	Edberg	13%	2021/01/01	02-0211	Magrath	10%	2021/01/01
03-0097	Edgerton	16%	2015/01/01	04-0210	Ma-Me-O Beach	0%	2016/01/01
02-0100	Edson	4.75%	2020/01/01	02-0215	Mayerthorpe	10%	2020/01/01
03-0109	Ferintosh	11%	2016/01/01	04-0359	Mewatha Beach	2%	2016/10/01
03-0112	Foremost	7%	2016/01/01	02-0218	Milk River	12%	2017/01/01
02-0115	Fort Macleod	15%	2018/10/01	02-0219	Millet	16%	2019/01/01
01-0117	Fort Saskatchewan	0%	2013/10/01	03-0220	Milo	20%	2017/01/01
02-0124	Gibbons	10%	2013/01/01	02-0224	Morinville	20%	2013/07/01
03-0128	Glenwood	0%	2016/02/11	04-0230	Nakamun Park	0%	2013/10/01
04-0129	Golden Days	0%	2017/01/01	02-0232	Nanton	9%	2019/01/01
02-0135	Granum	5.50%	2013/07/01	02-0236	Nobleford	0%	2013/10/01
04-0134	Grandview	0%	2016/01/01	03-0233	New Norway	6%	2009/01/01
04-0138	Gull Lake	0%	2016/01/01	04-0237	Norglenwold	5%	2015/01/01
04-0358	Half Moon Bay	0%	2021/01/01	04-0385	Norris Beach	0%	2016/01/01
02-0143	Hardisty	9.50%	2021/01/01	02-0238	Okotoks	20%	2021/01/01
03-0144	Hay Lakes	9%	2021/01/01	02-0239	Olds	15%	2019/01/01
02-0148	High River	20%	2015/07/01	02-0240	Onoway	9.50%	2021/01/01
03-0149	Hill Spring	5%	2015/09/01	04-0374	Parkland Beach	0%	2015/01/01
02-0151	Hinton	12.70%	2019/01/01	02-0248	Penhold	19%	2014/01/01
03-0152	Holden	4%	2016/01/01	02-0249	Picture Butte	10%	2016/01/01
03-0153	Hughenden	5%	2016/01/01	02-0250	Pincher Creek	13%	2017/01/01
03-0154	Hussar	12.50%	2017/01/01	04-0253	Point Alison	0%	2017/01/23
02-0180	Innisfail	15%	2021/04/01	04-0256	Poplar Bay	0%	2016/01/01
03-0182	Irma	20%	2015/01/01	02-0257	Provost	20%	2015/01/01
02-0183	Irricana	0%	2013/10/01	02-0261	Raymond	12%	2016/01/01
04-0185	Island Lake	0%	2016/01/01	02-0265	Redwater	5%	2020/01/01
04-0186	Itaska Beach	0%	2017/10/01	02-0266	Rimbey	16%	2019/01/01
04-0379	Jarvis Bay	0%	2015/10/08	02-0268	Rocky Mtn House	12%	2017/01/01
04-0187	Kapasiwin	0%	2018/04/01	03-0270	Rockyford	5%	2015/04/01
02-0188	Killam	9%	2021/01/01	03-0272	Rosemary	14.50%	2020/01/01

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.

MUNICIPAL FRANCHISE FEE RIDERS

Effective: the first of the month following Commission approval for consumption from the first of the month following Commission approval

