

# Council Package

January 11, 2022



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**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
January 11, 2022**

**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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**2. DELEGATIONS**

**2.1. MOTION FOR ACCEPTANCE OF DELEGATION**

**3. CORRESPONDENCE**

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**3.2. Go East Annual General Meeting Minutes – November 30, 2021 .....Page 12**

**4. NEW BUSINESS**

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**7. CLOSED SESSION**

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**8. ADJOURNMENT**



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
December 14, 2021  
Regular Meeting of Council**

**HELD BY ZOOM MEETINGS**

**PRESENT:**

|                     |                                      |
|---------------------|--------------------------------------|
| Kirk Perrin         | Mayor                                |
| Jody Foulds         | Councillor                           |
| Linda Sieker        | Councillor                           |
| Al Harvey           | Councillor                           |
| Perry Koroluk       | Councillor                           |
| Colleen Holowaychuk | Councillor                           |
| <br>                |                                      |
| Rick Bastow         | Chief Administrative Officer         |
| Dawn Nielsen        | Deputy Chief Administrative Officer  |
| Tyler Edworthy      | Director Operations & Infrastructure |
| Robert Mu           | Finance 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**

- Addition of Item 4.20 – Councillor Absence

**MOTION: 293/21 Councillor Sieker:** That the Council Agenda be accepted as amended.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**ADOPTION OF MINUTES:**

- a) Meeting Minutes – November 23, 2021

**MOTION: 294/21 Councillor Harvey:** That the Minutes of the November 23, 2021 Council Meeting be accepted as presented.

**CARRIED**

**DELEGATIONS:**

- None.

**CORRESPONDENCE:**

- Lamont Health Care Centre Regular Board Meeting Minutes October 28, 2021
- City of Cold Lake – College of Physicians and Surgeons
- Letter to Municipalities of Lakeland
- Elk Island Public Schools – Annual Education Results Report
- Utility Safety Partners – Rebrand
- Alberta Recreation & Parks Association – Congratulatory Letter
- Loans to Local Authorities – Loan Pricing

**MOTION: 295/21 Councillor Holowaychuk:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS:**

**2022 November Financial Statement and Over Budget Analysis**

**MOTION: 296/21 Councillor Foulds:** That Council receive the 2022 November financial statement and over budget analysis as information and that Council approve the current over-budget expenditures.

**CARRIED**

**Unused Vacation**

**MOTION: 297/21 Councillor Holowaychuk:** That Council direct Administration to pay \$9,701.16 to compensate staff for unused vacation, with cost to be reflected in the 2021 Administration-salaries line item.

**CARRIED**

**Bylaw 06-21, 2022 Fees and Charges**

**MOTION: 298/21 Councillor Sieker:** That Council give first reading to Bylaw 06-21, 2022 Fees and Charges.

**CARRIED**

**MOTION: 299/21 Councillor Harvey:** That Council give second reading to Bylaw 06-21, 2022 Fees and Charges.

**CARRIED**

**MOTION: 300/21 Councillor Foulds:** That Council give unanimous consent to proceed to third reading of Bylaw 06-21, 2022 Fees and Charges.

**CARRIED**

**MOTION: 301/21 Councillor Holowaychuk:** That Council give third reading to Bylaw 06-21, 2022 Fees and Charges.

**CARRIED**

**Bylaw 07-21, Capital Debenture Borrowing Bylaw**

**MOTION: 302/21 Councillor Foulds:** That Council give first reading to Bylaw 07-21, Capital Debenture Borrowing Bylaw.

**CARRIED**

**Salary and Wage Increase**

**MOTION: 303/21 Councillor Harvey:** That Council approve the Option – I of an increase of 2% for staff's compensation effective on January 1<sup>st</sup>, 2022.

**CARRIED**

**Policy Update – Council Remuneration and Expense Policy**

**MOTION: 304/21 Councillor Holowaychuk:** That Council approve the revisions to Policy #11-06, Council Remuneration and Expense Policy.

