

Council Package

November 9, 2021



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

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

1.4. ADOPTION OF MINUTES

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7.1. Service Recognition – (FOIP Section 17(1) – Disclosure Harmful to Personal Privacy)

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
October 26, 2021
Organizational Meeting of Council**

HELD BY ZOOM MEETINGS

PRESENT:	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	David Taylor	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	Rick Bastow	Chief Administrative Officer
	Jaclyn Ponto	Recording Secretary

CALL TO ORDER AND RELATED BUSINESS:

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

Adoption of Agenda

MOTION: 220/21 Councillor Taylor: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None

NEW BUSINESS:

Confirmation of Oaths

MOTION: 221/21 Councillor Holowaychuk: That Council accept the confirmation of oaths as information.

CARRIED

Councillor Sieker left the meeting at 7:04 p.m.

Recess called at 7:05 p.m.

Councillor Koroluk left the meeting at 7:05 p.m.

Councillor Koroluk rejoined the meeting at 7:07 p.m.

Councillor Sieker rejoined the meeting at 7:09 p.m.

The meeting resumed at 7:10 p.m.

2022 Regular Council Meeting Schedule

MOTION: 222/21 Councillor Koroluk: That Council set the schedule of the second and fourth Tuesday of each month at 7:00 p.m. for the 2022 Regular Council Meetings with the exception of July 26, 2022 and August 9, 2022 (Summer Break) and December 27, 2022 (Seasonal Break).

CARRIED

Appointment of Director of Emergency Management/Deputy Director of Emergency Management

MOTION: 223/21 Councillor Taylor: That Council appoint Herman Sieker as Director of Emergency Management and Scott Calder as Deputy Director of Emergency Management until such time as the Regional Director of Emergency Management and Regional Deputy Director of Emergency Management have been appointed by the Regional Emergency Advisory Committee.

CARRIED

Appointment of Municipal Inspector

MOTION: 224/21 Councillor Sieker: That Council appoint Leslie Jans as Municipal Inspector under the *Alberta Agricultural Pest Act* and *Alberta Weed Control Act*.

CARRIED

Deputy Mayor Appointment

MOTION: 225/21 Councillor Harvey: That Council appoint Councillor Foulds as Deputy Mayor for the Town of Lamont for a period of one year (October 26, 2021 to October 25, 2022).

CARRIED

2021-2022 Council Appointments to Boards, Committees and Commissions

MOTION: 226/21 Councillor Holowaychuk: That Council approve the membership list for the 2021/2022 Council appointments to Boards, Committees and Commissions as presented.

CARRIED

Professional Appointments

MOTION: 227/21 Councillor Sieker: That Council appoint Metrix LLP as auditors for the Town of Lamont for 2022.

CARRIED

MOTION: 228/21 Councillor Taylor: That Council appoint Select Engineering Consultants Ltd. for engineering services for the Town of Lamont for 2022.

CARRIED

MOTION: 229/21 Councillor Foulds: That Council appoint Ronald W. Poitras and Brownlee LLP to provide legal services to the Town of Lamont for 2022.

CARRIED

MOTION: 230/21 Councillor Sieker: That Council appoint Mike Krim, Tanmar Consulting Inc. as designated officer to carry out the functions, duties and powers of a municipal assessor for the Town of Lamont for 2022.

CARRIED

MOTION: 231/21 Councillor Koroluk: That Council appoint Lamont County to provide Intermunicipal Subdivision and Development Appeal Board (ISDAB) services to the Town of Lamont for 2022.

CARRIED

MOTION: 232/21 Councillor Harvey: That Council appoint Capital Region Assessment Services Commission for Assessment Review Board services for the Town of Lamont for 2022.

CARRIED

MOTION: 233/21 Councillor Koroluk: That Council appoint Laraine Stuart for Planning and Development Officer services for the Town of Lamont for 2022.

CARRIED

MOTION: 234/21 Councillor Taylor: That Council appoint the Inspection Group for Building Permit services for the Town of Lamont for 2022.

CARRIED

Access and Signing Authority

MOTION: 235/21 Councillor Koroluk: That Council authorize access for all ATB Financial and Servus Credit Union Accounts to the following members of staff: Chief Administrative Officer Rick Bastow; Deputy Chief Administrative Officer Dawn Nielsen; Finance Officer Robert (Guofu) Mu and Administrative Assistant Betty Malica.

CARRIED

MOTION: 236/21 Councillor Foulds: That Council authorize access for the Credit Union Payment Services (CUPS) to the following members of staff: Deputy Chief Administrative Officer Dawn Nielsen and Administrative Assistant Betty Malica.

CARRIED

MOTION: 237/21 Councillor Sieker: That Council authorize Servus Credit Union Credit Cards in the limit of \$35,000.00 in the names of Chief Administrative Officer Rick Bastow and Director Operations and Infrastructure, Tyler Edworthy.

CARRIED

MOTION: 238/21 Councillor Harvey: That Council authorize BMO Corporate (AMSC) Credit Card in the limit of \$15,000.00 in the name of Chief Administrative Officer Rick Bastow.

CARRIED

MOTION: 239/21 Councillor Holowaychuk: That Council appoint the signing authority, any two (2) to sign, consisting of one elected official and one town employee for all ATB Financial and Servus Credit Union accounts to the following members of Council and staff: Mayor Kirk Perrin; Councillor Perry Koroluk; Chief Administrative Officer Rick Bastow; Deputy Chief Administrative Officer Dawn Nielsen.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 7:45 p.m.

Mayor

Chief Administrative Officer



**Town of Lamont
October 26, 2021
Regular Meeting of Council**

HELD BY ZOOM MEETINGS

PRESENT:	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	David Taylor	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	Rick Bastow	Chief Administrative Officer
	Jaclyn Ponto	Recording Secretary

CALL TO ORDER AND RELATED BUSINESS:

Call to Order: Mayor Perrin: called the meeting to order at 7:46 p.m.

Adoption of Agenda

- Addition of Agenda item 4.7 Recognition of Service for Mayor Bill Skinner

MOTION: 240/21 Councillor Koroluk: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

- a) Meeting Minutes – October 12, 2021

MOTION: 241/21 Councillor Harvey: That the Minutes of the October 12, 2021 Council Meeting be accepted as presented.

CARRIED

DELEGATIONS:

- Fort Saskatchewan RCMP

MOTION: 242/21 Councillor Koroluk: That Mike McCauley of the Fort Saskatchewan RCMP be accepted as a delegation.

CARRIED

CORRESPONDENCE:

- Highlights of Summer Success for Go East of Edmonton Regional Tourism
- CN Announces CEO Jean-Jacques Ruest's Planned Retirement
- Lamont County Housing Foundation Meeting Minutes – July 26, 2021
- Lamont County Housing Foundation Meeting Minutes – September 27, 2021
- Lamont Health Care Centre Meeting Minutes – September 23, 2021
- AUMA Convention Update
- Telecommunications Alliance – New Area Code
- Fort Air Partnership News Release – Air Monitoring Results

MOTION: 243/21 Councillor Foulds: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

COVID-19 Public Health Measures

MOTION: 244/21 Councillor Taylor: 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.

CARRIED

Audit Engagement Letter

MOTION: 245/21 Councillor Koroluk: That Council approve signing the audit engagement letter.

CARRIED

Community Peace Officer (CPO) Service

MOTION: 246/21 Councillor Harvey: That Council receive the update concerning CPO Service for information.

CARRIED

Waive Permit Fee for Lamont Christmas Light Up Committee

MOTION: 247/21 Councillor Sieker: That Council waive the Lamont Christmas Light Up Committee development permit fee for the placement of a forty-foot sea can be located at the Public Works yard.

CARRIED

Alberta HUB Drone Video

MOTION: 248/21 Councillor Foulds: That Council receive the update concerning Alberta HUB Drone Video for information.

CARRIED

2021 Elected Officials Photo

MOTION: 249/21 Councillor Harvey: That Council defer the 2021 Elected Officials Photo until such time the photo can be taken without COVID restrictions.

CARRIED

Recognition of Service for Mayor Bill Skinner

MOTION: 250/21 Councillor Taylor: That Council seek suitable and meaningful recognition for Bill Skinner for his 23 years of service as an Elected Official and provide any ideas to Council for consideration.

CARRIED

REPORTS:

Council Reports:

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

Councillor Sieker Nothing to report.

Councillor Holowaychuk Nothing to report.

Staff Reports:

CAO

MOTION: 251/21 Councillor Sieker: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION:

Council Remuneration and Expense Policy 11-06

MOTION: 252/21 Councillor Harvey: WHEREAS policy 11-06 for the remuneration and expenses of council may be dated, and

WHEREAS the Corporate Services Committee is no longer a part of our organization, and

WHEREAS under the Committees of Council section the following are listed that may or may not exist, Corporate Services Committee; Public Services Committee; Protection of Persons and Property Committee; Subdivision and Development Appeal Board ; and given that we did not appoint to the Municipal Planning Commission, although now a designated officer, again perhaps not appointed by this Council but the last, and

WHEREAS under External Committees the following are listed that may or may not need follow up, Lamont County Regional Economic development Initiative; Lamont County oil and gas Exploration, Extraction and Transportation Committee; Capital Region Board, and

WHEREAS 1c may be confusing in that it may allude to a per diem rate that is not stated.

THEREFORE BE IT RESOLVED that Council for the Town of Lamont directs the Chief Administrative Officer to review and possibly revise policy 11-06 and provide the recommendations back to Council for consideration.

CARRIED

Utility Rates

MOTION: 253/21 Councillor Harvey: WHEREAS Council has reviewed the issue of budgeting a deficit with utilities, and

WHEREAS Council has discussed, and administration has agreed to work on a model closer to cost recovery, and

WHEREAS Alberta Environment and parks have long advised that utilities be 100% cost recovery, and

WHEREAS Alberta Municipal Affairs, through the What every Councillor Needs To Know handbook, page 15 notes that”...(full cost recovery is normal for utilities)”, and

WHEREAS a change to greater cost recovery in utilities will have an affect on decreasing the taxes required to subsidize them, and

WHEREAS a change to cost recovery for utilities will ensure that those renting properties are not provided a subsidized rate for utilities paid for by those who own properties, and

WHEREAS a change to full cost recovery will establish a reserve for infrastructure replacement,

BE IT RESOLVED that Council for the Town of Lamont directs the Chief Administrative Officer to develop a report that shows potential rate increases over the next 5 years that will ensure that there is full cost recovery for utilities including staffing time, and expenses related to the consumption charges and reserve for infrastructure related to the fixed charges.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 8:31 p.m.

Mayor

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
October 4, 2021
Parks and Recreation Committee**

Meeting Minutes

HELD BY ZOOM MEETINGS

PRESENT:	David Taylor	Chair
	Kirk Perrin	Vice-Chair
	Bill Skinner	Ex Officio(partial)
	Tyler Edworthy	Administrative Liaison
	Debbie Brill	Public Member at Large
	Linda Sieker	Public Member at Large

Regrets:	Linda Reid-Collins	Public Member at Large
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Public Attendees: None

CALL TO ORDER AND RELATED BUSINESS:

- 1) **Call to Order: Chair Taylor: 7:00 pm**
- 2) **Appointment of Recording Secretary:** Kirk Perrin
- 3) **Adoption of Agenda**

Motion: Kirk Perrin: Move to adopt the agenda as amended.

CARRIED

- 4) **Adoption of Minutes:**

Motion: Done Via Email;

5) NEW BUSINESS:

5.1 Parks and Recreation Committee appointments: ad will be placed starting in November.

5.3 Meetings & REP Implementation: update given by Tyler.

5.4 Frisbee Golf: Updated given by Dave and possible locations discussed. Dave will look into pricing and layouts.

5.5 Financial Recap: provided for information. Motion by Linda.

5.6 Truth and reconciliation: Information given by Linda. Follow up by Dave and Debbie.

6) Old Business:

6.1 Trail Lighting Update:

6.1.1 Update given.

6.2 Portable Solar Lighting:

6.2.1 Update given by Tyler.

Motion: By Kirk to proceed with the purchase of 3 – 50-watt solar lights with; allocated funds, use of carry over funds, and \$5,000.00 of reserve funds.

CARRIED

6.3 Town Sponsorship, Donation and Memorial Policy Review:

6.3.1 Update given.

Motion: by Linda Sieker for top level sponsorship to be named “Bur Oak”

CARRIED

Motion: by Debbie to send recommendation to Council for the Park Donation, Sponsorship, and Memorial policy for approval.

CARRIED

7) Round Table & Adjournment

7.1 Next Meeting:

7.1.1 Monday December 6, 2021, at 7:00 p.m.

7.2 Meeting adjourned at: 8:14 p.m.

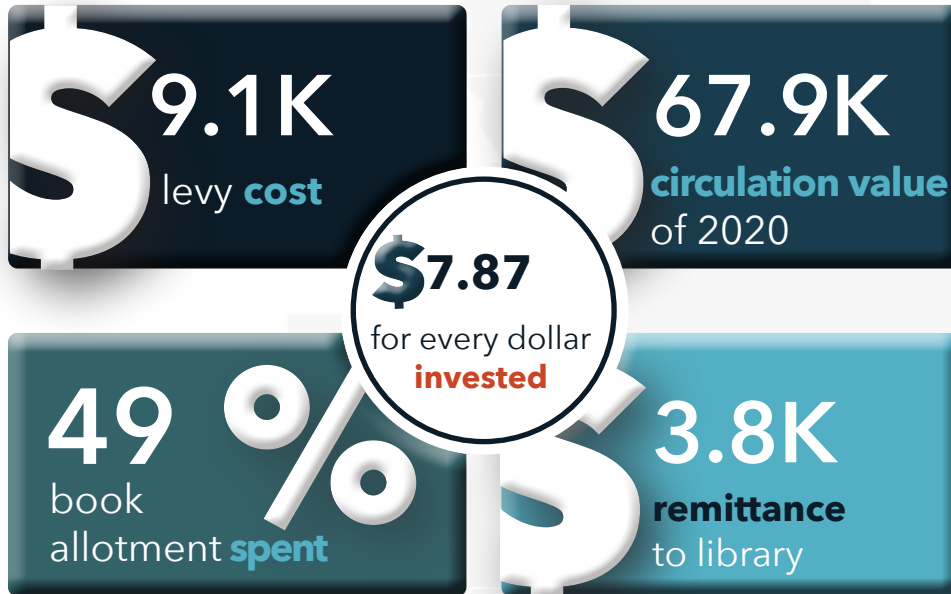
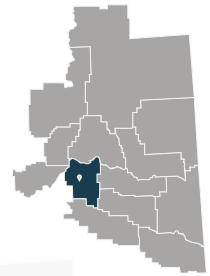
Committee Chair Signature:



VALUE STATEMENT 2021

TOWN OF LAMONT | POPULATION 1,753

This value statement highlights the benefits of belonging to Northern Lights Library System. It is a snapshot of the health of your library and the value of your investment. For questions or concerns please contact James MacDonald, Executive Director, (780)-545-5072 or jmacdonald@nlls.ab.ca



LAMONT PUBLIC LIBRARY



- NLLS REPRESENTATIVE**
AL HARVEY
- BOARD CHAIR**
KELLY VAN DEURZEN
- LIBRARY MANAGER**
STEPHANIE WALKER
- NLLS CONSULTANT**
MICHELLE TERRISS

\$136.00
Consulting Value
 for 4 HelpDesk tickets

\$0
Technical Support and Infrastructure support

\$0
Bulk Purchasing
 from NLLS

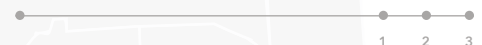
ENGAGEMENT



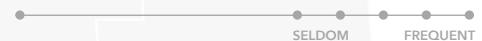
NLLS Representative Meeting Attendance



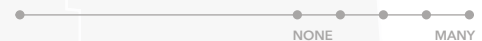
LMC Attendance



Coffee Chat Attendance



Number of Conference Attendee(s)