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
04-0273	Ross Haven	0%	2016/01/01	02-0350	Whitecourt	3.32%	2021/01/01
03-0276	Ryley	3%	2016/01/01	04-0354	Yellowstone	3%	2016/01/01
04-0279	Seba Beach	4%	2014/01/01				
02-0280	Sedgewick	9%	2020/01/01				
04-0283	Silver Sands	3%	2018/01/01				
04-0369	South Baptiste	0%	2005/05/01				
04-0288	South View	3%	2019/01/01				
01-0291	Spruce Grove	20%	2016/01/01				
01-0292	St. Albert	10%	2021/01/01				
03-0295	Standard	0%	2015/01/01				
02-0297	Stavelly	6%	2021/01/01				
03-0300	Stirling	12%	2019/01/01				
02-0301	Stony Plain	20%	2015/01/01				
09-0302	Strathcona County	0%	TBD				
02-0303	Strathmore	20%	2020/07/01				
03-0304	Strome	8%	2016/01/01				
02-0307	Sundre	10%	2020/01/01				
04-0386	Sunrise Beach	0%	2018/01/01				
04-0308	Sunset Point	10%	2017/01/01				
02-0310	Sylvan Lake	15%	2019/01/01				
02-0311	Taber	18%	2020/07/01				
02-0315	Thorsby	20%	2015/01/01				
02-0318	Tofield	5%	2015/01/01				
02-0321	Turner Valley	10%	2017/01/01				
04-0324	Val Quentin	0%	2016/01/01				
02-0326	Vauxhall	6%	2020/01/01				
02-0331	Viking	8%	2013/07/01				
02-0333	Vulcan	20%	2013/10/01				
03-0364	Wabamun	10%	2017/01/01				
02-0335	Wainwright	11%	2020/04/01				
07-0159	Waterton Park	8%	2018/10/01				
03-0338	Warburg	10%	2015/01/01				
03-0339	Warner	5%	2021/01/01				
04-0344	West Cove	0%	2018/01/01				
02-0345	Westlock	12.75%	2020/01/01				
01-0347	Wetaskiwin	13.80%	2020/01/01				
04-0371	Whispering Hills	5%	2016/10/01				

FortisAlberta's Customer and Retailer Terms and Conditions of Electric Distribution Service provide for other charges, including an arrears charge of 1.5% per month.



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: October 12, 2021
ELECTED OFFICIAL: Mayor Bill Skinner
REPORT PERIOD: Sept 23 – Oct 7

Boards and Committees:

- Sept 27 – Attended Lamont County Housing Foundation board meeting. Effort to provide seniors' transportation is progressing, additional cleaning protocols due to COVID pandemic continue, staff in our lodges will be required to be vaccinated.
- Oct 4 – Attended virtual Lodge Managers' meeting, beginning interviews for Lodge Manager for Beaverhill Pioneer Lodge.
- Oct 4 – Attended virtual Parks & Recreation Committee meeting, received updates on lighting project and financial report

Items for Council Discussion:

Town of Lamont Business:

- Sep 30 – Participated in National Truth and Reconciliation Day event hosted by Bruderheim and spoke on behalf of the Town

Professional Development (Workshops & Conferences):

- Sep 23 – Participated in virtual all candidates forum hosted by Fort Saskatchewan Chamber of Commerce

Lamont Functions and Events:

- Oct 4 – Created a video to share with Lamont Elementary School children for Read In week as in person reading guests was not possible this year.
- Oct 7 – Spoke to Lamont Elementary School grade six students about municipal governance during their governmental studies.



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: October 12, 2021

ELECTED OFFICIAL: Jody Foulds

REPORT PERIOD: September 29, 2021 to October 6, 2021

Boards and Committees:

- N/A

Town of Lamont Business:

- N/A

Professional Development (Workshops & Conferences):

- **Alberta Public Service Zoom Event on Wednesday, September 29, 2021 – Special Learning Session on Indian Residential Schools and Intergenerational Trauma**

Lamont Functions and Events:

- **Truth and Reconciliation Zoom Event on Thursday, September 30, 2021 – in partnership with Town of Bruderheim**

CAO REPORT

FOR THE PERIOD ENDING Oct 6, 2021

HIGHLIGHTS:

September 23, 2021

- Chief Administrative Officer - Staff meeting - Review of operations and COVID protocols.
- Chief Administrative Officer - Regional Fire Chief meeting. Discussion of facility and department priorities.
- Lamont and Bruderheim Recreation meeting - Discussion re: arena use in Bruderheim and Lamont.
- Town of Lamont All-Candidates Municipal Forum (virtual event).

September 24, 2021

- Chief Administrative Officer - Edmonton Police Services meeting.
- Development - Review files and policies.

September 27, 2021

- Weekly finance meeting - Analysis of year to date.