**CARRIED**

**2022 Interim Operating Budget**

**MOTION: 305/21 Councillor Harvey:** That Council authorize an Interim Operating Budget in the amount of approximately 40% of the 2021 Operating Budget until such time that the 2022 Budget is approved.

**CARRIED**

**Transfer of Tax Recovery Costs to Tax Rolls**

**MOTION: 306/21 Councillor Foulds:** That Council authorize the costs to be transferred to the tax rolls as itemized in the attached Schedule "A".

**CARRIED**

**Transfer of Utilities to Property Taxes**

**MOTION: 307/21 Councillor Harvey:** That Council authorize the transfer of outstanding utilities over 90-days to their individual tax rolls as per Schedule "A".

**CARRIED**

**Unanimous Consent Given**

**MOTION: 308/21 Councillor Harvey:** That Council direct Administration to review the policy and bylaw in relation to utility collections and see if an alternative methodology can be found in dealing with delinquent accounts.

**CARRIED**

**Utility Write-Offs**

**MOTION: 309/21 Councillor Koroluk:** That Council authorize the utility bill write-offs in the amount of \$823.21, as per the presented list.

**CARRIED**

**Capital Region Assessment Services Commission**

**MOTION: 310/21 Councillor Koroluk:** That Council accept the 2022-2024 Memorandum of agreement and direct administration to enter into the 3-year agreement.

**CARRIED**

**Committee Member Appointment – Parks and Recreation**

**MOTION: 311/21 Councillor Holowaychuk:** That Council appoint Krista Skinner and Matthew Levicki to the Parks and Recreation Committee for a two year term expiring December 31, 2023.

**CARRIED**



**Lamont Catering Club Request**

**MOTION: 312/21 Councillor Koroluk:** That Council approve the Lamont Catering Club's request for the Town to waive the License Fee of \$5,000.00 for 2021.

**CARRIED**

**Lamont High School Christmas Dinner**

**MOTION: 313/21 Councillor Holowaychuk:** That Council approve a donation of \$150.00 to Lamont High School Parent Advisory Council to be put towards a Christmas dinner for the students.

**CARRIED**

**COVID-19 Public Health Measures**

**MOTION: 314/21 Councillor Sieker:** 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**

**Bylaw Enforcement**

**MOTION: 315/21 Councillor Koroluk:** That Council receive the update on bylaw enforcement as information.

**CARRIED**

**Service Recognition**

**MOTION: 316/21 Councillor Foulds:** That Council accept the report as information.

**CARRIED**

**Planting for the Future Project**

**MOTION: 317/21 Councillor Holowaychuk:** That Council direct Administration to draft a letter of support for the Planting for the Future project.

**CARRIED**

**Council Code of Conduct Bylaw**

**MOTION: 318/21 Councillor Sieker:** That Council accept the Council Code of Conduct Bylaw review for information.

**CARRIED**

**Councillor Absence**

**MOTION: 319/21 Councillor Foulds:** That Council accept Councillor Taylor’s absence due to prior volunteer commitments.

**CARRIED**

**REPORTS:**

**Council Reports:**

|                               |                          |
|-------------------------------|--------------------------|
| <b>Mayor Perrin</b>           | Written report attached. |
| <b>Councillor Taylor</b>      | Absent.                  |
| <b>Councillor Harvey</b>      | Written report attached. |
| <b>Councillor Koroluk</b>     | Nothing to report.       |
| <b>Councillor Sieker</b>      | Written report attached. |
| <b>Councillor Foulds</b>      | Written report attached. |
| <b>Councillor Holowaychuk</b> | Written report attached. |

**Staff Reports:**

|  |                          |
|--|--------------------------|
| <b>CAO</b>                                       | Written report attached. |
| <b>Director, Operations &amp; Infrastructure</b> | Written report attached. |
| <b>Finance Officer</b>                           | Written report attached. |
| <b>Fire</b>                                      | Written report attached. |