914
 items **borrowed**
 from other libraries

453
 items **lent** to
 other libraries

\$265.07 **SAVED VIA ACQUISITIONS**

420
 library users

7
 # of programs offered by NLLS

929
 website visitors

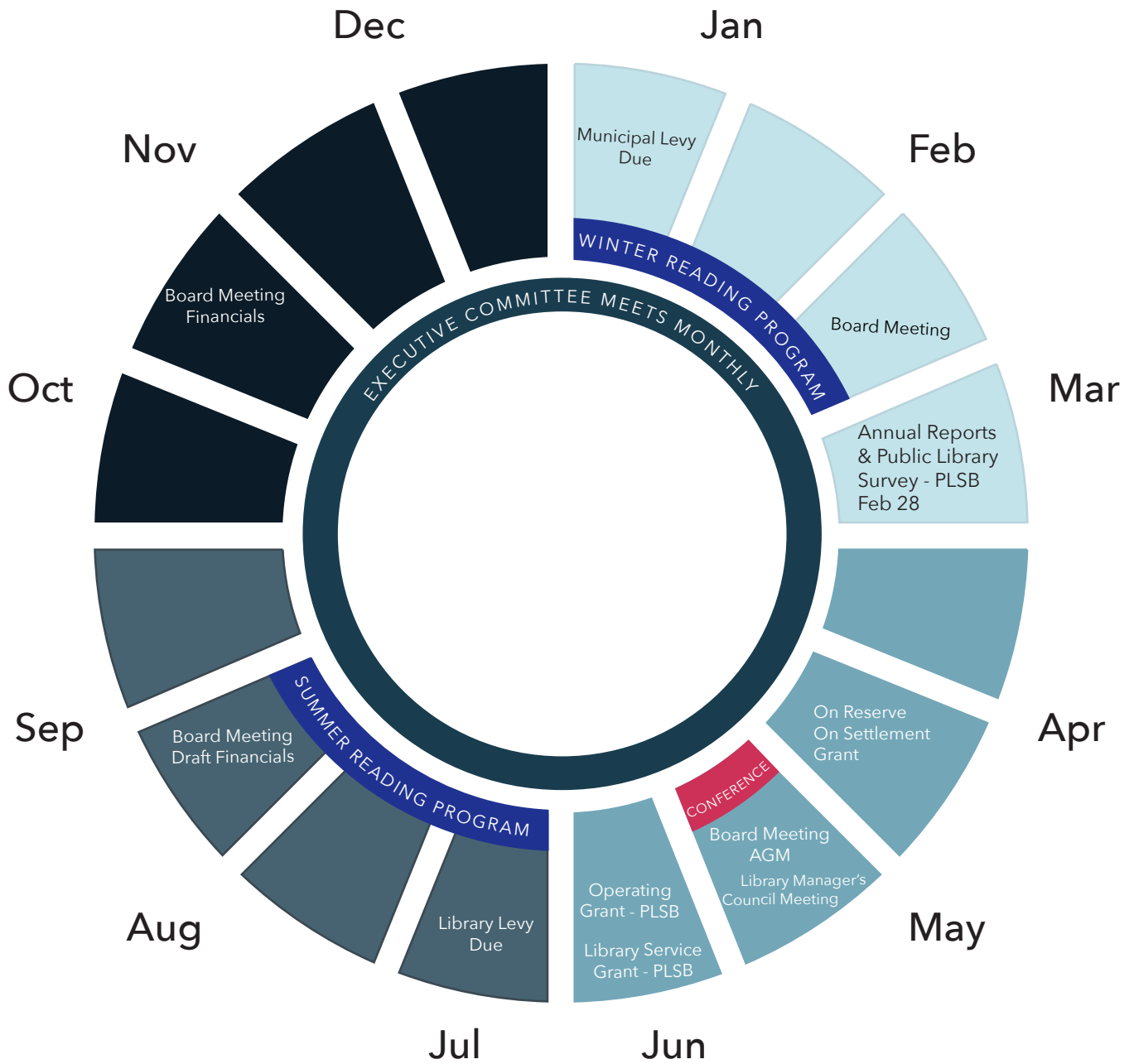


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YEARLY CALENDAR





North America's Railroad

NEWS RELEASE

CN Board Appoints Jo-ann dePass Olsovsky to its Board of Directors

Independent Director with Deep Technology and Railroad Experience Demonstrates Board's Ongoing Commitment to CN's Leadership in Corporate Governance

Montreal, October 27, 2021 – CN (TSX: CNR) (NYSE: CNI) announced today that Jo-ann dePass Olsovsky has been appointed to serve on the Board of Directors of CN, effective immediately.

Ms. dePass Olsovsky, 56, brings more than 35 years of technology, infrastructure operations, and railroad experience to CN. She is currently the Executive Vice President and Chief Information Officer of Salesforce, where she oversees the company's global information technology organization, including technology strategy; customer, partner and employee experience; enterprise applications; network infrastructure; collaboration tools; 7x24 enterprise operations; architecture; and merger & acquisition integration.

She previously spent almost 12 years at BNSF Railway where she served as Senior Vice President and Chief Information Officer leading enterprise information technology, including train control and operational systems supporting safety, transportation & digital train control, mechanical, engineering, and intermodal automation. In addition, she led the cloud digitization strategy focused on customer experience through cloud applications, advanced technologies enablement through operations research, and predictive analytics. Ms. dePass Olsovsky also led drone inspection operations for bridges, track, and structures, which were all enabled through the railroad's telecommunications and North American network. Prior to BNSF, she held technology leadership positions at AT&T and GTE/Verizon supporting telecommunications, cybersecurity, customer experience, and 7x24 internal network infrastructure and operations.

"We are pleased to welcome Jo-ann to CN as an independent director. She has deep expertise in advanced technologies and customer applications, and spent more than a decade as a senior executive at a Class I railroad. The intersection of her technology, operations and railroad experience creates a powerful combination of expertise that will be valuable to CN as we continue building the railway of the future using digital innovation to drive safety, operational excellence, customer experience and enhanced long-term shareholder value."

— Robert Pace, Chair of the Board of Directors of CN

Ms. dePass Olsovsky is filling the vacancy on CN's Board that was created in September 2021

when an independent director resigned to spend more time on her full-time executive role outside of CN. With the appointment of Ms. dePass Olsovsky, CN's Board is comprised of 11 directors, 10 of whom are independent and five of whom are women. The Board continues to focus on recruiting top quality independent directors who will contribute a diverse set of perspectives as CN builds the premier railway of the 21st century.

Ms. dePass Olsovsky and family immigrated to the United States and Canada, and is of Hispanic descent. She holds a bachelor's degree in Business Management and an MBA from Nova Southeastern University, as well as a master's in Project Management from George Washington University. She has earned numerous industry recognitions for technology achievements, including Hispanic IT Executive Council's Top 100 Most Influential Hispanics, Computerworld Top 100, and most recently as #10 on Technology Magazine's 2021 TOP100 CIOs.

About CN

CN is a world-class transportation leader and trade-enabler. Essential to the economy, to the customers, and to the communities it serves, CN safely transports more than 300 million tons of natural resources, manufactured products, and finished goods throughout North America every year. As the only railroad connecting Canada's Eastern and Western coasts with the Southern tip of the U.S. through a 19,500-mile rail network, CN and its affiliates have been contributing to community prosperity and sustainable trade since 1919. CN is committed to programs supporting social responsibility and environmental stewardship.

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Vice-President

Investor Relations

514-399-0052

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From: Nixon, Kelsey [REDACTED] **On Behalf Of** Stakeholder Relations Team
Sent: Tuesday, October 26, 2021 8:45 AM
Subject: Between the Lines - Update for Government and Stakeholders



FortisAlberta has remained fully functional from a customer service and operations perspective throughout the pandemic, including as we move through the fourth wave. We remain committed to completing essential service work as scheduled for all customers and for our large industrial customers, there have been no stoppages in work on any projects as a result of impacts to our field crews or other employees.

We are mindful of how sometimes even the smallest of financial impacts can place added stress on our customers and we have been thoughtful about how we can assist with affordability within the constructs of our regulatory framework. Customers and stakeholders can also rest assured we are taking all necessary precautions related to limiting the spread of COVID-19.

FortisAlberta Waives \$2 Million in Reconnection Fees

FortisAlberta takes pride in doing what is right for its customers and strives to ensure that our charges and fees are fair and reasonable.

In light of the continuing economic challenges that exist in our province and the associated hardships faced by many of our customers arising from the COVID-19 pandemic, FortisAlberta has temporarily suspended the collection of reconnection fees to provide targeted relief for customers seeking reconnection of services. Any customer requiring a reconnection of service in 2021 will not be required to pay. Reconnection fees are applied when FortisAlberta is asked to reconnect or restore service to a customer whose service was previously restricted by a current-limiting device or was disconnected.

Coincident with the reopening of the province from pandemic lockdown and initial recovery in the oil and gas sector during the first half of 2021, FortisAlberta experienced an increase in volume of total reconnection requests received, as compared to prior, pre-downturn years. The Company recognized that levying reconnection fees may cause some Albertans added financial burden during these trying times. As such, FortisAlberta determined that it was in the best interest of its customers to temporarily suspend reconnection fees and to refund any amounts collected prior to suspension. To date, the reconnection fees forgone and refunded total approximately \$2 million.

The Company is not seeking recovery of any refunded or foregone 2021 reconnection fee amounts in its most recent application to the Alberta Utilities Commission. FortisAlberta will re-institute the collection of reconnection fees in 2022 in accordance with the Company's Terms and Conditions of Service.

About FortisAlberta

As owner and operator of more than 60 per cent of Alberta's total electricity distribution network, FortisAlberta's focus is delivering safe and reliable electricity to more than half a million residential, farm and business customers. The Company serves more than 240 communities with 124,000 kilometers of distribution power lines across Alberta.

We deliver the electricity that empowers Albertans to succeed. We keep the power on, not just because it's our job, but because we care about the people we serve. We are reliable, honest and dedicated to our work because our employees, customers and communities matter to us.

If you have any questions or require any additional information, please don't hesitate to contact your FortisAlberta Stakeholder Relations Manager.

Thank you,



EIPS

QUARTERLY UPDATE

OCT. 2021

EIPS IN THE NEWS

EIPS tweaks mask mandate to include all students, staff and visitors | *The Sherwood Park and Strathcona County News*

Buses, bells and busy schoolyards | *CBC Radio, Edmonton AM*

Elk Islands Public Schools' board of trustees votes for mask mandate | *CBC Edmonton*

Alberta does not need another Parent Advisory Council | *The Fort Saskatchewan Record*

New SAL mural meant to leave legacy | *The Sherwood Park and Strathcona County News*

Local parent launches anti-curriculum update website | *The Sherwood Park and Strathcona County News*

Westboro Elementary wins tech grant | *The Sherwood Park and Strathcona County News*

NATIONAL DAY FOR TRUTH AND RECONCILIATION: SEPTEMBER 30

National Day for Truth and Reconciliation,

which coincides with Orange Shirt Day, is now recognized federally as a national holiday. The day's intended to remind Canadians about the history of residential schools, remember the victims and honour the survivors.

Throughout EIPS, schools spent the week leading up to the National Day for Truth and Reconciliation engaging in activities to deepen knowledge and understanding around Indigenous education. And, to mark the actual day, the Board of Trustees declared it a divisionwide school-closure day.

"Reconciliation is more than a concept," says Trina Boymook, the Board Chair of EIPS. "We need to make it an active practice in our schools, offices and communities. Observing this important day is another way we're building respectful relationships and promoting inclusion yearlong."



FOR STARTERS —

Choice in education is an integral part of any school system and the cornerstone of public education in Alberta. More than 90 per cent of students in Alberta rely on the public education system and it's key to a strong community and fuels a prosperous economy.

Within Elk Island Public Schools (EIPS), students can enrol in a variety of programs that expose them to myriad career possibilities—musical theatre, forensic sciences, trades and technology, culinary arts, cosmetology, fitness and wellness, leadership, and much more. Students can also participate in competitive sports programs, high-level academic programming, and STEM through coding and robotics courses. They can even delve into fine arts and graphic design, expressing themselves in beautiful and creative ways. The possibilities, and combinations, are endless.

While niche charter and private schools provide specialized streams for those who can access them, publicly funded schools serve all students regardless of socio-economic status, learning ability, cultural background, gender identity or religious beliefs. As such, the EIPS Board is committed to preserving and enhancing the students' opportunities to learn about different career options, discover their strengths and take those first steps on the road to a career that help contribute socially and economically to the community and the province as a whole.

Trina Boymook,
Board Chair of Elk Island Public Schools

“ INBOX

What's EIPS doing to identify and address learning gaps resulting from the school closures and out-of-school learning during the pandemic?

The Board allocated additional resources—\$1 million over the next two years—for schools to develop support plans for students negatively affected by the disruption of learning because of COVID-19. The Division will support schools in identifying students who require intervention in the areas of literacy and numeracy and provide assistance in implementing these plans to ensure more students close these learning gaps. Pre- and post-testing will be conducted at the beginning of the school year and again at the end of the school year to measure the impact of intervention support.

OPERATIONS DURING 2021-22

What EIPS' doing to keep students, staff and schools safe during COVID-19

Since the pandemic hit in March of 2020, our communities have experienced enormous change, and witnessed remarkable adaptability and resilience. Because of that disruption, it was the Board's hope, school operations would return to normal this fall. And, for the most part, it has.

Students are learning in school, senior highs are back to the two-semester system and optional courses return using the regular programming model. However, COVID-19 remains with us. We're in the midst of a fourth wave, hospitalization rates are at an all-time high and the province declared another state of public-health emergency. As such, schools still need to operate with public-health measures in place.

For the Board, the primary goal is to ensure schools stay open for the entire school year, while also providing high-quality education and protecting the health and safety of students and staff. To facilitate that, the Division developed a detailed operations plan, [EIPS Operations Guidelines 2021-22](#). The plan outlines how EIPS schools are operating and measures to prevent the spread of COVID-19. Every facet of operations was reviewed to prioritize the health and safety of those entering an EIPS building or bus. The result: A solid plan that ensures operations run smoothly and supports everyone's physical, social and emotional well-being.

The core public-health measures include good hand hygiene and respiratory etiquette, staying home when sick, mandatory mask use, physical distancing, encouraging immunization, maintaining good ventilation, and routine cleaning and disinfection. EIPS schools also continue to practice strategies to promote operational and health-and-safety efficiencies, such as directional traffic flow markers, staggered entry and recess, occupancy limits and the removal of excess furnishings.

October 5, the province announced it will resume reporting COVID-19 cases and informing the Division when a student tests positive. If the COVID-19 case was infectious while at school, close contacts will be informed by email. The Division also reports all [COVID-19 cases and school illness outbreak information](#) online, which it updates weekly.

In terms of measures to support students negatively affected by the pandemic, the Board allocated additional dollars to cover related costs. Specifically, reserve spending increased by \$2.65 million to account for COVID-19 costs—personal protective equipment, enhanced custodial services and Home Education. As well, the Division launched two new initiatives, each earmarked with \$500,000. The first is a Focus on Learning Loss project. Schools have put together comprehensive plans that address achievement gaps



resulting from the disruption in learning last year. The second initiative focuses on student social and emotional well-being by providing resources and supports to those impacted by the pandemic.

Over time, the Board hopes to be able resume normal operations—but when it's safe to do so. In the interim, it continues to consult with Alberta Education, Alberta Health and subject-matter experts. Through a combined effort, everyone within EIPS is safer, healthier and better prepared for success throughout this stage of the pandemic.

CORE PREVENTIVE MEASURES to support healthy and safe in-school learning



Encourage all staff and students to get vaccinated against COVID-19



Daily health screening, ongoing hand hygiene and effective rapid response plans



Routine enhanced cleaning and disinfection and good ventilation in all EIPS buildings



If a student or staff member is infectious with COVID-19 at school, close contacts will be notified



Physical distancing, personal protective equipment and mandatory mask use



October 19, 2021

Mr. Kirk Perrin
Mayor
Lamont, Alberta

Dear Mr. Perrin,

The Alberta RCMP remains committed to strengthening partnerships with the communities it serves. In light of municipal elections that took place on October 18th in communities across Alberta, I offer my sincerest congratulations to you and your elected council. Whether or not there are new faces within your executive council, my commitment to you and your team remains unwavering. As the Chief of Police for your community, please reach out to me directly if you require anything to bring your team up to speed.

Please find attached the quarterly Community Policing Report that covers the July 1st to September 30th, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Fort Saskatchewan RCMP Detachment. As part of maintaining engagement with the Albertans we serve, this quarterly report reinforces our commitment to communicate the work we do to ensure community safety. This reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis.

In addition to sharing quarterly updates on community-identified policing priorities through this reporting, I remain available to discuss business and program planning processes to further optimize our services to address the priorities that are important to you.

Congratulations once again, and please feel free to contact me if you have any questions or concerns.

Inspector Mike McCauley
Officer in charge
Fort Saskatchewan RCMP

November 4, 2021

Mayor and Council
Town of Lamont
PO Bag 330
Lamont, AB T0B 2R0

Dear Mayor and Council:

I would like to offer the council my congratulations to all those newly elected or those returning to council as a result of the recent municipal election. It takes a special individual to run for public office with all the current challenges that we are facing today. On behalf of FortisAlberta and myself thank you for your commitment to a better future for all Albertans.

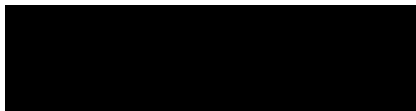
I look forward to being a resource for your municipality and council, to provide support in meeting any future challenges and the privilege on continuing to work and build a strong working relationship.

In addition, you will be receiving an invitation on behalf of FortisAlberta, to participate in Electricity 101, a course which has been designed specifically for Elected Officials and Senior Administration.

As you focus on the work ahead, please do not hesitate to contact me if I can be of assistance, my contact information is below.

Once again, congratulations and best wishes for a successful term.

Sincerely,



Kayla Law
Stakeholder Relations Manager
FortisAlberta





TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.1

COUNCIL MEETING DATE:
November 9th, 2021

ITEM DESCRIPTION OR TITLE 2022 CAPITAL BUDGET INTRODUCTION

RECOMMENDATION

THAT Council receive the 2022 Capital Budget Introduction as information.

BACKGROUND

The introduction to the 2022 Capital Budget is presented for Council's information and preliminary review.

During the preparation of 2022 Capital Budget, Administration identified 14 capital projects in amount of \$2,599,311 for Council's consideration. These proposed projects were identified based on the following criteria.

- A detailed risk analysis in evaluating the current condition and the risk of delay of the projects. For details of the analysis, please refer to the enclosed report, titled, "Risk Analysis on 2022 Capital Projects".
- Priorities identified by the 2022 Budget Survey, "Tell Us Your Priorities". Based on the survey data, it is evident that infrastructure remains the highest priority to ratepayers, including water, sewer, storm management, and transportation. Utility infrastructure scored the highest, followed by transportation as very important. The proposed projects are aligning with the survey result.
- Business operation needs.