September 28, 2021

- NG9-1-1 & GIS LGA Webinar #2 - Transitioning the Alberta and British Columbia E9-1-1 network to the NG9-1-1 network.
- 2021 Municipal Election - Election Day planning.
- Review and organize for 2021 Councilor orientation.
- Review 2021 Operations - Weekly review of deliverables with Deputy Chief Administrative Officer.

September 30, 2021

- National Day for Truth and Reconciliation Lunch and Learn with Town of Bruderheim.
- Municipal Emergency Management Agency - Emergency preparedness discussion.

October 4, 2021

- Weekly finance meeting - Analysis of year to date.
- Newsletter - Review and organize next edition.

October 5, 2021

- Chief Administrative Officer – RCMP meeting - Discussion of policing services in the Town of Lamont.
- Review 2021 Operations – Weekly review of deliverables with Deputy Chief Administrative Officer.
- Review and organize for 2021 Councilor orientation – Walk through of orientation agenda with Strategic Steps.
- CREPP - Bi-weekly COVID sharing meeting

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING October 12, 2021

HIGHLIGHTS

STAFF

- Internal arena operations training for staff as facilities re-open.
- Alberta Health services announced a new public health order 44-21 outlining new COVID-19 Restrictions to be implemented September 20, 2021.
- Operations staff re-implemented personal safety, and increased sanitizing measures due to rising COVID-19 cases.

Facilities

- Arena – Facility has opened to the public with 1/3 capacity and other protocols in line with public health orders.
- Arena – Ice installation was completed ice bookings starting September 18, 2021.
- Hall – Had several cancellations due to restrictions implemented by the province.
- Facilities – Additional signage and cleaning protocols have been put in place.
- Operations has been working with groups to ensure public health orders and restrictions are implemented smoothly, to keep recreational facilities open.

Transportation

- Ally-way work continued with the grade-all attachment to access areas the grader does not fit.
- Fall street sweeping has started to reduce build up of leaves and improve storm drainage.
- Sidewalk at the admin building was extended to align with the parking lot.

Utilities

- Water – Lead testing mandated by the province was completed at 20 local dwellings.
- Annual Sewer flushing has started.
- Annual lift station inspection and maintenance was completed.
- Waste, organics and recycle hauling services, request for proposals has been posted.

Projects & Requests:

- Met with Lamont County to discuss annexed road agreement and possible collaboration projects.
- 60th Anniversary Bus/ Train Memorial Committee Project- the cement pad has been poured. Ceremony will be pushed into the spring.
- Sanitary Sewer Trunk Line Project. The tender for re-lining is being developed and will be posed mid-October. Once the RFP closes administration will perform a costing review.
- Whistle Cessation – draft report has been completed; administration is currently reviewing the document. A report to Council will follow the review.

PLANNING & DEVELOPMENT

QUARTERLY REPORT JANUARY TO MARCH 31, 2020

	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	6	6	
Compliance Certificates	3	4	3	
Encroachment Agreements		1		
Intermunicipal Referrals	1			
Subdivisions				
Unauthorized Developments				
TOTAL	YEAR TO DATE			
Development Permits	13			
Compliance Certificates	10			
Encroachment Agreements	1			
Intermunicipal Referrals	1			
Subdivisions				
Unauthorized Developments				
Submitted by:				
Laraine Stuart				



Lamont County Emergency Services 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,