**MOTION: 320/21 Councillor Harvey:** That Council accept the reports as presented.

**CARRIED**

**NOTICES OF MOTION:** GIVEN that Bylaw 06-21 Fees and Charges is presented and;

GIVEN that Fees and Charges are a revenue stream for the Town and;

Given that the current schedule does not reflect cost recovery rates nor dates when the rates were changed and;

Given that the changes noted above were verbally agreed to be incorporated the last time the topic was reviewed and;

Given that an understanding of the history of the rates charged will assist in decision making for changes to rates and;

Given that an understanding of the current cost recovery related to rates, often compared to other communities when available, assist in decision making for changes to rates and;

Given that many municipalities have dedicated resources to level of service reviews, of which the noted fees and charges schedule is an important component therefore;

BE IT RESOLVED THAT Council for the Town of Lamont directs administration to add two columns to schedule A of Bylaw 06-21 Fees and Charges to show, the cost recovery rate achieved with the current fees and charges listed for individual rates or where needed in aggregate, and provide a listing of when the rates were last changed. These changes to be incorporated into the next presentation of the fees and charges in about 12 months.

**MOTION: 321/21 Councillor Sieker:** That Council extend the meeting past 9:00 p.m.

**CARRIED**

**CLOSED SESSION:**

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

**MOTION: 322/21 Councillor Foulds:** That Council convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Section 17(1) of the *Freedom of Information and Protection of Privacy Act* at 8:49 p.m.

**CARRIED**

**MOTION: 323/21 Councillor Holowaychuk:** That Council revert to regular Council meeting session at 9:10 p.m.

**CARRIED**

**MOTIONS ARISING FROM CLOSED SESSION:**

**MOTION: 324/21 Councillor Foulds:** That Council deny the request to waive tax penalties on tax roll 16800.

**CARRIED**

**ADJOURNMENT:** Mayor Perrin adjourned the meeting at 9:13 p.m.

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Mayor

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Chief Administrative Officer

**TOWN OF LAMONT PUBLIC LIBRARY BOARD MEETING  
December 6, 2021 – 7:00pm @ Lamont Public Library**

**PRESENT:** Kelly VanDeurzen, Erin Thomas, Greg Huxley, Stephanie Walker,  
Present via Zoom: David Diduck, Colleen Holowaychuk, Dinah Sudyk,

**ABSENT:** Bonnie Fawcett, Michelle Selensky, Al Harvey

**MEETING CALLED TO ORDER AT: 7:11 PM**

1. **APPROVE AGENDA:** Kelly requests additions to New Business on the agenda:  
5. Christmas Break Plans, 6. Board Elections, 7. Change meeting date in January due to  
Stat, 8. Syd Joseph Award

Greg moves to adopt the agenda as amended. Dinah seconds.

**PREVIOUS MINUTES:**

Kelly requests that the Account Balance be corrected to \$32,081.62 as the 2 cents was missing/cut-off. Colleen moves to approve the previous minutes as amended. Greg seconds.

**TREASURER'S REPORT:**

Chequing Account Balance: \$ 30,960.98

Syd Joseph Account: \$2,042.70

Dinah moves the treasurers report be adopted as presented. Erin seconds. All in favour. Passed.

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

1. Michelle subbing over winter break – Michelle regrets she was unable to attend the meeting.
2. Credit Card – Signed minutes are at the bank. Stephanie needs to go to ATB to sign paperwork. Stephanie will also need to sign library credit card agreement forms.

**NEW BUSINESS:**

1. New printer/copier/fax machine – Stephanie will look into this and present information to the board next month.
2. New computer & monitor – This has been ordered and should be here soon.
3. Bylaw forwarded – Kelly forwarded the information from Al. Template will need to be completed and presented to the Town. Kelly will work on this and bring it to the board for approval at next meeting. Then we will take it to the Town of Lamont Council following that.
4. Christmas Break Plans – The library has always been open between Christmas and New Years if that is how it fell. Stephanie is willing to work between the holidays. Stephanie will look into cancelling the van run for December 29, 2021
2. Board Elections – Discussion around tabling until January, 2021. Erin moves that we table Board elections until January 2022. Greg seconds.