Although the 14 projects are identified as the top priorities on the 2022 proposed capital budget, the Town also need to consider affordability from financial perspective in order to achieve the Town's long-term goal. A detailed financial analysis is presented at Financial Implication Section below for Council's consideration as well.

COMMUNICATIONS

Once Council approves the 2022 Capital Budget Introduction as information, the report, including the 15 listed projects and financial implication analysis will be posted on the Town website.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

IMPLICATIONS OF DECISION

Further to the Town of Lamont’s 2022 Capital Budget Survey, the Introduction Report gives certainty to the Town Council, Ratepayers, and Stakeholders that they have sufficient time to participate and review the proposed capital projects before the Capital Budget presented on next Council’s meeting.

FINANCIAL IMPLICATIONS

Part I – the Town’s Current Financial Position.

Below analysis was based 2020 audited financial statements and the information represent their financial position as of December 31, 2020.

Financial Position Comparison							
Municipalities	Population	Cash on Hand	Unrestricted Surplus	Reserve	Long-term Debt	Cash on Hand vs Debts	Unused Debt Limits
Lamont	1,774	\$5,060,767	\$2,248,237	\$2,494,941	(\$1,143,022)	\$3,917,745	4,181,803
Bruderheim	1,308	\$1,435,118	\$153,797	\$932,708	(\$1,389,337)	\$45,781	2,757,893
Redwater	2,053	\$5,030,035	\$3,709,493		(\$4,671,662)	\$358,373	5,421,148
Mundare	852	\$967,504	\$100,853		(\$1,443,392)	(\$475,888)	1,372,390

Note:

1. the population was based on 2016 Census
2. the rest of the information was from their 2020 audited financial statements

Updated as of August 31, 2021	Cash on Hand	Reserve	Surplus
Lamont	\$6,458,041	\$2,505,227	\$2,167,721

As per comparison above, it indicates that the Town is in a strong financial position.

Part II – suggested 2022 Capital Projects.



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

#	Projects	Amount
1	Campbell improvement stage 2-phase 1	\$ 866,351
2	Operations skid steer purchase	\$ 80,000
3	57 Avenue/45 Street, road reconstruction (Edna subdivision)	\$ 477,400
4	54 Street & Campbell reservoir SCADA system	\$ 55,000
5	4x4 1 ton truck with dump box	\$ 75,000
6	51 Avenue (50A Street to 51 Street) road reconstruction	\$ 213,200
7	51 Avenue (53 to 54 Street) road reconstruction	\$ 166,000
8	49 Street (50 to 51 Ave) road reconstruction	\$ 182,600
9	55 Street (51 to 52 Ave) road reconstruction	\$ 214,400
10	52 Avenue (55 St to Alley West) road reconstruction	\$ 180,360
11	Operations vibration roller packer purchase	\$ 20,000
12	Operations tiller attachment purchase	\$ 12,000
13	Operations ditch cutter attachment purchase	\$ 12,000
14	Operations ½ ton truck purchase	\$ 45,000
Total Cost of the Proposed Projects		\$2,599,311

Part III – Source of Funding.

1. Grants – the Administration is actively seeking grants from all levels of governments in supporting the Town’s infrastructure repairs and upgrades. However, due to recent provincial and federal budget constraints, there are a very limited number of grants available in supporting municipalities’ infrastructure repair and upgrades. The current two grants under Administration’s study are Strategic Transportation Infrastructure Program (STIP) from the province and Disaster Mitigation and Adaptation Fund (DMAF) from federal.

Furthermore, as per province 2021/2022 budget, the Town’s 2022 MSI Capital grants and BMTG will be reduced by 59.4%.

Years:	2021 (Actual)	2022 (Estimated)	Note
MSI Capital	403,479	163,812	Reduced by 59.4% from 2021
Basic Municipal Transportation Grant (BMTG)	106,440	43,215	Reduced by 59.4% from 2021
Gas Tax Funds (GTF)	207,716	106,221	the \$207,716 includes a one-time funding top-up of \$101,495
Total	\$ 717,635	\$ 313,248	



**TOWN OF LAMONT
COUNCIL AGENDA
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2. Reserve and Unrestricted Surplus:

GL Account Code Name	Balance	GL Account Code Name	Balance
General	\$322,128.86	Planning and Subdivision	1,420,939
Administration	\$461,127.12	Recreation General	52,500
Fire	\$7,986.00	Hall	10,000
P.W.	\$62,072.98	Arena	34,358
Strom Sewer	\$15,000.00	Park	17,615
Water	\$14,000.00	Curling Rink	10,000
Sewer	\$77,500.00	TOTAL	2,505,227

Accumulated Surplus - Deficit			2,167,721
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3. Debenture:

The Town currently has two outstanding loans from Loans to Local Authorities (Formerly called Alberta Capital Finance Authority) with annual payment amount of \$145,102 (interest and principal included).

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

As of December 31, 2020,

DEBT LIMITS

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town of Lamont be disclosed as follows:

	2020	2019
Total debt limit	\$ 5,324,825	\$ 5,473,404
Total debt	(1,143,022)	(1,239,530)
Total debt limit remaining	\$ 4,181,803	\$ 4,233,874



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

POLICY AND/OR LEGISLATIVE REFERENCES

Town of Lamont Strategic Plan. Goal 1: Manage, invest and plan for sustainable municipal infrastructure.

ATTACHMENTS

Risk Analysis on 2022 Capital Projects

Report Prepared By:

- Tyler Edworthy, Director, Operations & Infrastructure
- Robert Mu, Finance Officer

Approved by CAO:

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

2022 Capital Project- Condition Analysis

Campbell Neighborhood Improvements (Stage 2- phase 1)	
Cost	\$866,351
Originally Identified as a Capital Project	September 12, 2019
Description: <ul style="list-style-type: none"> • Water Distribution System Upgrades. • Sanitary & Storm Sewer Improvements • Lot Service Replacements • Road Reconstruction 	
Current condition: <ul style="list-style-type: none"> • Roadway has significant erosion and settling to the point of surface failure due to subsurface condition. • Curb and sidewalks have eroded to the point they have created trip hazards on sidewalks and drainage issues not allowing water to pool and create further issues. • Historical water utility failures indicate there is a need for lot service connection replacement and mainline improvements. • Infrastructure camera inspections identified the need for sanitary and storm sewer improvements that will assist with flows. 	
Risk: <ul style="list-style-type: none"> • Road surface failures due to erosion creating uneven surface and point failures heaving up to 24 inches. This creates a unsafe condition for motorists and can cause significant damage to vehicles. • Pooling water in curbs and roadways ads moisture to the subsurface causing further deterioration of the subsurface and erosion. • Water infrastructure in this area has required significant repairs on lot services due to corrosion and erosion. Further deterioration will continue with more unplanned failures. • Inspection work has been completed on storm and sanitary sewers minor repairs are required to ensure proper flows. 	
Recommendation	

Skid Steer Replacement	
Cost	\$80,000
Replacement or New Equipment	Replacement of 2009 JD Skid Steer
Description: Purchase a new Skid steer with dual speed control.	
Reasoning: <ul style="list-style-type: none"> • Current JD Skid Steer has seen a significant increase in required maintenance. • Equipment is not a dual speed machine resulting in extra wear and transport time to and from sites. • Equipment down time has a significant negative impact on operations. 	

<ul style="list-style-type: none"> • New machine will be able to provide more services, having more power and cut down on the time to perform tasks.
Risk: <ul style="list-style-type: none"> • Equipment repair costs will keep increasing. • Equipment down time will impact service delivery in all operational departments.
Recommendation

57 Avenue/ 45 Street, Road Reconstruction and Utility Improvement Project (Edna Subdivision)	
Cost	\$477,400
Originally Identified as a Capital Project	October 16, 2017
Description: <ul style="list-style-type: none"> • 2250 square meters of asphalt road reconstruction, full concrete curb and sidewalk replacement, 2 water main valves and 1 hydrant repair and replacement. 	
Current condition: <ul style="list-style-type: none"> • First stage of Edna was completed in 2019. • Road surface is failing beyond patching or crack-filling, resulting in the requirement for road reconstruction due to deterioration of the sub surface. • Curb and sidewalk erosion creating uneven sidewalk and pooling water. • Water valve and hydrant repair and replacement ahead of road reconstruction. 	
Risk: <ul style="list-style-type: none"> • Further deterioration of the road will cause surface failures and water penetration may have a negative impact the subsurface. • Curb and sidewalks have eroded creating unsafe conditions for pedestrians and impacts storm drainage causing water to pool. • There have been no significant utility issues in this location, preventative measures in valve and hydrant repair and replacements have been identified in the project proposal to reduce risk of repair after road work is complete. 	
Recommendation	

54 Street & Campbell Reservoir Scada System Install	
Cost	\$55,000
Replacement or New Equipment	New Equipment
Description: Install Scada System for communication between the 2 reservoirs.	
Reasoning: <ul style="list-style-type: none"> • Ability to remotely monitor and control our water distribution system. • Added security through constant remote communication with the system and another level of security and alarms built in. • Automated system will allow the water distribution system to run more efficiently. 	

<ul style="list-style-type: none"> • Reduce staffing costs associated with response to call out alarms and manual operation. • Data collection to assist in troubleshooting and identifying water distribution trends in pressure, consumption, and system failures.
Risk: <ul style="list-style-type: none"> • Not identifying or responding to system failures in a timely manner could result in further costs and issues. • Having to pull staff away from emergency repairs to monitor water pressure and levels can result in unsafe working conditions for staff and creates inefficiencies. • Historical trends identify irregularities that often lead to system failures, not capturing this data makes it impossible to identify potential problems before they occur.
Recommendation

1 Tonne 4x4 Truck & Dump Box	
Cost	\$75,000
Replacement or New Equipment	Replacement of 1998 1 tonne flat deck
Description: 1 Tonne 4x4 truck with a dump box	
Reasoning: <ul style="list-style-type: none"> • Current flat deck truck has extended its end of life to 23 years. • Equipment no longer meets the needs of operations. • 1 Tonne 4x4 with dump box will extend services delivered including. <ul style="list-style-type: none"> Snow Hauling Sand Dirt Hauling Sanding Towing water trailer Access areas current vehicle cannot ETC 	
Risk: <ul style="list-style-type: none"> • Run the risk of equipment failure beyond repair. • Small area sanding would be impacted due to loss of vehicle. • Loss of vehicle would impact watering sewer flushing, and culvert thawing. 	
Recommendation	

51 Avenue, Road Reconstruction and Utility Improvement Project (50A Street to 51 Street)	
Cost	\$213,200
Originally Identified as a Capital Project	October 16, 2017
Description: <ul style="list-style-type: none"> • 1200 square meters of asphalt road reconstruction, concrete curb and sidewalk replacement as required, 2 water main valves replacement. 	
Current condition:	

<ul style="list-style-type: none"> • Road surface has failed beyond patching or crack-filling, resulting in road millings being required to fill potholes. • Further deterioration will not impact sub surface. Road reconstruction is required. • Water valve replacement ahead of road reconstruction will take place to reduce risk of water infrastructure failure.
<p>Risk:</p> <ul style="list-style-type: none"> • Further deterioration of the road will require extending road milling work to level the surface, that will result in an unpaved roadway. • There have been no significant utility issues in this location, preventative measures in valve replacements have been identified in the project proposal. • Millings will impact the performance of the curb and gutter, resulting in poor storm drainage and water pooling.
<p>Recommendation</p>

51 Avenue, Road Reconstruction and Utility Improvement Project (53 to 54 Street)	
Cost	\$166,000
Originally Identified as a Capital Project	October 16, 2017
<p>Description:</p> <ul style="list-style-type: none"> • 975 square meters of asphalt road reconstruction, concrete curb and sidewalk replacement as required, 1 water main valve replacement. 	
<p>Current condition:</p> <ul style="list-style-type: none"> • Road surface has failed beyond patching or crack-filling, resulting in road millings being required to fill potholes. • Further deterioration will not impact sub surface. Road reconstruction is required. • Water valve replacement ahead of road reconstruction will take place to reduce risk of water infrastructure failure. 	
<p>Risk:</p> <ul style="list-style-type: none"> • Further deterioration of the road will require extending road milling work to level the surface, that will result in an unpaved roadway. • There have been no significant utility issues in this location, preventative measures in valve replacement have been identified in the project proposal. • Millings will impact the performance of the curb and gutter, resulting in poor storm drainage and water pooling. 	
<p>Recommendation</p>	

49 Street Road Reconstruction and Utility Improvement Project (50 Ave to 51 Ave)	
Cost	\$182,600
Originally Identified as a Capital Project	October 16, 2017
<p>Description:</p> <ul style="list-style-type: none"> • 1200 square meters of asphalt road reconstruction, and concrete curb and sidewalk replacement as required. Sanitary access work required. 	

<p>Current condition:</p> <ul style="list-style-type: none"> • Road surface has failed beyond patching or crack-filling, resulting in road millings being required to fill potholes. • Further deterioration will not impact cost as road reconstruction is required. • Sanitary access point requires internal benching work.
<p>Risk:</p> <ul style="list-style-type: none"> • Further deterioration of the road will require extending road milling work to level the surface, that will result in an unpaved roadway. • Millings will impact the performance of the curb and gutter, resulting in poor storm drainage and water pooling. • Sanitary access point requires regular maintenance impacting operations, further deterioration will result in increased maintenance.
<p>Recommendation</p>

55 Street, Road Reconstruction and Utility Improvement Project (51 Ave to 52 Ave)	
Cost	\$214,400
Originally Identified as a Capital Project	October 16, 2017
<p>Description:</p> <ul style="list-style-type: none"> • 1350 square meters of asphalt road reconstruction, concrete curb and sidewalk replacement as required, 2 water main valves replacement. 	
<p>Current condition:</p> <ul style="list-style-type: none"> • Road surface has failed beyond patching or crack-filling, resulting in road millings being required to fill potholes. • Further deterioration will not impact cost as road reconstruction is required. • Water valve replacement ahead of road reconstruction will take place to reduce risk of water infrastructure failure. 	
<p>Risk:</p> <ul style="list-style-type: none"> • Further deterioration of the road will require extending road milling work to level the surface, that will result in an unpaved roadway. • There have been no significant utility issues in this location, preventative measures in valve replacements have been identified in the project proposal. • Millings will impact the performance of the curb and gutter, resulting in poor storm drainage and water pooling. 	
<p>Recommendation</p>	

52 Ave Road Reconstruction Project (55 Street to Alley West)	
Cost	\$180,360
Originally Identified as a Capital Project	October 16, 2017
<p>Description:</p> <ul style="list-style-type: none"> • 1050 square meters of asphalt road reconstruction, concrete curb and sidewalk replacement as required. 	

<p>Current condition:</p> <ul style="list-style-type: none"> • Road surface has failed beyond patching or crack-filling, resulting in road millings being required to fill potholes. • Further deterioration will not impact cost as road reconstruction is required.
<p>Risk:</p> <ul style="list-style-type: none"> • Further deterioration of the road will require extending road milling work to level the surface, that will result in an unpaved roadway. • There have been no significant utility issues in this location, preventative measures in valve replacements have been identified in the project proposal. • Millings will impact the performance of the curb and gutter, resulting in poor storm drainage and water pooling.
<p>Recommendation</p>

Vibration Roller Packer	
Cost	\$20,000
Replacement or New Equipment	New Equipment
Description: Purchase of a Vibration Roller Packer	
Reasoning: <ul style="list-style-type: none"> • Will assist in operational efficiencies, and service improvements. • Used for road patching, concrete replacement, ditch compaction, alley-way compaction, crack sealing. 	
Risk: <ul style="list-style-type: none"> • Rental costs of equipment high. • Availability of rental units is limited. 	
Recommendation	

Rototiller Attachment	
Cost	\$12,000
Replacement or New Equipment	New Equipment
Description: Purchase of a Rototiller Attachment	
Reasoning: <ul style="list-style-type: none"> • Will assist in operational efficiencies, and service improvements. • Required for playground safety surface maintenance. • Required for landscaping of Town owned green space. 	
Risk: <ul style="list-style-type: none"> • Will not be able to maintain playgrounds appropriately, creating safety concerns. • Service needs and cost will exceed purchase price of equipment. • Work planning around contractor impacts service delivery and timing. 	
Recommendation	

Ditch Cutter Attachment	
Cost	\$12,000
Replacement or New Equipment	New Equipment
Description: Purchase of a Ditch Cutter Attachment	
Reasoning: <ul style="list-style-type: none"> • Will assist in operational efficiencies, and service improvements. • Will allow us to cut ditches along annexed roads, 47 Ave and creek ditch Safely. 	
Risk: <ul style="list-style-type: none"> • Safety issues trying to cut ditches with improper equipment. • Equipment damage due to improper use. • Excessive staffing time using with weed eaters and hand mowers. 	
Recommendation	

½ Ton Truck replacement	
Cost	\$45,000
Replacement or New Equipment	Replacement of 2006 1/2 Ton Truck
Description: ½ ton truck (Optional 4x4 and crew cab)	
Reasoning: <ul style="list-style-type: none"> • Current ½ ton has extended its end of life to 15 years. • Fleet failure negatively impacts operations and service delivery. • Cost of maintenance has increased. 	
Risk: <ul style="list-style-type: none"> • Run the risk of equipment failure beyond repair. • Out of service time delays operational tasks and impacts service delivery. 	
Recommendation	



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
November 9th, 2021

ITEM DESCRIPTION OR TITLE

Orientation Information – Utility Rates Restructure

RECOMMENDATION

That Council receives the Utility Rates Restructure Orientation as information.