Description	2021 Budget	Targeted Amount Sept	2021 Actual Sept	Variance	% of Completion	2021 - Sept	2020 - Sept	Increase/ (Decrease)	Percentage	Note
REVENUE										
General Revenue	(2,713,173)	(2,620,299)	(2,624,762)	(88,411)	97%	(17,264)	(37,358)	20,094		
Administration	(344,348)	(258,261)	(314,403)	(29,945)	91%	(575)	(490)	(85)		
By Law	(4,200)	(3,150)	(3,723)	(477)	89%	(960)	(64)	(896)		
Strs. & Road	(514,919)	(386,189)	(511,247)	(3,672)	99%	0	(690)	690		
Storm Sewer	0	0	(55)	55	0%	0	0	0		
Water	(580,049)	(435,037)	(369,676)	(210,373)	64%	(93,069)	(89,608)	(3,461)		
Sewer	(278,184)	(208,638)	(108,910)	(169,274)	39%	(27,605)	(25,377)	(2,228)		
Garbage	(344,417)	(258,313)	(233,174)	(111,243)	68%	(58,315)	(57,148)	(1,167)		
Cemetery	(2,037)	(1,528)	(800)	(1,237)	39%	0	(400)	400		
Planning & Subdivision	(2,537)	(1,903)	(1,594)	(943)	63%	0	(207)	207		
Hall	(10,000)	(7,500)	(7,975)	(2,025)	80%	(1,841)	0	(1,841)		
Arena	(47,887)	(35,915)	(67,834)	19,947	142%	(461)	0	(461)		
Park	(211,347)	(158,510)	(14,305)	(197,042)	7%	0	(200)	200		
Curling Rink	(500)	(375)	0	(500)	0%	0	0	0		
FCSS	0	0	0	0	0%	0	0	0		
TOTAL REVENUE	(5,073,398)	(3,225,485)	(4,384,383)	(689,015)	86%	(200,090)	(211,541)	11,452		
EXPENSE										
Council	140,633	105,475	78,976	61,657	56%	12,598	5,799	6,800		
Administration	727,789	545,842	471,986	255,803	65%	57,586	60,153	(2,567)		
Fire	32,878	24,659	20,020	12,858	61%	4,218	1,043	3,175		
Disaster Service	1,500	1,125	60	1,440	4%	0	0	0		
By-Law	65,176	48,882	20,454	44,722	31%	1,576	1,531	45		
Public Work	225,939	169,454	129,413	96,526	57%	13,547	34,549	(21,002)		
Street & Road	449,900	337,425	252,862	197,038	56%	23,572	21,005	2,567		
Storm Sewer	11,400	8,550	526	10,874	5%	0	0	0		
Water	632,896	474,672	455,391	177,505	72%	61,564	24,279	39,875		
Sewer	65,265	48,949	13,843	51,422	21%	2,157	7,120	(4,963)		
Garbage	399,763	327,072	297,826	101,937	75%	23,895	23,503	392		
Family Community & Cemetery	23,375	17,531	15,484	7,891	66%	12,125	800	11,325		
Town Beautification	17,500	13,125	4,367	13,133	25%	0	8	(8)		
Planning & Subdivision	108,300	81,225	50,392	57,908	47%	3,188	7,903	(4,715)		
Hall	136,546	102,410	96,934	39,612	71%	8,439	10,917	(2,478)		
Arena	289,580	217,185	148,091	141,489	51%	18,760	53,169	(34,409)		
Park	107,613	80,710	67,231	40,382	62%	9,368	4,045	5,323		
Curling Rink	42,813	32,110	33,971	8,842	79%	2,038	3,875	(1,838)		
FCSS & School Fund	548,077	411,058	320,192	227,885	58%	0	0	0		
Total Expense	4,026,943	3,047,457	2,478,018	1,548,925	62%	254,631	259,698	(2,477)		

Description	2021 Budget	Targeted Amount Sept	2021 Actual Sept	Variance	% of Completion	2021 - Sept	2020 - Sept	Increase/ (Decrease)	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	46,340	34,755	21,805	24,535	47%	12,462	96,762	(84,300)	-87%	
storm Sewer	32,500	24,375	0	32,500	0%	0	0	0	0%	
Water	0	0	0	0	0%	0	0	0	0%	
Sewer	1,045,625	784,219	295,390	750,235	28%	0	0	0	0%	
Planning & Subdivision	0	0	0	0	0%	0	6,221	(6,221)	-100%	
Hall	0	0	0	0	0%	0	0	0	0%	
Arena	146,800	110,100	119,467	27,333	81%	44,405	0	44,405	0%	
Park	136,255	102,191	31,259	104,996	23%	0	0	0	0%	
Curling Rink	0	0	0	0	0%	0	0	0	0%	
Total Capital Programs	1,407,520	1,055,640	467,921	939,599	33%	56,867	102,983			

CLOSED SESSION NOTICE

October 12, 2021

Community Peace Officer Service (*Advice from Officials*)

- *FOIP Section 24* – Advice from Officials.

Education Assistance

- *FOIP Section 17(2)(e)* - Disclosure Harmful to Personal Privacy.