3. Change meeting date in January due to Stat – Jan 3 is the in lieu stat day for January 1. Greg moves that we move the meeting until January 10, 2022. Dinah seconds.
4. Syd Joseph Award – Stephanie found file for this award that includes award requirements. We will need to seek input from our librarian and school administration regarding nomination.

### **LIBRARIAN'S REPORT:**

Stephanie:

Total Allotment: \$11,645.05

Expended: \$3934.91

Encumbered: \$1159.17

Approximate free balance: \$6550.75

Will put in one more order before the end of the year and then we will get another allotment in January.

Michelle filled in Nov 9 & 10. We were closed Nov 11.

Book shelves for book sale set up.

Waiting for new computer and monitor. It should arrive soon.

Training this month about pulling reports. Garfield books are our top request.

FCSS Youth Groups have started again in the Library.

New Member November we had 8 new sign ups.

Book sale has been slow. Will likely leave shelves up longer.

December book displays are up. Will put up winter decorations.

Will send Alberta Library Trustees invoice to Dinah. All of our information is current. All board members should be able to set up their accounts and access information from this platform. Stephanie will forward this information to the board.

### **CORRESPONDANCE:**

Between Greg C and Kelly – Greg C wants us to make sure we are culling books responsibly. Grad photos were set up in the library space and was left up overnight during our hours. Kelly emailed Greg C. requesting more information and request acknowledgement for our use of the library in the evenings. Kelly requests further notice when things are going to be left up in the library. Greg C. said that they had planned to use a different space but had a last minute change.

### **ROUND TABLE:**

Colleen – Had a conversation with EIPS superintendent. Colleen is not in conflict. Colleen also explained the issues with not having public library hours during the day. Colleen is willing to work with Greg C. to see if we can get these hours back as the superintendent also feels this is something that we can work toward again. We should look into ensuring that inappropriate content is blocked. Stephanie will ask Northern Lights about this. Colleen also noted that north door would not be an option due to cost of constructing sidewalks. Colleen suggests we look into doing something with the door that gives access to the school. Colleen will keep working on her end to move this forward as much as she can.

Colleen – asks when Angela works at the library. Dinah believes that it is MWF. Would we be able to staff the daytime hours? This is something that we would need to look into regarding Public Library budget.

Colleen – attended Northern Lights Library Systems meeting. Is there anything that Colleen should be doing at or after these meetings. If it applies to us then let us know.

Merry Christmas and happy holidays everyone!

**NEXT MEETING: January 10, 2021 @ 7:00pm at the school if protocols allow, otherwise via Zoom. It will be made available via zoom for those unable to attend in person.**

Erin moves that we adjourn the meeting. Dinah seconds.

**MEETING ADJOURNED AT: 8:04PM**



**Annual General Meeting Minutes  
Tuesday, November 30, 2021  
Virtual – Online Zoom**

**Board of Directors**

Present: Jennifer Filip (Chair), Yvonne Brown (Treasurer), Kara Brown (Director), Kevin Kisilevich (Director), Jerrold Lemko (Director), Jana Rosychuk (Director)

**Others Present**

Danielle Charette (Office Administrator & Meeting Secretary, not a voting member)  
Other non-voting Go East team members: Jolene Kisilevich, Kristen Gusnowski, Rebecca Isbister. All other participants on last page of this document

**Proceedings:**

**Call to Order**

Jennifer Filip called the meeting to order at 10:02 a.m.

**Welcome**

Jennifer Filip welcomed all attendees. She asked for a motion to approve the report as presented.

**Adoption of the Agenda**

Jennifer Filip asked if there were any additions to the agenda. There were no additions or revisions to the agenda.