BACKGROUND

There are two major reasons causing the Town to modernize its current utility fee structure.

- To satisfy business operation's needs. The current utility rates result in a deficit. The amount of deficit is currently subsidized by property tax, which is not a common business practice. The supporting evidence and benefits of the proposed utility cost recovery model are listed below:
 - Alberta Municipal Affairs, through the What every Councillor Needs To Know handbook, page 15 notes that "...(full cost recovery is normal for utilities)", and
 - Alberta Environment and parks have long advised that utilities be 100% cost recovery, and
 - A change to greater cost recovery in utilities can result in a decrease in taxes required to subsidize them, and
 - A change to cost recovery for utilities will ensure that those renting properties are not provided with a subsidized rate for utilities paid for by those who own properties, and
 - A change to full cost recovery will establish a reserve for infrastructure replacement.
- To improve the service level to the ratepayers. The Town's current utility fee structure is still in the old model. It uses a flat rate for minimal consumption plus overage charges; and the usage of the water is measured by imperial gallon. However, most of the municipalities in the region, including Bruderheim, Redwater, Bon Accord, and Gibbons, use monthly service fees plus charges for their water usage measured by cubic meter. The proposed utility fee restructure will upgrade the Town to the modern fee structure and make it easier for the ratepayers to compare their utility rates level with other municipalities.

COMMUNICATIONS

Once Council accepted the Utility Rates Restructure Orientation as information, the report will be posted on the Town website.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

IMPLICATIONS OF DECISION

The administration has conducted research and analysis to balance the two goals: to meet the Town’s business needs and to satisfy the ratepayer’s affordability.

Although there are many advantages to the “pay as you go” philosophy if the Town converts to the cost recovery model successfully, the administration acknowledges that ratepayers may face extra financial challenge on the increased utility fees. The administration is conducting the following studies to address this challenge.

- Water & Solid Waste Relief Programs for Senior with low income.
- Extend the transition period into three (3) years, or five (5) years, even longer if needed, instead of implementing the cost recovery model immediately.

FINANCIAL IMPLICATIONS


Please refer to enclosed Appendix A for detailed analysis on the financial implications of the proposed Cost Recovery Model.

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Appendix A

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

The Town of Lamont Utility Full Cost Recovery Working Sheet

Cost/Years		2020 (Actual + Salary Allocation)			
Type of Analysis		Water (\$)	Sewer (\$)	Garbage (\$)	Total Utilities (\$)
Costs					
Direct Cost	Revenue costs/operating costs				
	Salaries	163,732	-	-	163,732
	Salaries - Overtime	2,272	-	-	2,272
	Employer Contribution	38,941	-	-	38,941
	Training & Development	-	-	-	-
	Travel & Subsistence	755	-	-	755
	Telus	661	661	-	1,321
	Postage & Freight	120	-	-	120
	Advertising & Members	174	-	-	174
	Contracted Services	16,672	82,732	284,589	383,993
	Insurance	3,954	1,285	494	5,733
	Purchase From Capital	210,153	-	-	210,153
	Solid Waste Commission Requisition	-	-	107,717	107,717
	Fuel	-	200	-	200
	Goods & Supplies	34,048	927	-	34,976
	Building Repair/Maint	2,432	-	-	2,432
	Vehicle Repair/Mainte	-	-	-	-
	Equipment Repair/Main	804	3,449	-	4,253
	Infrastructure Repair	-	-	-	-
	Electricity	26,798	7,551	-	34,350
	Natural Gas	2,699	3,483	-	6,182
	Debenture Interest Pa	23,977	-	-	23,977
	Bad debts	393	-	-	393
	Total Revenue Costs	528,585	100,289	392,801	1,021,674
	Capital costs (Amortization)	186,164	188,128	-	374,292
Total direct utility costs (D)		714,749	288,417	392,801	1,395,966
Indirect Cost/overheads	Council	-	-	-	-
	Administration	-	-	-	-
	Public Work	-	-	-	-
Total indirect costs		-	-	-	-
Full Utility Costs (A)		714,749	288,417	392,801	1,395,966
Revenues					
Sources of Revenues	Sale Of Services	556,388	164,242	341,893	1,062,523
	Utility Penalty	4,992	-	-	4,992
	Other Revenues	1,103	-	-	1,103
Total Utility Revenues (B)		562,483	164,242	341,893	1,068,618
Direct Cost Recovery Rate (B/D)		79%	57%	87%	77%
Full Cost Recovery Rate (B/A)		79%	57%	87%	77%
Deficit (B-A)		(152,266)	(124,175)	(50,908)	(327,348)
					30.6%
\$ of the utility deficit per household per year (724 users)		(210)	(172)	(70)	(452)
\$ increase to breakeven on every two months bill per uni		(35)	(29)	(12)	(75)



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

AGENDA ITEM: 4.3

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

ITEM DESCRIPTION OR TITLE

2022 Tax Recovery Public Auction Conditions of Sale

RECOMMENDATION

That Council approve the Terms and Conditions of the sale for the 2022 Public Auction as presented in Attachment 1.

BACKGROUND

As required by the Municipal Government Act (MGA), a municipality must annually prepare a tax arrears list showing the parcels of land on which there are tax arrears *for more than one year* as of March 31. Further to this, any parcel of land shown on the 2020 tax arrears list which remains in arrears as of March 31, 2021, must be offered for sale by public auction between April 1, 2021 and March 31, 2022. The 2022 Tax Recovery Public Auction date has been scheduled for Thursday, February 24, 2022 at 10:00 a.m., at the Lamont Recreation Centre Meeting Room.

An additional report will be brought forward to request that Council set the reserve bid amounts during the November 23, 2021 Council meeting as per the MGA.

COMMUNICATIONS

Attempts have been made to contact/notify the landowners of the tax recovery public auction.

The Tax Recovery Auction will be advertised in the Lamont Leader on February 3 and 10, 2022 and the Alberta Gazette on January 4 and 11, 2022 as per the MGA.

IMPLICATIONS OF DECISION

Setting the terms and conditions allows the process to be compliant with the MGA.

FINANCIAL IMPLICATIONS

The Town of Lamont can retain from sale proceeds the amount of tax arrears as well as a 5% administration fee.

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 417, 418, 419 & 421



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

ATTACHMENTS

Terms and Conditions of Sale

Report Prepared By: Rick Bastow, CAO

Approved by CAO:

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

Attachment #1

Town of Lamont

COUNCIL RESOLUTION – 2022 TAX SALE

Be it resolved that the Council of the Town of Lamont, having considered the report of the Chief Administrative Officer regarding unpaid tax arrears, hereby approves proceeding with the Tax Sale pursuant to the provisions of the *Municipal Government Act* for the following properties subject to the conditions described below:

LINC Number	Legal Description	Title Number
0010 327 393	Plan 7723085; Block 2; Lot 11	062 366 261
0017 244 179	Plan 127HW; Block 8; Lot 4	122 375 796

1. The tax sale shall proceed by auction at the Lamont Recreation Centre Meeting Room, 4844-48 Avenue, Lamont, Alberta on Thursday, February 24, 2022 at 10:00 a.m.
2. The properties shall be offered for sale on an "as is, where is" basis and the Town of Lamont makes no representation and gives no warranty whatsoever including as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the Purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by Town of Lamont.
3. The properties listed above shall be subject to the tax sale if the total outstanding property tax arrears remain outstanding prior to the tax sale.
4. The properties will be offered for sale by auction, subject to a reserve bid and to certain registrations shown on the existing certificate of title as described in section 423(1) of the *Municipal Government Act*.
5. Payments by certified cheque or bank draft only. The successful bidder must, at the time of the sale, make a non-refundable ten percent (10%) deposit payable to the municipality, with the balance of the purchase price within 30 days of the public auction.
6. Successful bidders agree to be bound by the terms and conditions of the Town of Lamont's standard Tax Sale Agreement, a copy of which shall be made available to prospective bidders at the Town of Lamont Office prior to the tax sale.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.4

COUNCIL MEETING DATE:
November 9, 2020

ITEM DESCRIPTION OR TITLE

Policy Update – Council Remuneration and Expense Policy

RECOMMENDATION

1. That Council approve the revisions to Policy #11-06, Council Remuneration and Expense Policy.
2. That Council approve the Town of Lamont Appointments, Boards and Committees Chart.

BACKGROUND

As identified within the approved Strategic Plan, Administration continuously reviews and identifies priority policies as time allows. It is beneficial for both the employees and the employer to regularly review these types of policies.

The Council Remuneration and Expense Policy was identified as needing updates with the removal of the following committees:

- Corporate Services Committee
- Public Services Committee
- Protection of Persons and Property Committee
- Emergency Advisory Committee
- Municipal Planning Commission
- Subdivision and Development Appeal Board
- Lamont County Regional Economic Development Initiative
- Lamont County Oil and Gas Exploration, Extraction and Transportation Committee
- Capital Region Board
- Educational Liaison
- Lamont & District Chamber of Commerce Liaison

And the additions of the following committees:

- Governance and Priorities Committee
- Emergency Management Committee
- Weed Control Act Appeal Committee
- Agricultural Pest Act Appeal Committee
- Economic Development Board
- Lamont County Inter-Municipal FCSS Regional Board
- Education Liaison Elementary
- Education Liaison Secondary
- Fort Saskatchewan & District Chamber of Commerce Liaison



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

- Alberta HUB
- Regional Emergency Management Committee

Finally, the responsible committee be changed from Corporate Services Committee to Governance and Priorities Committee.

Administration has established an Appointments, Boards and Committees Chart showing functions of Appointments, Boards and Committees involving Council and Administration.

COMMUNICATIONS

This policy once approved would be circulated to all staff.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Policy #11-06

ATTACHMENTS

1. Council Remuneration and Expense Policy #11-06, Original
2. Council Remuneration and Expense Policy #11-06, Edits/Final
3. Town of Lamont Appointments, Boards and Committees Chart

Report Prepared By: Jackii Ponto, Executive Assistant

Approved by CAO:



Town Of Lamont Policy Manual

Council Remuneration and Expense Policy
Policy # 11-06
Corporate Services Committee
April 25/2017

11-06 Council Remuneration and Expense policy

1. Honorariums

- a) Mayor and Council will receive a monthly honorarium as approved in the annual budget for attending regular and special approved meetings.
- b) Members of Council attend meetings of the following Committees of Council:
 - Corporate Services Committee (including sub-committees)
 - Public Services Committee (including sub-committees)
 - Protection of Persons and Property Committee (including sub-committees)
 - Parks and Recreation Committee (including sub-committees)
 - Emergency Advisory Committee (including sub-committees)
 - Municipal Planning Commission
 - Subdivision and Development Appeal Board

And External Committees:

- Lamont Catering Club
 - Lamont County Housing Foundation
 - Lamont Public Library System Board
 - Northern Lights Library System Board
 - St. Michael Regional Solid Waste Commission
 - John S. Batiuk Regional Water Commission
 - Lamont County Regional Mayors & Administrators Committee
 - Lamont County Regional Economic Development Initiative
 - Lamont County Oil and Gas Exploration, Extraction and Transportation Committee
 - Capital Regional Board
 - Educational Liaison
 - Lamont & District Chamber of Commerce Liaison
- and any other committees that may be established to assist in managing the execution of town business.

- c) Members of Council attending meetings outside Committees of Council (excluding multi-day meetings, workshops, seminars, conventions and conferences), with prior approval from Council, will be paid at the same rate. Meetings attended must be reported on at the next Regular Meeting of Council.
- d) Members of Council will not be paid honorariums or associated expenses when Boards, Commissions or external committees pay them directly.



Town Of Lamont Policy Manual

Council Remuneration and Expense Policy
Policy # 11-06
Corporate Services Committee
April 25/2017

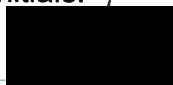
- e) Members of Council will be remunerated for a maximum of twelve (12) meetings (Committees of Council or external committees) per calendar year.

2. Travel and Accommodation Expenses

- a) Members of Council will be paid mileage as per Canada Revenue Agency automobile allowance rates when utilizing privately owned vehicles or the cost of economy airfare for Town business outside of Town.
- b) Members of Council will be reimbursed for accommodations and meal expenses at approved cost recovery with receipts for multi-day meetings, workshops, seminars, conventions, conferences and Town duties.

3. Convention and Conference Registration

- a) Members of Council attending Council approved workshops, seminars, conventions and conferences shall be reimbursed for all registration fees and materials required for such events.

Adopted by Council:	April 25/2017	Initials: 
Motion Number:	58/17	
Supersedes:		



11-06 Council Remuneration and Expense policy

1. Honorariums

- a) Mayor and Council will receive a monthly honorarium as approved in the annual budget for attending regular and special approved meetings.
- b) Members of Council attend meetings of the following Committees of Council:
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 - Parks and Recreation Committee (including sub-committees)
 - Emergency Management Committee (including sub-committees)
 - Weed Control Act Appeal Committee (including sub-committees)
 - Agricultural Pest Act Appeal Committee (including sub-committees)
 - Economic Development Board

And External Committees:

- Lamont Catering Club
 - Lamont County Housing Foundation
 - Lamont Public Library System Board
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 - Lamont County Inter-Municipal FCSS Regional Board
 - Educational Liaison Elementary
 - Educational Liaison Secondary
 - Fort Saskatchewan & District Chamber of Commerce Liaison
 - Alberta HUB
 - Regional Emergency Management Committee
- and any other committees that may be established to assist in managing the execution of town business.
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Town Of Lamont Policy Manual

Council Remuneration and Expense Policy
Policy # 11-06
Governance and Priorities Committee
November XX/2021

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Adopted by Council:		Initials:
Motion Number:		
Supersedes:	Policy 11-06	



Town Of Lamont Policy Manual

Council Remuneration and Expense Policy
Policy # 11-06
Governance and Priorities Committee
November XX/2021