*Motion: Kara Brown moved that the agenda be accepted as presented. Seconded by Larry Tiedemann. Carried.*

**Approval of January 25, 2021 Annual General Meeting Minutes**

Jennifer Filip asked if there were any comments or revisions to the minutes of the January 25, 2021 Annual General Meeting. She asked for a motion to approve the minutes from the January 25, 2021 Annual General Meeting.

*Motion: Jerrold Lemko moved that the minutes of the January 25, 2021 Annual General Meeting be approved as presented. Seconded by Jennifer Johnson. Carried.*

**Chairperson's Report**

Jennifer Filip presented the Chairperson's report. She asked for a motion to approve the report as presented.

*Motion: Travis Schiewe moved that the report be accepted as presented. Seconded by Jana Rusychuk. Carried.*



**Year End Financial Reports**

The Balance Sheet, Statement of Income, and Retained Earnings for the year ended November 30, 2020 from Cripps & Associates Accountants was submitted by Donna Jenson and presented by Danielle Charette. She supplied a summary of the items listed on the reports as submitted in the meeting package.

*Motion: Cheryle Eikeland moved that the Financial Reports be approved as submitted.  
Seconded by Shantell Bielesch. Carried.*

**2020 Membership List**

The 2020 Membership Listing for the year ended November 30, 2020 was submitted by Donna Jenson for information.

**Introduction of the Executive and Board Members**

Jennifer Filip introduced board members as listed in the AGM package to those in attendance.

**Elections – Description of Positions & Nominees**

Jennifer Filip provided a description of the positions available as outlined in the list provided in the meeting package.

Jerrold Lemko asked for nominations for director positions on the board (x3). Jerrold Lemko moved to cease nomination. All in favor. Carried.

Jerrold Lemko asked for nominations for Chair. Yvonne Brown nominated Jennifer Filip to continue as Chair. Jerrold Lemko asked if there were any other nominations from the floor (x3). Jerrold Lemko moved to cease nomination. All in favor. Carried

Jennifer Filip asked for nominations for Vice-Chair. Kevin Kisilevich nominated Jerrold Lemko as Vice-Chair. Seconded by Jana Rosychuk. Jennifer Filip asked if there were any other nominations from the floor (x3). Jennifer Filip moved to cease nomination. All in favor. Carried.

Jennifer Filip asked if there were any nominations for Treasurer. Kara Brown nominated Yvonne Brown as Treasurer. Seconded by Jerrold Lemko. Yvonne Brown accepted to let her name stand as Treasurer. Jennifer Filip asked if there were any other nominations from the floor (x3). Jennifer Filip moved to cease nomination. All in favor. Carried.

Jennifer Filip asked if there were any nominations for Meeting Secretary. Kara Brown nominated Danielle Charette as Meeting Secretary. Seconded by Shantell Bielesch. All in favor. Carried.

Jennifer asked for a motion to nominate Kara Brown for Board of Director. Yvonne Brown nominated Kara Brown. Seconded by Jana Rosychuk. All in favor. Carried.

Jennifer Filip asked for nominations for Managing Directors. Kara Brown nominated Kevin Kisilevich as Managing Director. Seconded by Cheryle Eikeland. All in favor. Carried.

Jennifer Filip asked a motion to nominate Alexa Prodaniuk for Board of Directors position. Kevin Kisilevich nominated Alexa Prodaniuk. Seconded by Kara Brown. All in favor. Carried.

Jennifer Filip asked a motion to nominate Jana Rosychuk for Board of Directors position. Jerrold Lemko nominated Jana Rosychuk. Seconded by Kevin Kisilevich. All in favor. Carried.

**2020-21 Marketing and Tourism Development Projects & Activities**

Kevin Kisilevich, Go East of Edmonton Marketing & Development/Director Go East RTO, provided a verbal presentation with slides on the 2020 through to 2021 Marketing and Tourism Development Projects and Activities. Questions and discussion followed.

Jennifer Filip thanked Kevin Kisilevich for his presentation.

**Adjournment**

Jennifer Filip adjourned the meeting at 11:30 a.m.

Tourism Partners Roundtable followed the meeting adjournment.