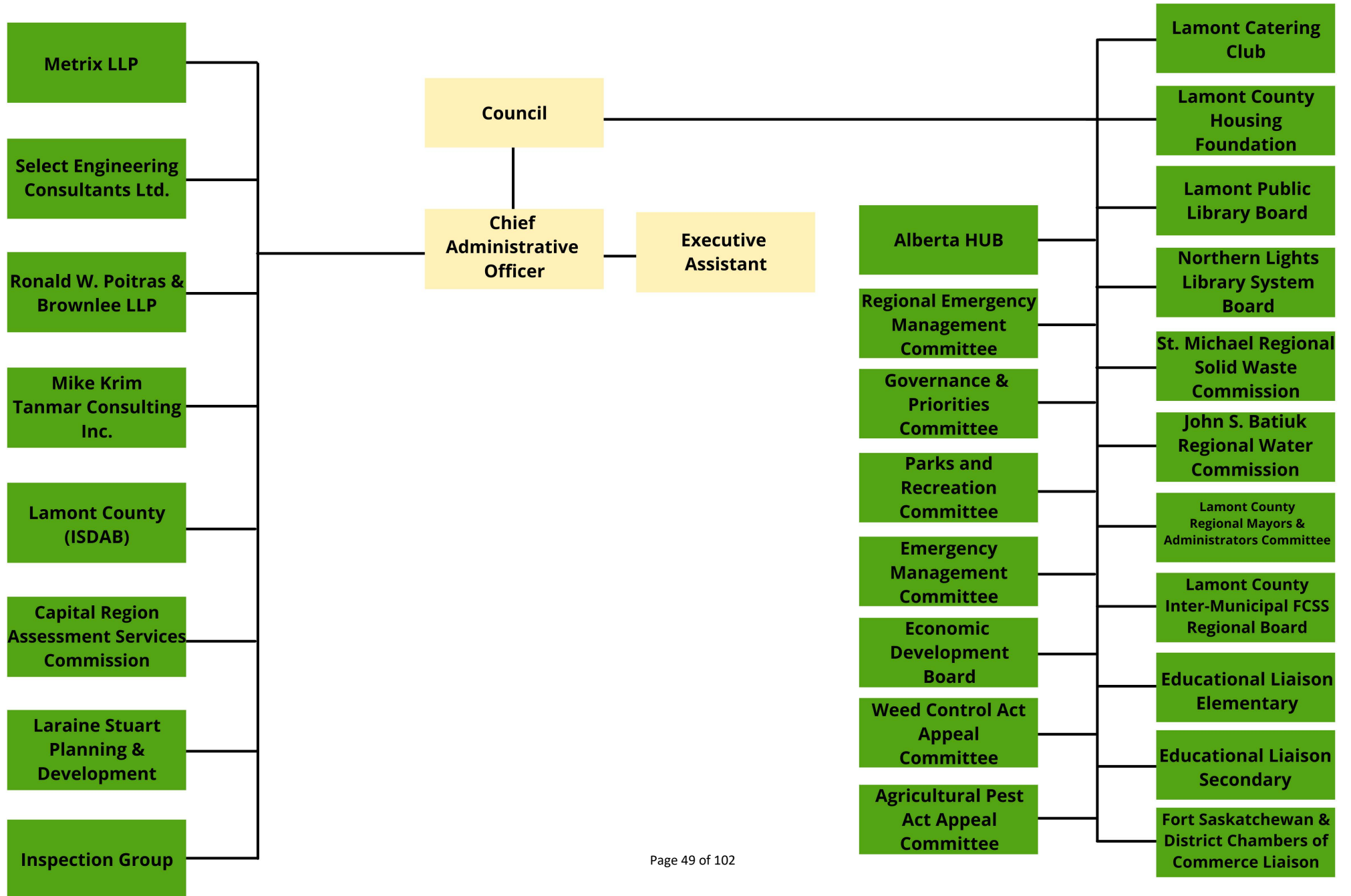
Policy Review

Name (Please Print)	Signature	Date



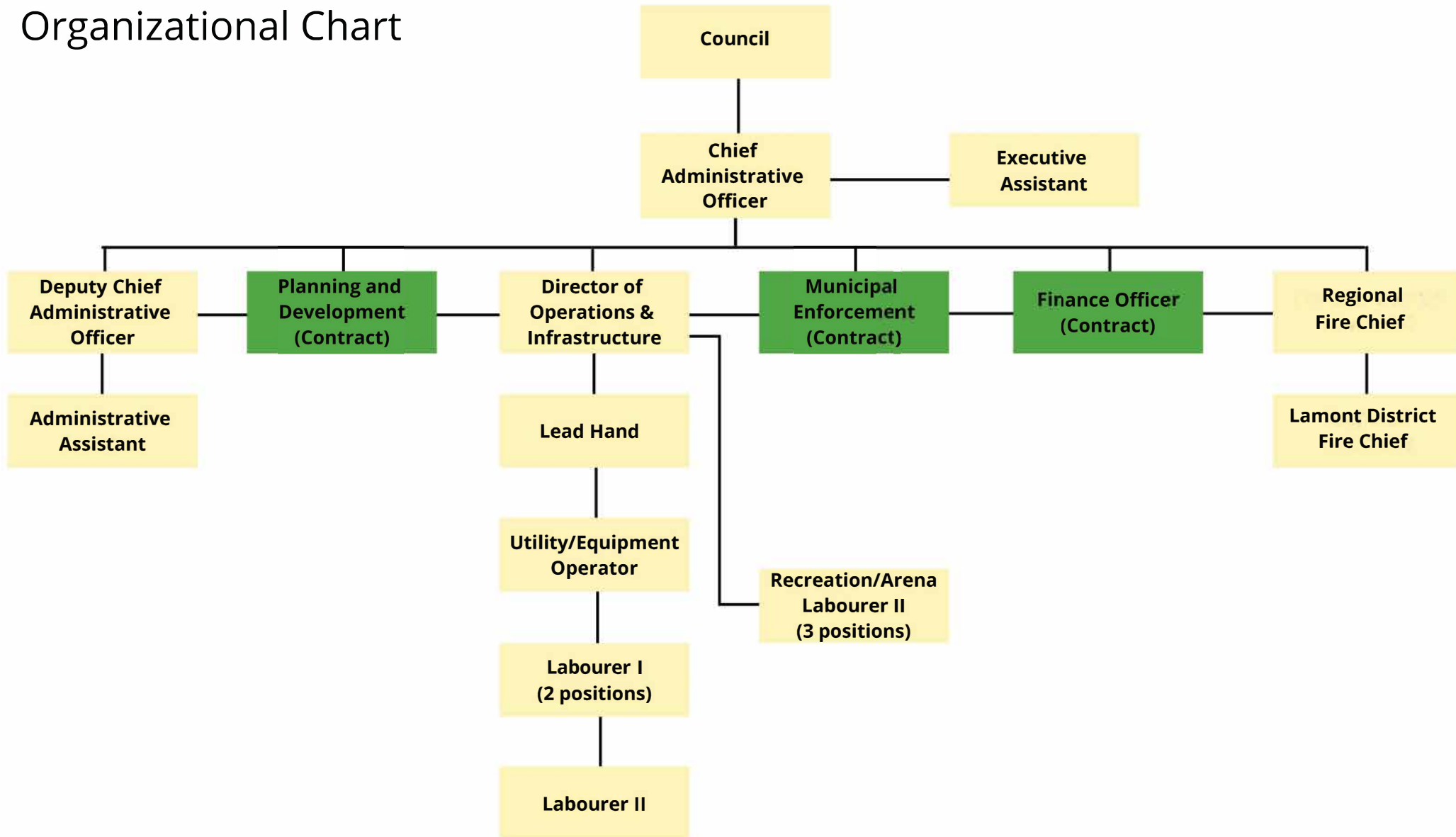
TOWN OF LAMONT

Appointments, Boards and Committees Chart



TOWN OF LAMONT

Organizational Chart





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

AGENDA ITEM: 4.5

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

ITEM DESCRIPTION OR TITLE

Park Sponsorship, Donation and Memorial Contributions Policy # 72-08 Amendments.

RECOMMENDATION

That Council approve the recommendation by the Parks and Recreation Committee to amend the Park Sponsorship, Donation and Memorial Contributions Policy # 72-08 as presented.

BACKGROUND

On July 13, 2021, Council approved the Town Asset Commemorative Naming Policy # 11-21. This approval created some redundancy in the Park Sponsorship, Donation and Memorial Contributions Policy #72-08. The Town of Lamont Parks and Recreation Committee has reviewed the two policies and recommend the following amendments.

The Parks and Recreation Committee recommends the following amendments:

Procedure:

(Add) 5. Park amenities will remain on the selected site until the amenity has reached it’s expected life or is deemed undesirable by the Town.

(Adjust Numbering)

(Change) 7. The Town of Lamont may replace vandalized or damaged trees only once.

(Change) 9. Requests are accepted year-round. Park amenity submissions approved after June 1st each year must wait until the following year for installation. Trees are planted in the spring or fall each year. All trees or amenities are subject to availability.

(Add) 13. Refer to the Town of Lamont “Town Asset Commemorative Naming Policy” for naming or renaming of assets.

(Change) 14. The Town of Lamont park sponsorship recognition is based on monetary amounts as follows:

(Change) Sponsorship Levels as below:



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

Bur Oak



Sponsorship Name & Logo on the Town of Lamont Website (including a website link)

Branded "Thank You" In the Town of Lamont year in Review

Named Sponsor or Co-Sponsor of the Annual Picnic in the Park

Featured in all advertising for the unveiling event

Large Leaf on the Sponsorship Tree

\$3,000 +

Brandon Elm



Sponsorship Name & Logo on the Town of Lamont Website (including a website link)

Branded "Thank You" In the Town of Lamont year in Review

Recognition at the Annual Picnic in the Park

Elm Leaf on the Sponsorship Tree

\$2,000—\$2,999

Flowering Crab



Branded "Thank You" In the Town of Lamont year in Review

Recognition at the Annual Picnic in the Park

Flowering Crab Leaf on the Sponsorship Tree

\$500—\$1,999

Amur Maple



Branded "Thank You" In the Town of Lamont year in Review

Maple Leaf on the Sponsorship Tree

\$50—\$499

COMMUNICATIONS

- Promote the updated policy to residents.
- Notify the Lamont Parks and Recreation Committee of the decision.

IMPLICATIONS OF DECISION

These changes will clarify the 2 policies and eliminate redundancies between naming rights or sponsorship, donation, and contribution.



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

FINANCIAL IMPLICATIONS

Policy promotion will encourage participation in the updated Park Sponsorship, Donation and Memorial Contributions policy.


POLICY AND/OR LEGISLATIVE REFERENCES

Town Asset Commemorative Naming Policy # 11-21
Park Sponsorship, Donation and Memorial Contributions Policy #72-08

ATTACHMENTS

1. Town Asset Commemorative Naming Policy # 11-21
2. Park Sponsorship, Donation and Memorial Contributions Policy #72-08
3. Draft Park Sponsorship, Donation and Memorial Contributions Policy

Report Prepared By: Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO: 



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
Policy # 72-08
Corporate Services Committee
November XX, 2021

Park Sponsorship, Donation and Memorial Contributions

POLICY STATEMENT:

The Town of Lamont provides individuals, groups, and organizations with the opportunity to beautify parks in the Town of Lamont by planting trees or installing amenities (benches, tables, and park furnishings) in remembrance, observance or acknowledgement of an appropriate event, occasion or individual.

The Town of Lamont may accept charitable donations or sponsorships.

The Town of Lamont, being a Canadian Municipality, may accept charitable donations for which receipts may be issued for income tax purpose to corporations (Section 110.1(1)(a)(iv)) and to individuals (Section 118.1(1) "Total Charitable Gifts) (d) under the Income Tax Act of Canada.

The Town of Lamont appreciates donations and/or sponsorships and will recognize them in a formal and consistent manner.

PROCEDURE:





1. All applications for the planting of memorial trees or the installation of amenities in our parks must be submitted in writing to the Town of Lamont Parks and Recreation Committee for consideration. Memorial contribution form is available on our website or at the Town office.
2. Donors may choose to have a tree planted and/or a park amenity installed. All items selected must meet the Parks and Recreation Committee standards and both the item and location must be approved by the Committee.
3. Donations must be paid in full prior to the installation of any trees or amenities.
4. The Town of Lamont will maintain trees and amenities according to the maintenance schedule for the selected park. Trees will be pruned and maintained to the same standards as other trees in the park. Amenities will be maintained according to the same schedule as other park amenities.
5. Park amenities will remain on the selected site until the amenity has reached its expected life or is deemed undesirable by the Town.
6. The Town of Lamont may replace a tree that dies within the first two years of planting.
7. The Town of Lamont may replace vandalized or damaged trees only once.
8. Park amenities that are vandalized may be repaired or replaced by the Town of Lamont, with full replacement occurring only once. Should repeat vandalism occur, relocation of the amenity may be required.
9. Requests are accepted year-round. Park amenity submissions approved after June 1st each year must wait until the following year for installation. Trees are planted in the spring or fall each year. All trees or amenities are subject to availability.



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
 Policy # 72-08
 Corporate Services Committee
 November XX, 2021

10. Should donors wish to participate in the planting of a memorial tree or host a commemorative ceremony, they can make arrangements with the Town of Lamont to do so. Donors are responsible for all ceremonial arrangements and associated costs.
11. When a Town of Lamont Employee and/or Councilor is approached to receive a donation, that Employee and/or Councilor shall direct any inquires to the Town Administration Office. The Town of Lamont may exercise its rights to refuse a donation if the donation is deemed inappropriate or undesirable.
12. Upon acceptance of a donation, it shall become the property of the Town of Lamont. Maintenance, repairs, and upkeep of all donated items are the responsibility of the receiving department.
13. Refer to the Town of Lamont "Town Asset Commemorative Naming Policy" for naming or renaming of assets.
14. The Town of Lamont park sponsorship recognition is based on monetary amounts as follows:

Bur Oak	Brandon Elm	Flowering Crab	Amur Maple
			
Sponsorship Name & Logo on the Town of Lamont Website (including a website link)	Sponsorship Name & Logo on the Town of Lamont Website (including a website link)	Branded "Thank You" In the Town of Lamont year in Review	Branded "Thank You" In the Town of Lamont year in Review
Branded "Thank You" In the Town of Lamont year in Review	Branded "Thank You" In the Town of Lamont year in Review	Recognition at the Annual Picnic in the Park	Maple Leaf on the Sponsorship Tree
Named Sponsor or Co-Sponsor of the Annual Picnic in the Park	Recognition at the Annual Picnic in the Park	Flowering Crab Leaf on the Sponsorship Tree	\$50—\$499
Featured in all advertising for the unveiling event	Elm Leaf on the Sponsorship Tree	\$500—\$1,999	
Large Leaf on the Sponsorship Tree	\$2,000—\$2,999		
\$3,000 +			



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
Policy # 72-08
Corporate Services Committee
November XX, 2021

Adopted by Council:	November XX, 2021	Initials:
Motion Number:		
Supersedes:	Motion 44/18	

DRAFT



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
Policy # 72-08
Corporate Services Committee
November XX, 2021

Policy Review

Name (Please Print)	Signature	Date
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DRAFT



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
Policy # 72-08
Corporate Services Committee
February 9, 2018

Park Sponsorship, Donation and Memorial Contributions

POLICY STATEMENT:

The Town of Lamont provides individuals, groups and organizations with the opportunity to beautify Parks in the Town of Lamont by planting trees or installing amenities (benches, table park furnishings) in remembrance, observance or acknowledgement of an appropriate event, occasion or individual.

The Town of Lamont may accept charitable donations or sponsorships.

The Town of Lamont, being a Canadian Municipality, may accept charitable donations for which receipts may be issued for income tax purpose to corporations (Section 110.1(1)(a)(iv)) and to individuals (Section 118.1(1) "Total Charitable Gifts) (d)) under the Income Tax Act of Canada.

The Town of Lamont appreciates donations and/or sponsorships and will recognize them in a formal and consistent manner.

PROCEDURE:

1. All applications for the planting of memorial trees or the installation of Amenities in our Park must be submitted in writing to Town of Lamont Parks and Recreation Committee for consideration. Memorial Contribution form is available on our website or at the Town Office.
2. Donors may choose to have a tree planted and/or a Park Amenity installed. All items selected must meet the Parks and Recreation Committee standards and both the item and location must be approved by the Committee.
3. Donations must be paid in full prior to the installation of any trees or Amenities.
4. The Town of Lamont will maintain trees and Amenities according to the maintenance schedule for the selected Park. Trees will be pruned and maintained to the same standards as other trees in the Park. Amenities will be maintained according to the same schedule as other Park Amenities.
5. The Town of Lamont may replace a tree that dies within the first two years of planting.
6. The Town of Lamont may replace vandalized or damaged trees.
7. Park Amenities that are vandalized may be repaired or replaced by the Town of Lamont, with full replacement occurring only once. Should repeat vandalism occur, relocation of the Amenity may be required.
8. Requests are accepted year-round. Park Amenities may be installed May through October. Trees are planted in the spring and fall.



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
Policy # 72-08
Corporate Services Committee
February 9, 2018

9. Should donors wish to participate in the planting of a memorial tree or host a commemorative ceremony, they may make arrangements with the Town of Lamont to do so. Donors are responsible for all ceremonial arrangements and associated costs.
10. When a Town of Lamont Employee and/or Councilor is approached to receive a donation, that Employee and/or Councilor shall direct any inquires to the Town Administration Office. The Town of Lamont may exercise its rights to refuse a donation if the donation is deemed inappropriate or undesirable.
11. Upon Acceptance of a donation, it shall become the property of the Town of Lamont. Maintenance, repairs and upkeep of all donated items are the responsibility of the receiving department.
12. The Town of Lamont Park Sponsorship recognition is based on amounts as follows:


Town of Lamont Park Sponsorship

Title Sponsorship	Brandon Elm	Flowering Crab	Amur Maple
<p>Named sponsorship (plaque) or naming rights (if appropriate)</p> <p>Sponsorship Name & Logo (with a link to your website) on the Town website</p> <p>Branded "Thank you" in the Town's Year in Review.</p> <p>Featured in any advertising for the "unveiling" event.</p> <p>Large Leaf on the Sponsorship Tree</p> <p>\$3,000 +</p>	<p>Elm Leaf on the Sponsorship Tree.</p> <p>Sponsorship Name & Logo (with a link to your website) on the Town website</p> <p>Branded "Thank you" in the Town's Year in Review.</p> <p>Recognition at the Town's Picnic in the Park</p> <p>\$2,000 - \$2,999</p>	<p>Flowering Crab Leaf on the Sponsorship Tree.</p> <p>Branded "Thank you" in the Town's Year in Review.</p> <p>Recognition at the Town's Picnic in the Park</p> <p>\$500 - \$1,999</p>	<p>Maple Leaf on the Sponsorship Tree.</p> <p>Branded "Thank you" in the Town's Year in Review.</p> <p>\$50 - \$499</p>



Town Of Lamont Policy Manual

Park Sponsorship, Donation and Memorial Contributions
Policy # 72-08
Corporate Services Committee
February 9, 2018

Adopted by Council:	Feb 29, 2018	Initials: 
Motion Number:	44/18	
Supersedes:	Motion 100/17	



Park Sponsorship, Donation and Memorial Contribution Form

Parks & Recreation Committee, Town of Lamont, P.O. Box 330, 5307-50 Ave. Lamont, AB. T0B 2R0
Phone: (780) 895-2010 Fax: (780) 895-2595 Email: Lamontoffice@townlife.com

The Park Sponsorship, Donation and Memorial Contribution policy provides an opportunity to beautify Parks in the Town of Lamont by planting trees or installing amenities (benches, table park furnishings) in remembrance, observance or acknowledgement of an appropriate event, occasion or individual. The Town of Lamont may accept charitable donations or sponsorships.

Requests are accepted year-round. Park Amenities may be installed May through October. Trees are planted in the spring and fall.

Contact Information

Applicant Name: _____

Group/Organization: _____

NOTE: If the applicant is an organization, the person named must have authority to make this application.

Phone Number: _____ Alternate: _____ Email: _____

Address: _____

City: _____ Postal Code: _____

Application Information

Do you have a specific Location Selected: YES ___ NO ___

Please Specify: _____

Please note that final approval of a memorial location is subject to approval by the Parks & Recreation Committee

What item would you like to purchase: Tree ___ Bench ___ Picnic Table ___

Other _____

Dedication/Sponsorship Information

Collection and Use: Personal information is collected under the authority of Section 33(c) of the *Freedom and Information and Protection of Privacy Act* and will be used for managing and administering the Park Sponsorship, Donation and Memorial Contribution. If you have any questions about the collection, use or disclosure of this information, contact the Town of Lamont Office at 780-895-2010



Terms and Conditions

The Applicant, _____ has agreed to purchase
Applicant's name

_____ For installation at
_____.

Both parties agree to the following responsibilities:

The Applicant, _____, shall be responsible to:
Applicant's name

1. Make their payment to Town of Lamont prior to any Trees being planted or Amenities being installed.
2. Make all arrangements and assume any expenses related to any commemoration or dedication ceremony.
3. Identify and hold harmless, the Town of Lamont, its agents, servants and employees from and against all actions, suits, proceedings, or judgements taken against the Town based on the construction and installation of the amenities undertaken by the Town, unless such actions, suit, proceeding or judgement was due to the negligent acts or omissions of the Town of Lamont, its agents, servants or employees.

Town of Lamont shall:

1. Be responsible for the purchase and installation of the agreed upon amenities or planting of the agreed upon tree(s).
2. Be responsible for ensuring that tree(s)/amenities meet the Town of Lamont standards.
3. Be responsible for any damages to any existing equipment or repairs necessary to the site due to the activities carried out by the Town, its agents, servants, employees or contractors while they are installing the amenities or developing the site for this project.
4. Be responsible for the cleaning up and removal of construction fixtures and debris from the site after the installation of the amenities.
5. Retain all the manufacturer warranties in order that the Town can ensure the guarantees under such warranties are carried out.
6. Be responsible for the installation of the amenities and any other work involved in the memorial project. Such responsibility will include securing the construction site in a manner that is safe for the people who are using the park.
7. Identify and hold harmless the applicant, his/her agents, servants and employees from and against all actions, suit, proceedings or judgements taken against the applicant based on the construction and installation of the amenities, or planting of tree(s) undertaken by the Town, unless such action, suit, proceeding or judgement was due to the negligent act or omission of the applicant, his employees, agents or servants.

In witness whereof the parties hereto sign this Agreement on the day and year written below:

Printed-Applicant name	Signature	Date



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.6

COUNCIL MEETING DATE:
November 9, 2021

ITEM DESCRIPTION OR TITLE
Lamont Curling Club Request

RECOMMENDATION

That Council approve the Lamont Curling Club's request for the Town to maintain operations and utility costs of the Lamont Curling Rink until their season starts January 1, 2022.

BACKGROUND

The Lamont Curling Club (LCC) experienced significant financial losses in 2020, due to restrictions implemented by the province. The LLC had to shut down for the season after incurring costs associated with ice making and operational start-up. At the January 26, 2021, Council meeting the decision was made to resume operations and utility costs back dated to December 1, 2020, for the remainder of the curling season.

The LCC has provided quality service and a great recreational amenity that has met the needs of our community since 1980. They have provided excellent facility care over their 40 years in operation, resulting in lowering the cost of maintenance and significant repairs that would have been required.

To ensure they have the financial resources to operate in the future and avoid incurring further losses due to the restrictions implemented by Alberta Health Services, the (LCC) made the decision to postpone the 2021-2022 season until January 2022. The (LLC) is asking Council to approve their request to maintain operations of the curling rink until December 10, 2021 and pay utility costs until January 1, 2022.

If this request is approved, the Town would maintain operations until December 10, 2021, and utility costs until January 1, 2022. If the LCC is unable to operate in the future, the Town would be responsible for these costs indefinitely.

COMMUNICATIONS

Provide the decision to the Lamont Curling Club.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

IMPLICATIONS OF DECISION

Further financial losses to the Lamont Curling Club may impact the LCC's ability to operate in future seasons.

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

FINANCIAL IMPLICATIONS

Utility costs October to Dec 31, 2021 (if approved):

Power: \$5,550

Gas: \$6,000

Water: \$1,200

Total: \$12,750

Utility cost without season operating (October to March 31, 2022):

Power: \$1,060/ month or \$6,300/ season

Gas: \$2,000/ month or \$12,000/ season

Water: \$400/ month or \$2400/ season

Total: \$20,700

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

1. Letter of Request Dated Nov 1, 2021

Report Prepared By: Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO:

November 1, 2021

Town of Lamont CAO, Mayor and Council :

The Curling Club has made a decision to start the curling season in January of 2022. The ice plant will not be started until early December in order to achieve this timing. We feel that it is our responsibility along with the Town to offer a recreational outlet to the town residents, as well as the surrounding area. As everyone is aware, the current "Covid" situation has and will continue to be a financial strain on all clubs, organizations and businesses.

The Curling Club is asking if the Town would consider absorbing the startup costs that occur in Dec of 2021. The Club would look after the remainder of the utility costs which would include the months of January through to April of 2022.

Once again, we would appreciate if the Mayor and Council would take this into consideration and work with the Curling Club in these uncertain and difficult times.

Yours truly,

Bob Starko

Vice President, LCC



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.7

COUNCIL MEETING DATE:
November 9, 2021

ITEM DESCRIPTION OR TITLE

Replace Office Furniture

RECOMMENDATION

THAT Council approve an expenditure of up to \$3500.00 to replace the fire stations' old and damaged office furniture. Funds to be sourced from GL 1-2-2300-540 Building Repair/Maintenance.

BACKGROUND

The current furniture has reached its end of usefulness. The Fire Department has requested a portion of the funds set aside for replacement of flooring, instead, be used towards replacing the old and damaged office furniture.

\$7000.00 was set aside in 2021 (GL 1-2-2300-540 Building Repair/Maintenance) for replacement of flooring and other minor repairs.

Replacement of flooring was postponed due to COVID-19 considerations. The Regional Fire Chief has indicated the Town Fire Station will need to be replaced in the coming years. Replacing floors at the existing fire station will need to be revisited and analyzed in terms of return on investment.

Estimated cost to replace furniture: \$2300.00 - \$3500.00

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Ensures fire station has requisite office furniture.

FINANCIAL IMPLICATIONS

Costs to be funded from GL Building Repair/Maintenance. Approximately \$6,000 remains in the budget item.

POLICY AND/OR LEGISLATIVE REFERENCES

Unbudgeted or Over-Budgeted Expenditures Approval - Policy # 12-17

ATTACHMENTS

Policy # 12-17
Grande & Toy price sheet
Source price sheet

Report Prepared By: Rick Bastow, Chief Administrative Officer

Approved by CAO: 



View Products



ORDER SUMMARY Items Being Ordered

Product Price Quantity Total



Classic 66" Executive Computer Desk

✖ Product Inquiry:

\$1,415

1

\$1,415

+ 66" Executive Desk with 3/4 Box/File Pedestal - PL102/PL197/PL111/PL107

Finishes: Espresso

Product Inquiry:



\$898

1

NEED HELP?



Product Price Quantity Total

+ 1 Full (Box/Box/File) Pedestal - PL166

Product Inquiry:



\$248

1

+ 66" Hutch with 2 Laminate Doors - PL140OH/40LD

Finishes:Espresso

Product Inquiry:



\$269

1



Classic Computer Desk with a Single Pedestal File

Product Inquiry:

\$428

1

\$428

NEED HELP?



Product Price Quantity Total

+ Computer Desk with a Box/Box/File Pedestal - 36"D x 71"W - PL101/166

Finishes: Espresso

Product Inquiry:



\$428

1



Heavy Duty Bookshelves

Product Inquiry:

\$179

1

\$179

+ Classic Series Heavy Duty Bookcase Sizes - PL156

Storage Sizes: 6 Shelf 32"W x 13.75"D x 71"H

Finishes: Espresso

Product Inquiry:



\$179

1

NEED HELP?



Product Price Quantity Total



Opal Task Chair - 251

✖ Product Inquiry:

\$139

2

\$278

Update Order Request

Order totals

Subtotal

\$2,300

Total

\$2,300

Proceed to Checkout

Questions? Need More Information? Get in Touch With An Office Furniture Specialist.

📞 780-482-7444

✉ edmonton@source.ca

NEED HELP?





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NEED HELP?





Shopping Cart

Quick Product Entry +

Product Item(s)	Unit	Qty	Total:

Order Summary

Promotional Code? +

Total Items 4

Subtotal \$2,711.02

GST/HST \$343.43

Total \$3,054.45

Proceed to checkout



Offices to Go Ionic 5-Shelf Bookcase, Dark Espresso, 30" x 12" x 65"

ML65BC-DES

Estimated Delivery in 6-10 days

Delivery Address: Woodbridge ON
L4L9C7 CAN

EA \$330

1

Price
\$332.10



Offices to Go Ionic 60" Dark Espresso Single Pedestal Desk

MLP111-DES

Estimated Delivery in 1-2 days

Delivery Address: Woodbridge ON
L4L9C7 CAN

EA \$466

1

Price
\$466.02

Order Summary

Promotional Code?

Total Items 4

Subtotal	\$2,711.00
GST/H	\$32.00
ST	\$52.43

Tot	\$3,063.43
al	.45

Proceed to checkout



Offices to Go Ionic 72" U-Shaped Dark Espresso Desk Suite

MLP229-DES

Estimated Delivery in 6-10 days

Delivery Address: Woodbridge ON
L4L9C7 CAN

EA \$1 ▾

1

Price
\$1,533.18



Offices to Go Java High-Back Tilter Chair, With Durable Rear Shroud, Black, Fabric Seat/Mesh Back

OTG10902-MS20

Estimated Delivery in 1-2 days

Delivery Address: Woodbridge ON
L4L9C7 CAN

EA \$1 ▾

2

Price
\$379.72

Order Summary

Promotional Code?

Total Items 4


Subtotal	\$2,711.02
GST/H	\$343.43
ST	52.43

Totals \$3,063.45

Proceed to checkout

[Share Cart](#)
[Cancel Order](#)

Order Summary

Promotional Code? 

Total Items 4

Subtotal \$2,711.02

GST/HST \$343.43

Total \$3,054.45

[Proceed to checkout](#)



Town Of Lamont Policy Manual

Unbudgeted or Over-Budgeted Expenditures Approval
Policy # 12-17
Corporate Services Committee
June 24, 2014

12-17 Unbudgeted or Over-Budgeted Expenditures Approval

Statement

Any proposed expenditure of funds which exceeds the current year's approved budget or procedure to authorize and verify expenditures not included in the budget.

Definitions

Emergency Expenditure – an occurrence or situation that could jeopardize the safety, health or welfare of people or the protection of property in the municipality.

Over-Budgeted Expenditure – a budgeted item which actual price exceeds the budget allocation amount.

Unbudgeted Expenditure – an expenditure not included in the interim operating budget, the operating budget or the capital budget for the year.

Policy

Unbudgeted Expenditure

1. If the proposed unbudgeted expenditure is not an emergency nature and does not exceed \$2,500.00, the Chief Administrative Officer or designate may approve the expenditure.
2. If the proposed unbudgeted expenditure is not an emergency nature and exceeds \$2,500.00 (i.e. \$2,501 or more), the expenditure must be approved or ratified by Town Council.

Example

Amount	CAO Approval	Council Approval
\$300.00	Yes	No
\$2,500.00	Yes	No
\$2,501.00	No	Yes
\$2,600.00	No	Yes

3. If the proposed unbudgeted expenditure is for an emergency as determined by the Chief Administrative Officer or the Director of Emergency Management, the Chief Administrative Officer, Director of Emergency Management or designate may approve the expenditure. A formal written report regarding the approval of the expenditure(s) must be provided to Council in an upcoming Council meeting.



Town Of Lamont Policy Manual

Unbudgeted or Over-Budgeted Expenditures Approval
 Policy # 12-17
 Corporate Services Committee
 June 24, 2014

Budgeted Expenditure

- If a budgeted expenditure is over-budget and does not exceed 10% of the budgeted allocation amount to a maximum of \$5,000.00, the Chief Administrative Officer or designate may approve the expenditure.

Ex.

Budget Line Item Amount	10% of the Budget	Overage	CAO Approval	Council Approval
\$1,500.00	\$150.00	\$140.00	Yes	No – Doesn't exceed 10% or the \$5,000 threshold
\$2,500.00	\$250.00	\$251.00	No	Yes – exceeds the 10% threshold.
\$150,000.00	\$15,000.00	\$6,750.00	No	Yes – exceeds \$5,000 maximum

Unbudgeted & Budgeted Expenditures

- The CAO can only approve unbudgeted or over-budgeted expenditures to a combined total maximum of \$8000.00 within each department, annually.
- All other unbudgeted or over-budgeted situations must be brought to council for approval prior to the expenditure occurring.

Adopted by Council:	June 24, 2014	Initials: [Redacted]
Motion Number:	109/14	
Supersedes:	N/A	



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.8

COUNCIL MEETING DATE:
November 9, 2021

ITEM DESCRIPTION OR TITLE
Property Sale

RECOMMENDATION

THAT Council approve the sale of Plan 9623213; Lot L for the sum of \$165,000.00 and subject to conditions of sale as outlined in the Commercial Purchase Contract, removing reference of Town bylaw 04/21 from section 9.3, and attaching Schedule A -Additional Terms and Conditions.

BACKGROUND

In 2019, the Town of Lamont took possession of Plan 9623213; Lot L by municipal acquisition through tax sale. The property was originally listed for sale in April 2020 at a price of \$250,000. The price was reduced in October of 2020 and listed at \$195,000. The number was reduced again in March 2021 and listed at \$185,000. The reduction in listed prices is attributed to changing market conditions.

The 2021 assessed value of the property is \$175,200. The market value of the property, as of November 8, 2021, is estimated to be \$162,000. The estimated market value was determined after consulting with a professional assessor and a local realtor.

It is advisable to remove reference of Town bylaw 04/21 from section 9.3 of the Commercial Purchase Contract Offer. Applying for and qualifying for the rebate is regulated and dictated by the bylaw and the direction of Council and it is not advisable as a contractual term for the sale of the land. Conditions of sale can be found in the Commercial Purchase Contract and Schedule A -Additional Terms and Conditions. The Commercial Purchase Contract sets out the closing process, price, etc., but then, Schedule A is attached to that contract to say the contract applies, BUT is subject to Schedule A.

COMMUNICATIONS

If approved, the purchaser will be notified of authorized price and subject to conditions of sale.

IMPLICATIONS OF DECISION

The Town is obligated to sell as close as reasonably possible to market value.

FINANCIAL IMPLICATIONS

Tax Levy in 2019 was \$5,091.40.

POLICY AND/OR LEGISLATIVE REFERENCES

Municipal Government Act Section (424), Section (425), Section (427)

ATTACHMENTS

Commercial Purchase Contract
Schedule A

Report Prepared By: Rick Bastow, Chief Administrative Officer

Approved by CAO: 



Contract Number

COMMERCIAL PURCHASE CONTRACT

THE SELLER

Between and

THE BUYER

Name THE TOWN OF LAMONT

Name Randhawa PAUNEET SINGH

Name

Name Randhawa JASPREET KAUR GURPREET Gill.

1. THE PROPERTY

1.1 The Property is:

(a) the land located

at: Municipal Address: [Redacted]

Legal description: Plan 9623213 Block/Unit Lot L

Excepting thereout all mines and minerals unless otherwise stated

(the "Lands")

(b) all buildings and other improvements on the Lands (the "Buildings");

(c) these unattached goods:

(d) the attached goods except for:

(e) the following tenancies where the seller is the landlord and the buyer is assuming these leases ("Accepted Tenancies"), or as described in the schedules selected as attached in clause 9.1

If the Property is a condominium, the legal description and details are as described in the Commercial Condominium Property Schedule, selected as attached in clause 9.1 below.

2. PURCHASE PRICE AND COMPLETION DAY

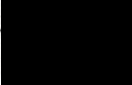
2.1 The purchase price is: \$ 418,000.00 165,000.00 plus GST (the "Purchase Price")

2.2 With respect to GST payable if the buyer is:

(a) not a GST registrant under the Excise Tax Act (Canada), then the buyer shall remit the applicable GST to the seller's lawyer on or before the Completion Day. The seller shall remit the GST to the Receiver General as required by law, and will indemnify and save the buyer harmless from and against all costs and expenses (including legal fees on a solicitor-client fee indemnity basis) that the buyer may incur or become subject to as a result of the seller's failure to remit GST pursuant to this clause; or

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Seller's Initials



Buyer's Initials

 AREA

(b) a GST registrant under the *Excise Tax Act* (Canada), then the buyer will provide the seller with proof and details of the buyer's GST registration before the Completion Day. The buyer will assume the liability for all GST payable pursuant to the *Excise Tax Act* (Canada) accruing in respect of this transaction and will indemnify and save the seller harmless from and against all costs and expenses (including legal fees on a solicitor/client full indemnity basis) that the seller may incur become subject to as a result of the buyer failing to comply with its obligations pursuant to this clause.

2.3 This contract will be completed, the Purchase Price fully paid, and vacant possession given to the buyer at 12 noon on ~~JANUARY 28, 2022~~ (the "Completion Day"), subject to the rights of the tenants in the Accepted Tenancies, if any. December 6, 2021 [REDACTED]

2.4 After the date that acceptance of this contract is communicated, the seller shall not make any changes to any of the leases pertaining to the Accepted Tenancies without the buyer's consent in writing.

2.5 The seller represents and warrants that on the Completion Day, the Property will be in substantially the same condition as when the contract was accepted, and the attached and unattached goods will be in normal working order.

3. GENERAL TERMS

3.1 In fulfilling this contract, the seller and buyer agree to act reasonably and in good faith and agree that:

- (a) unless the seller, buyer or both have agreed to alternate representation, the seller and buyer are each represented by their own sole agent and those agents have no agency responsibility to the other party;
- (b) the laws of Alberta apply to this contract;
- (c) Alberta time applies to this contract. Time is of the essence, which means times and dates will be strictly followed and enforced;
- (d) Business Day means every day but Saturday, Sunday and statutory holidays and includes all the hours of the day;
- (e) a reference to the seller or buyer includes singular, plural, masculine, feminine or an entity like a corporation;
- (f) the seller will disclose known Material Latent Defects. Material Latent Defects means a defect in the Property that is not discoverable through a reasonable inspection and that will affect the use or value of the Property;
- (g) the seller and buyer are each responsible for completing their own due diligence and will assume all risks if they do not;
- (h) the seller will ensure the seller's representations and warranties are true by:
 - (i) reviewing documents such as a Real Property Report (RPR), land title, registrations on title, leases and contracts;
 - (ii) determining non-resident status for income tax purposes;
 - (iii) conducting due diligence searches, such as litigation and personal property security registry searches; and
 - (iv) doing other needed research;
- (i) the buyer may get independent inspections or advice on items such as condominium documents, land title, registrations on title, RPR, current and future use, building and mechanical systems, property insurance, title insurance, size of the Lands and Buildings, interior and exterior measurements, leases, estoppel certificates pertaining to Accepted Tenancies, registrations affecting the unattached goods and attached goods, and other items important to the buyer;
- (j) sections 12 and 13 of the *Condominium Property Act* (Alberta) relating to sale of units by developers and rescission purchase agreements do not apply;
- (k) contract changes that are agreed to in writing will supersede the pre-printed clauses;
- (l) the seller and buyer will read this contract and seek relevant advice before signing it;

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- (m) the brokerages, real estate board and listing services may keep and disclose relevant information about this transaction for reporting, statistical, property evaluation and closing purposes; and
- (n) the Seller's (seller's or buyer's) brokerage will provide this contract and related documents to the appointed lawyers for the purpose of closing this contract.

4. DEPOSITS

- 4.1 The seller and buyer agree that clauses 4.2 through 4.9 are the terms of trust for the Deposits. "Deposits" means the amounts payable under clauses 4.3 and 4.4, and "Deposit" means either of them.
- 4.2 The seller and buyer appoint Realty Advisors Alberta as trustee (the "Trustee") for the Deposits.
- 4.3 The buyer will pay a deposit of \$ 5000. which will form part of the Purchase Price, to the Trustee by CHEQUE / DRAFT (method of payment) on or before With in 5 working days of acceptance.
- 4.4 The buyer will pay an additional deposit of \$ -, which will form part of the Purchase Price, to the Trustee by - (method of payment), on or before -.
- 4.5 If the buyer fails to pay a Deposit as required by this contract, the seller may void this contract at the seller's option by giving the buyer written notice. The seller's option expires whenever the seller accepts a deposit, even if late.
- 4.6 The Trustee will deposit the Deposits into a trust account within three Business Days of receipt.
- 4.7 Interest on the Deposits will not be paid to the seller or buyer.
- 4.8 The Deposits will be held in trust for both the seller and buyer. Provided funds are confirmed, the Deposits will be disbursed, without prior notice, as follows:
 - (a) to the buyer, if after this contract is accepted:
 - (i) a condition is not satisfied or waived in accordance with clause 8.4;
 - (ii) the seller voids this contract for the buyer's failure to pay an additional deposit in the case where an initial deposit has been paid by the buyer; or
 - (iii) the seller fails to perform this contract;
 - (b) to the seller, if this contract is accepted and all conditions are satisfied or waived, and the buyer fails to perform this contract; or
 - (c) applied against the Fee owed by the seller by payment directly out of trust to the brokerage(s), with any excess amount paid trust to the seller's lawyer no later than three Business Days prior to the Completion Day. "Fee" means the amount, plus GST owed to a real estate brokerage under a written service agreement.
 - (d) If the seller or buyer fails or refuses to complete this contract, the other party may seek all remedies, such as claims for deposits and damages, and reasonable costs including legal fees and disbursements on a solicitor/client full indemnity basis.
- 4.9 The disbursement of Deposits, as agreed to in this clause, will not prevent the seller or buyer from pursuing remedies in clause 12.

5. LAND TITLE

- 5.1 Title to the Property will be free of all encumbrances, liens and interests except for:
 - (a) those implied by law;
 - (b) non-financial obligations now on title, such as easements, utility rights-of-way, covenants and conditions that are normally found registered against property of this nature; and
 - (c) the following encumbrances that the buyer agrees to accept:

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6. REPRESENTATIONS AND WARRANTIES

6.1 The seller represents and warrants to the buyer that:

- (a) the seller has the legal right to sell the Property;
- (b) the seller is not now nor, will it be on the Completion Day a non-resident for the purposes of the *Income Tax Act* (Canada) nor an agent or a trustee for any person with an interest in the Property who is a non-resident of Canada;
- (c) no one else has a legal right to the included attached and unattached goods.
- (d) the current use of the Lands and Buildings complies with the existing municipal land use bylaw and any restrictive covenant on title;
- (e) the location of the Buildings and land improvements:
 - (i) are on the Lands and not on any easement, right-of-way or neighbouring lands unless there is a registered agreement on title or, in the case of an encroachment into municipal lands or a municipal easement or right-of-way, the municipality has approved the encroachment in writing.
 - (ii) complies with any restrictive covenant on title and municipal bylaws, regulations and relaxations, or the Buildings and improvements are "non-conforming buildings" as defined in the *Municipal Government Act* (Alberta);
- (f) known Material Latent Defects, if any, have been disclosed in writing in this contract;
- (g) any government and local authority notices regarding the Property lack of permits for any development on the Property, or notices regarding any environmental conditions or problems known to the seller have been disclosed in writing in this contract;
- (h) there is no legal action outstanding with respect to the Property;
- (i) the Property is in compliance with all applicable environmental laws;
- (j) the seller is not in breach of any contract with respect to the Property which gives rise to an interest in land, including but not limited to, any leases related to Accepted Tenancies
- (k) any leases pertaining to the Accepted Tenancies are valid and in good standing; and
- (l) the seller is not in breach of any obligation to any third party with respect to the Property which gives rise to an interest in land.

6.2 The representations and warranties in this contract including any attached Schedules:

- (a) are made as of, and will be true at, the Completion Day; and
- (b) will survive completion and may be enforced after the Completion Day as long as any legal action is commenced within the time limits set by the *Limitations Act* (Alberta).

7. DISCLOSURE

7.1 Within 12 Business Days after the date that acceptance of this contract is communicated, the seller will provide to the buyer true copies of all agreements, documents, reports and other materials respecting the Property that are in the possession or control of the seller (the "Disclosure Documents"), including but not limited to: copies of Permitted Encumbrances; copies of leases with respect to Accepted Tenancies; financial records and statements respecting the Property; any operating agreements that the buyer is to assume; all engineering, mechanical, electrical, plumbing, roof, heating, ventilation, construction or similar reports, assessment plans, drawing, specifications, relevant correspondence or work orders; environmental reports; and Geo Technical + Site survey report. If the Property is a condominium, the Disclosure Documents shall include condominium documents as detailed in the Condominium Documents Schedule, selected as attached in clause 9.1.

7.2 The buyer will keep all information obtained from the seller in strict confidence and will only make such information available to those of buyer's employees, agents and professional advisors on a need to know basis. Should this transaction not be completed, the buyer will return the Disclosure Documents including all copies to the seller immediately.

7.3 The buyer may enter upon the Property for the purpose of conducting its investigations about the state of the Property, subject to the following:

- (a) the rights of any tenants;
- (b) the buyer shall not carry out any destructive or physically invasive testing, except with the prior written consent of the seller and shall repair all damage resulting from its investigations;
- (c) the buyer shall obtain the seller's prior consent as to the timing and length of any inspections;
- (d) in conducting its investigations, the buyer shall use commercially reasonable efforts to minimize disruption of the current use of the Property; and
- (e) the buyer shall indemnify and save the seller harmless from all claims, damages, losses or liabilities of any kind (including legal fees on a solicitor/client full indemnity basis) resulting from the buyer's investigations upon the Property.

7.4 The seller will provide the buyer with such written authorizations and other assistance when reasonably required by the buyer to facilitate the buyer's inspections, reviews and tests, to satisfy its conditions.

8. CONDITIONS

8.1 The seller and buyer will:

- (a) act reasonably and in good faith in trying to satisfy their own conditions, including making reasonable efforts to fulfill them.
- (b) pay for any costs related to their own conditions, except for the providing of documents in the Condominium Documents Condition (if applicable); and
- (c) will obtain professional advice with respect to GST applicable to the transaction.

8.2 Buyer's Conditions

The buyer's conditions are for the benefit of the buyer and are:

(a) Financing

This contract is subject to the buyer securing new financing from a lender of the buyer's choice and with terms satisfactory to the buyer, before 9:00 P.m. on November 30, 2021. The seller will cooperate by providing access to the Property on reasonable terms.

(b) Due Diligence

This contract is subject to the buyer's satisfaction with the results of its review of the Disclosure Documents and its inspection of the Property, before 9:00 P.m. on November 30, 2021. The seller will cooperate by providing access to the Property on reasonable terms.

(c) Additional Buyer's Conditions:

before _____ .m. on _____, 20____

8.3 Seller's Conditions

The seller's conditions are for the benefit of the seller and are:

Subject to town of Lamont Council approvals on or before Nov 12/2021

before 9:00 P.m. on NOV 12, 2021

8.4 Each party will give the other written notice that:

- (a) a condition is unilaterally waived or satisfied on or before the date upon which it expires. If not, this contract will end after the time indicated for that condition; or
- (b) a condition will not be waived or satisfied prior to the date upon which it expires. This contract will end upon that notice being given.

9. ATTACHMENTS AND ADDITIONAL TERMS

9.1 The selected documents are attached to and form part of this contract:

- Certificate of Title for the Lands;
- Commercial Condominium Property Schedule
- Condominium Documents Schedule
- Financing Schedule (Seller Financing, Mortgage Assumption, Other Value);
- Addendum;
- Accepted Tenancies
- Other _____

9.2 If the Property is a condominium, to the best of the seller's knowledge and to be verified by the buyer, the total current monthly condominium contribution for the Property is \$ _____

9.3 The parties agree that the following additional terms shall form a binding part of this contract:

* Title insurance is offered or deal paid by Buyer.
 * there is NO TAX on improvements for 3 years from year built as per by Law 0421.

10. CLOSING PROCESS

Closing Documents

10.1 As applicable, the closing documents will be:

- (a) transfer of land (the "Transfer") in registerable form;
- (b) statement of adjustments;
- (c) bill of sale for any unattached goods;
- (d) estoppel certificates for each of the Accepted Tenancies along with assignment of leases;
- (e) GST indemnity certificate;
- (f) RPR (if not yet provided); and
- (g) such other closing documents reasonably requested by the seller's lawyer or the buyer's lawyer

(the "Closing Documents"). The Closing Documents will include an RPR(s) showing the current improvements on the Property according to the Alberta Land Surveyors' Association Manual of Standard Practice, with evidence of municipal compliance or non-conformance and confirming the sellers' warranties about the Lands and Buildings. This obligation will not apply if there are no structures on the Lands. The buyer or buyer's lawyer must have a reasonable amount of time to review the RPR(s) prior to submitting the transfer documents to the Land Titles Office.

Closing Procedure

10.2 The seller or the seller's lawyer will deliver the Closing Documents to the buyer or buyer's lawyer upon reasonable trust conditions for a commercial property transaction, including delivery within a reasonable time before the Completion Day to allow for confirmation of registration of documents at the Land Titles Office, obtain the advance of mortgage proceeds, and verify of the transfer of other valuable items.

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10.3 If a new mortgage is a condition of this contract, the seller agrees to trust conditions that allow the buyer's lawyer to register the Transfer so as to obtain the advance of mortgage funds on the new mortgage, provided however that the buyer's lawyer undertake accepts, and complies with reasonable trust conditions imposed by the seller's lawyer until the seller has been paid the total Purchase Price.

Payments and Costs

10.4 The Purchase Price (other than Deposits) shall be paid by certified cheque, bank draft or solicitor's trust cheque.

10.5 All normal adjustments for the Property including but not limited to taxes, local improvement levies and assessments, municipal charges, rents, utilities, monthly condominium contributions, tenant deposits including interest, prepaid rent, and mortgage principal and interest that are applicable with respect to the Property will be the seller's responsibility for the entire Completion Day and thereafter assumed by the buyer.

10.6 The seller's lawyer may use the Purchase Price to pay and discharge all of the seller's financial obligations related to the Property. The seller's lawyer will provide the buyer's lawyer with evidence of all discharges including, where required, a certified copy of the certificate of title and, if the Property is a condominium, an estoppel certificate evidencing the payment of all condominium contributions that are the seller's obligation to pay, within a reasonable time after the Completion Day.

10.7 If the seller has entered into a written service agreement with a real estate brokerage, the seller instructs the seller's lawyer to honor the terms of that agreement, including the Fee and other costs payable to the seller's brokerage.

10.8 The seller will have the right to register a seller's caveat against the title to the Property and the buyer shall have the right to register a buyer's caveat against the title to the Property, upon the date that acceptance of this contract is communicated.

10.9 The seller will pay the costs to prepare the Closing Documents, costs to end any existing tenancies that are not Accepted Tenancies and provide vacant possession to the buyer and costs to prepare, register and discharge any seller's caveat based on this contract.

10.10 The buyer will pay the costs to prepare, register and discharge any buyer's caveat based on this contract and to register the Transfer and mortgage, if applicable.

Completion Day Delays

10.11 If the seller fails to deliver the Closing Documents in accordance with clause 10.2, then:

- (a) the buyer's payment of the Purchase Price and late interest will be delayed until the buyer or buyer's lawyer has received the Closing Documents and has a reasonable time to review and register them, obtain the advance of mortgage financing, and verify the transfer of other value items, as applicable; and
- (b) if the buyer is willing and able to close in accordance with this contract and wants to take possession of the Property, then the seller will give the buyer possession upon reasonable terms which will include the payment of late interest only on the amount of mortgage being obtained by the buyer at the interest rate of that mortgage.

10.12 If the seller has complied with clauses 10.1 and 10.2, but the buyer is not able to close in accordance with this contract, then:

- (a) the seller may, but is not obligated to, accept late payment of the Purchase Price and give the buyer possession upon reasonable terms; and
- (b) if the seller agrees to accept late payment of the Purchase Price and, whether or not possession is granted, the buyer will pay late interest at the prime lending rate of the ATB Financial at the Completion Day plus 3% calculated daily from and including the Completion Day to (but excluding) the day the seller is paid in full. Payment received after 12 noon on any day will be payment as of the next Business Day.

11. INSURANCE

11.1 The seller bears the risk of loss or damage to the Property until the Purchase Price is paid. If such loss or damage occurs before the Purchase Price is paid, any insurance proceeds will be held in trust for the seller and buyer based on their interests.



12. REMEDIES

- 12.1 If the seller or buyer fails or refuses to complete this contract, the other party may seek all remedies, such as claims for Deposits and damages, and reasonable costs including legal fees and disbursements on a solicitor/client full indemnity basis.
- 12.2 On buyer default, if the seller must restore the Property title, enforce a lien against the Property or regain possession of the Property, the seller may seek all remedies, such as claims for damages, and all reasonable costs including legal fees and disbursements on a solicitor/client full indemnity basis.
- 12.3 The seller and the buyer agree that the Property is unique. On seller default, the buyer may make a claim for specific performance and other remedies.

13. NOTICE AND DOCUMENTS

- 13.1 A notice under this contract means a written document, including notices required by this contract, and this contract when accepted.
- 13.2 A notice is effective at the time the document is delivered in person or sent by fax or email.
- 13.3 Giving notice means the document is transmitted by one of these methods, and regardless of the method, the notice document is recognized as an original document.
- 13.4 For documents that require a signature, an electronic signature, as defined in the *Electronic Transactions Act* (Alberta), or a digitized signature will have the same function as an ink signature.

14. AUTHORIZATION

- 14.1 The seller and buyer may each authorize a representative to send and receive notices as described above. Once authorized, notices will be effective upon being delivered in person or sent by fax or email to the authorized representative.

The seller authorizes: _____

The buyer authorizes: _____

Seller's Brokerage:

Buyer's Brokerage:

Name: Realty Advisor Alberta

Name: Initia Real Estate

Address: _____

Address: 101, 7809-109 ST NW
Edmonton AB T6G 1C6

Brokerage Representative:

Brokerage Representative:

Name: Dan Cholak

Name: MIR Khan

Phone: [REDACTED] Fax: _____

Phone: [REDACTED] Fax: [REDACTED]

Email: [REDACTED]

Email: [REDACTED]

- 14.2 If the seller or the buyer does not authorize a brokerage, then:

The seller authorizes:

The buyer authorizes:

Name: _____

Name: _____

Phone: _____ Fax: _____

Phone: _____ Fax: _____

Address: _____

Address: _____

Email: _____

Email: _____

- 14.3 If the authorization information changes, the seller and buyer agree to give written notice to the other party as soon as the change is known so that future notices may be sent to the proper person and place.

This form was developed by the Alberta Real Estate Association for the use of its members and may not be altered electronically by any person. Others use this document do so at their own risk.

15. CONFIRMATION OF CONTRACT TERMS

15.1 The seller and buyer confirm that this contract sets out all the rights and obligations they intend for the purchase and sale of the Property and that:

- (a) this contract is the entire agreement between them; and
- (b) unless expressly made part of this contract, in writing:
 - (i) verbal or written collateral or side agreements or representations or warranties made by either the seller or buyer, the seller's or buyer's brokerage or agent, have not and will not be relied on and are not part of this contract; and
 - (ii) any pre-contractual representations or warranties, howsoever made, that induced either the seller or buyer into making this contract are of no legal force or effect.

Seller's Initials _____

Buyer's Initials 

16. LEGAL OBLIGATIONS BEGIN


16.1 The legal obligations in this contract begin when the accepted contract is delivered in person or sent by fax or email. The obligation binds the seller and the buyer as well as their heirs, administrators, executors, successors and assigns.

17. OFFER

17.1 The buyer offers to buy the Property according to the terms of this contract.

17.2 This offer/counter offer shall be open for acceptance in writing until _____:_____.m. on _____, 20_____.

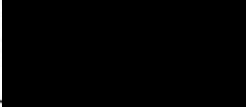
SIGNED AND DATED at Edmonton, Alberta at 3:00 P.m. on October 30, 2021

* 
Signature of Buyer or Authorized Signatory of Buyer

Signature of Witness

Print Name of Buyer or Authorized Signatory of Buyer

Print Name of Witness

* 
Signature of Buyer or Authorized Signatory of Buyer

Signature of Witness

Print Name of Buyer or Authorized Signatory of Buyer

Print Name of Witness

Buyer's GST # _____



18. ACCEPTANCE

18.1 The seller agrees to sell the Property according to the terms of this contract.

SIGNED AND DATED at _____, Alberta at _____ : _____ .m. on _____, 20_____.

Signature of Seller or Authorized Signatory of Seller

Signature of Witness

Print Name of Seller or Authorized Signatory of Seller

Print Name of Witness

Signature of Seller or Authorized Signatory of Seller

Signature of Witness

Print Name of Seller or Authorized Signatory of Seller

Print Name of Witness

Seller's GST # _____

INFORMATION

The following is for information purposes and has no effect on the contract's terms:

REJECTION

I/we do not accept this offer/counter offer. No counter offer is being made.

SIGNED AND DATED at _____, Alberta at _____ : _____ .m. on _____, 20_____.

Signature of Seller or Authorized Signatory of Seller

Signature of Buyer or Authorized Signatory of Buyer

Signature of Seller or Authorized Signatory of Seller

Signature of Buyer or Authorized Signatory of Buyer

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CONVEYANCING INFORMATION

Seller's Information:

Address: _____

Phone: _____ Fax: _____

Lawyer's Name _____

Firm: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Buyer's Information:

Address: _____

Phone: _____ Fax: _____

Lawyer's Name _____

Firm: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

This form was developed by the Alberta Real Estate Association for the use of its members and may not be altered electronically by any person. Others use this document do so at their own risk.

36_JAN2019_AREA©

Seller's Initials

Buyer's Initials

Pa



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0026 811 753 9623213;;L 192 242 912

LEGAL DESCRIPTION
PLAN 9623213
LOT L
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 3.28 HECTARES (8.11 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
ATS REFERENCE: 4;19;55;17;NE

MUNICIPALITY: TOWN OF LAMONT

REFERENCE NUMBER: 072 670 624

REGISTRATION	DATE (DMY)	REGISTERED OWNER(S) DOCUMENT TYPE	VALUE	CONSIDERATION
192 242 912	07/10/2019	NOTIFICATION OF MUNICIPAL ACQUISITION	\$230,000	TAX FORFEITURE

OWNERS

THE TOWN OF LAMONT.
OF BOX 330, LAMONT
ALBERTA T0B 2R0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
5268KQ	17/06/1957	UTILITY RIGHT OF WAY GRANTEE - ATCO GAS AND PIPELINES LTD. 10035-105 ST EDMONTON ALBERTA T5J2V6 AS TO PORTION OR PLAN:3011KS "AS TO FIRST PORTION" (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 012029102)

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
192 242 912

REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

822 156 034 14/07/1982 CAVEAT
RE : EASEMENT
CAVEATOR - LAMCO GAS CO-OP LTD.

TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 30 DAY OF
OCTOBER, 2021 AT 11:16 A.M.

ORDER NUMBER: 42990040

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

Schedule "A"
To the Commercial Purchase Contract

Additional Terms and Conditions

BUYER: Ramdhawa Pavneet Singh, Ramdhawa Jaspreet Kaur, Gurpreet Gill

SELLER: Town of Lamont

LEGAL DESCRIPTION: Plan 9623213; Lot L

The terms of this schedule replace, modify or add to the terms of the agreement of purchase and sale (the "**Commercial Purchase Contract**") to which this schedule is attached. Where there is any inconsistency between the terms of this Schedule and the Commercial Purchase Contract, the provisions of this Schedule shall prevail.

Condition of the Property

1. The Buyer acknowledges that the Seller has not given any representations or warranties regarding the title to or the condition of the lands included in the Commercial Purchase Contract (the "**Property**") or the chattels located thereon, and that it shall accept the Property and chattels located thereon "as is, where is". Specifically, and without limiting the generality of the foregoing, the Buyer further covenants and agrees that the Seller has not provided any representations, warranties, promises or collateral agreements with respect to:
 - (a) the presence or absence in, on or upon the Property of any unregistered utility lines, easements or rights of way, nor any hazardous substances, hydrocarbons, or any other form of environmental contamination whatsoever;
 - (b) the acreage or area of the Property, and that the Purchase Price shall be paid by the Buyer regardless of the actual acreage or area of the Property;
 - (c) any approval of or consent to any proposed subdivision, use or development of the Property;
 - (d) the current servicing of the Property, nor whether or not the Property are currently serviced with any municipal or other services;
 - (e) whether there is legal action outstanding with respect to the Property;
 - (f) the suitability of the Property for the Buyer's intended use and development, or the Property' current or future compliance with laws, bylaws, regulations or codes applicable to the Property; or
 - (g) the working order of any chattels located on the Property;

and in all respects the Buyer has relied upon its own due diligence investigations respecting the Property. Without restricting any of the foregoing, the Buyer covenants and agrees that it shall accept, and be responsible for, any and all latent and patent defects which may affect the Property (regardless of representations and disclosures by the Seller, or lack thereof), and waives all present and future claims or causes of action in contract or in tort in relation to all or any of the forgoing.

Disclosure

- 2. The Buyer acknowledges that other than a registrable transfer of land and statement of adjustments, the Seller shall not be required to produce any other documents of any kind respecting the Property. Without limiting the generality of the foregoing, the Seller shall not be obligated to provide site surveys, real property reports, compliance certificates or environmental reports respecting the Property. The Buyer is relying exclusively on the information and documents obtained through its own investigation of the Property, and not on any information provided or to be provided by the Seller.

Assignment

- 3. In the event that the Buyer wishes to assign the Commercial Purchase Agreement to an individual, person or corporation other than the original parties to this Agreement, the Buyer shall require that the new Buyer agrees and enters into an assignment and assumption of the Contract and this Schedule with the Seller prior to the Completion Date.

Closing and Registration

- 4. The Buyer acknowledges and agrees that there may and will likely be a delay in respect of the registration of the transfer of land as contemplated within the Commercial Purchase Contract. The Buyer shall, at its sole cost and expense, obtain title insurance (only gap coverage) in order to permit the unconditional and irrevocable release of the Purchaser Price (as defined under the Commercial Purchase Contract) to the Seller on the Completion Date.

Buyer Signature

Buyer Signature

Buyer Signature

Date



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: November 9, 2021

ELECTED OFFICIAL: Colleen Holowaychuk

REPORT PERIOD: October 27-November 9, 2021

Boards and Committees:

- **Lamont Public Library Meeting November 1, 2021**
 - **Minutes to follow after approval at December meeting.**
 - **Next meeting scheduled for Dec 6, 2021.**

- **Lamont High School Parent Council Meeting November 1, 2021**
 - **Fall enrolment – 308 students with a budget of \$2.5million.**
 - **School is seeing a real need for social services in the community.**
 - **Family School Liaison Worker has been extremely busy with both Lamont Jr/High School and Lamont Elementary students.**
 - **School has implemented a daily mental health curriculum.**
 - **Athletics have been welcomed back with enthusiasm.**
 - **October Staff professional development was focused on First Nations Metis and Inuit understandings and inclusive education.**
 - **A Christmas formal day has been planned for December 20, 2021. They will be collecting donations from community partners in order to provide a free Christmas dinner to all students. All donations will be thankfully and graciously accepted.**
 - **Next meeting is scheduled for at January 10, 2022 via zoom.**

Town of Lamont Business:

-

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: November 9, 2021

ELECTED OFFICIAL: Dave Taylor

REPORT PERIOD: Oct. 26 – Nov. 3, 2021

Boards and Committees:

- **Nov. 1: Lamont Catering Club**
 - **Transfer chair to Perry Koroluk**
 - **New agreements reviewed and approved**

Town of Lamont Business:

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:

- **Oct. 31: Lamont Light-Up set-up**

CAO REPORT

FOR THE PERIOD ENDING Nov 3, 2021

HIGHLIGHTS:

October 21, 2021

- Complete 2021 AMSC Wage & Compensation survey.
- Weekly Operations and Infrastructure meeting - Analysis of year to date.
- Chief Administrative Officer - RCMP - Discussion of policing services in the Town of Lamont.

October 25, 2021

- Weekly finance meeting - Analysis of year to date.
- Economic Development Meeting – Discuss programs and support with Government of Alberta.

October 26, 2021

- Review 2021 Operations - Weekly review with Deputy Chief Administrative Officer.
- Planning - 2022 Capital Budget.

October 27, 2021

- COVID 19 Update for Municipalities.
- Utility Cost Recovery Analysis.
- Economic Development - Research and plan preparation.

October 29, 2021

- Weekly Operations and Infrastructure meeting - Analysis of year to date.
- Review infrastructure grant programs.
- Meeting with Regional Fire Chief.

November 1, 2021

- Economic Development Meeting – Discuss programs and support with Government of Alberta.

November 2, 2021, 2021

- Economic Development - Research and plan preparation.
- Review infrastructure grant programs with Ministry of Transportation.
- CREPP - Bi-weekly COVID meeting.
- Utility Cost Recovery Analysis

November 3, 2021

- COVID 19 Update for Municipalities.

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING November 9, 2021

HIGHLIGHTS

STAFF

- 1 Staff completed Arena Operations Level 2 training
- 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

- Facility Operations has been modified to accommodate the public health orders, including sanitizing, capacity limits, and operational measures.
- Trailer dump has been winterized for the season.
- Operations has been working with groups to ensure public health orders and restrictions are implemented smoothly, to keep recreational facilities open.
- Hillside cook shack has been winterized and shut down for the season.

Transportation Maintenance

- Ally-way apron and tight access area work has initiated will continue in 2022.
- Regular maintenance of annexed roads will be done internally. Lamont County has agreed to support on an as needed basis.

Parks & Recreation

- Playground project is ongoing, safety surface (sand) been added, new boarder material has been delivered, and new signage at Campbell Playground will be developed and installed.
- Splash Park has been winterized and shut down for the season.
- Hillside Pond fountain has been removed.
- Stump Grinding has started.

Utilities

- Lagoon discharge in line with Wastewater Federal Sampling and Reporting Requirements.
 - Past alleged violations have been cleared.
- Annual Sewer Flushing completed.
- Annual hydrant flushing completed.
- Waste, organics and recycle collection request for proposal has closed and is currently under review.
- Culvert repairs have been initiated.

Projects & Requests:

- Trail Lighting Project- work scheduled to start in December.
- Quonset Repair- Work scheduled to be completed by end of November.

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING November 9, 2021

- AV Upgrade Project- Investigated options to increase internet speeds without success, further av upgrades have been identified and equipment have been ordered.
- Sanitary Trunk Line Project- Relining RFP is closed, evaluation of proponents is underway.
- Whistle Cessation project- Report has been completed, information will be coming to council in 4th quarter.
- Held a meeting with Resilient Rurals committee, to discuss community infrastructure risk.

Description	2021 Budget	Targeted Amount Oct.	2021 Actual Oct.	Variance	% of Completion	2021 - Oct.	2020 - Oct.	Increase/ (Decrease)	Percentage	Note
REVENUE										
General Revenue	(2,713,173)	(2,652,923)	(2,643,512)	(69,661)	97%	(18,750)	(16,033)	(2,717)		
Administration	(344,348)	(286,957)	(320,507)	(23,841)	93%	(3,990)	(310)	(3,680)		
By Law	(4,200)	(3,500)	(3,841)	(359)	91%	(118)	(1,457)	1,339		
Strs. & Road	(514,919)	(429,099)	(511,247)	(3,672)	99%	0	(690)	690		
Storm Sewer	0	0	(55)	55	0%	0	0	0		
Water	(580,049)	(483,374)	(370,651)	(209,398)	64%	(975)	(1,437)	461		
Sewer	(278,184)	(231,820)	(316,626)	38,442	114%	(207,716)	(59)	(207,657)		
Garbage	(344,417)	(287,014)	(233,174)	(111,243)	68%	0	0	0		
Cemetery	(2,037)	(1,698)	(800)	(1,237)	39%	0	0	0		
Planning & Subdivision	(2,537)	(2,114)	(1,594)	(943)	63%	0	(279)	279		
Hall	(10,000)	(8,333)	(7,975)	(2,025)	80%	0	(508)	508		
Arena	(47,887)	(39,906)	(77,746)	29,859	162%	(9,911)	(58,677)	48,765		
Park	(211,347)	(176,123)	(14,305)	(197,042)	7%	0	0	0		
Curling Rink	(500)	(417)	0	(500)	0%	0	(200)	200		
FCSS	0	0	0	0	0%	0	0	0		
TOTAL REVENUE	(5,073,398)	(3,454,613)	(4,636,515)	(436,883)	91%	(250,017)	(82,992)	(167,025)		
EXPENSE										
Council	140,633	117,194	87,745	52,888	62%	8,769	6,779	1,990		
Administration	727,789	606,491	514,939	212,850	71%	42,596	47,445	(4,848)		
Fire	32,878	27,398	21,024	11,854	64%	1,004	1,541	(537)		
Disaster Service	1,500	1,250	60	1,440	4%	0	0	0		
By-Law	65,176	54,313	22,030	43,146	34%	1,576	2,065	(489)		
Public Work	225,939	188,283	151,270	74,669	67%	10,402	35,002	(24,600)		
Street & Road	449,900	374,917	277,727	172,173	62%	24,865	22,335	2,529		
Storm Sewer	11,400	9,500	526	10,874	5%	0	92	(92)		
Water	632,896	527,413	494,799	138,097	78%	39,408	20,455	18,953		
Sewer	65,265	54,388	21,948	43,317	34%	8,105	3,674	4,431		
Garbage	399,763	351,303	321,468	78,295	80%	23,642	24,791	(1,149)		
Family Community & Cemetery	23,375	19,479	15,484	7,891	66%	0	800	(800)		
Town Beautification	17,500	14,583	4,367	13,133	25%	0	0	0		
Planning & Subdivision	108,300	90,250	60,997	47,303	56%	10,605	3,587	7,017		
Hall	136,546	113,788	103,026	33,520	75%	6,093	10,112	(4,020)		
Arena	289,580	241,317	164,037	125,543	57%	15,946	18,091	(2,145)		
Park	107,613	89,678	78,391	29,222	73%	11,161	706	10,454		
Curling Rink	42,813	35,678	35,323	7,490	83%	1,352	2,532	(1,180)		
FCSS & School Fund	548,077	456,731	320,192	227,885	58%	0	66,332	(66,332)		
Total Expense	4,026,943	3,373,953	2,695,354	1,331,589	67%	205,524	266,339	(60,815)		

Description	2021 Budget	Targeted Amount Oct.	2021 Actual Oct.	Variance	% of Completion	2021 - Oct.	2020 - Oct.	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	38,617	25,518	20,822	55%	3,713	169,596	(165,883)	-98%	
storm Sewer	32,500	27,083	6,000	26,500	18%	6,000	0	6,000	0%	
Water	0	0	0	0	0%	0	0	0	0%	
Sewer	1,045,625	871,354	295,390	750,235	28%	0	0	0	0%	
Planning & Subdivision	0	0	0	0	0%	0	0	0	0%	
Hall	0	0	0	0	0%	0	0	0	0%	
Arena	146,800	122,333	119,467	27,333	81%	0	0	0	0%	
Park	136,255	113,546	31,969	104,286	23%	710	0	710	0%	
Curling Rink	0	0	0	0	0%	0	0	0	0%	
Total Capital Programs	1,407,520	1,172,933	478,344	929,176	34%	10,423	169,596			



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,

CLOSED SESSION NOTICE

November 9, 2021

Service Recognition

- *FOIP Section 17(1) – Disclosure Harmful to Personal Privacy*