**November 30, 2021 AGM Attendees**

1. Michelle Wright – Smoky Lake Region
2. Trudy Smith – Chipman
3. Jennifer Johnson – Innisfree
4. Jocelyne Lanovaz – Mannville
5. Ian MacEachern – Sedgewick
6. Eiblis Doherty – Strathcona County
7. Della Hughes – Edgerton
8. Cheryle Eikeland – Marwayne
9. Douglas Catt – Lamont
10. Kevin Kinzer – Killam
11. Nolan Lewis – Sedgewick
12. Carley Herbert – Wainwright
13. Alex Fuller – Lac La Biche
14. Regan Coyne – Elk Island National Park
15. Paige Berkholtz – Hay Lakes
16. Rachel Farr – Vegreville Ag Society
17. Anya Langkow – Vegreville
18. Raelene Coffey – Wetaskiwin
19. Diane Jenkinson – Bonnyville
20. Travis Schiewe – Holden
21. Kevin Pare – Lac La Biche
22. John Mondal – Lac La Biche
23. Shaina George – Flagstaff County
24. Linda Peereboom – Provost & District Museum
25. Darcy Skarsen – Bonnyville
26. Al Harvey – Lamont
27. Alexa Prodaniuk – MD of Bonnyville
28. Larry Tiedemann – Tofield
29. Shantell Bielesch – Mannville
30. Leslie Cusack – Vermillion River
31. Leroy Kunyk – Vilna
32. Lorie Czuroski – Glendon
33. Rachael Dragun – Athabasca
34. Kelsie Norton – Beaver Hills Biosphere Reserve Association
35. Arthur Lewandowski – Fort Saskatchewan
36. Colette Borgun – Lac La Biche
37. Village of Mannville
38. Arnold Ronaniuk – Two Hills
39. Tammy Thompson – Vilna
40. Charlyn Moore – Lac La Biche
41. Donna Rudolf – Myrnam



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

**AGENDA ITEM:** 4.1

**COUNCIL MEETING DATE:**

January 11, 2022

**ITEM DESCRIPTION OR TITLE**

2022 Tax Recovery Public Auction Date

**RECOMMENDATION**

That Council approve the amended date of March 24, 2022 for the public auction.

**BACKGROUND**

The original date was scheduled for February 24 and administration is asking that we move the date to March 24, 2022. We still meet the deadline to hold an auction as per the MGA deadline of March 31.

**COMMUNICATIONS**

Demand letters have been personally delivered to the owner of the property and the renter in attempts to resolve this issue without going to auction.

The Tax Recovery Auction publication in the Alberta Gazette is set for January 31, 2022 and the Lamont Leader on March 2, 2022 as per the MGA.

**IMPLICATIONS OF DECISION**

N/A

**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

**ATTACHMENTS**

N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



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

**AGENDA ITEM:** 4.2

**COUNCIL MEETING DATE:**  
January 11, 2022

**ITEM DESCRIPTION OR TITLE**  
Proposed 2022 Council Training

**RECOMMENDATION**  
THAT Council accept the 2022 training options as information.

**BACKGROUND**  
Administration has begun the process of identifying training opportunities for Council to undertake in 2022. Options include but are not limited to legal, policy, economic development, media and financial. Administration is requesting Council's feedback on preferred training options. A updated list of options will be presented to Council at the January 25, 2022 Regular Council meeting.


**COMMUNICATIONS**  
N/A

**IMPLICATIONS OF DECISION**  
N/A

**FINANCIAL IMPLICATIONS**  
N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**  
N/A

**ATTACHMENTS**  
N/A

Report Prepared By: Rick Bastow, Chief Administrative Officer  
Approved by CAO: 



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

AGENDA ITEM: 4.3

**COUNCIL MEETING DATE:**  
January 11, 2022

**ITEM DESCRIPTION OR TITLE**

**Female Hockey Day**

**RECOMMENDATION**

THAT Council approve the request by Lamont Minor Hockey to waive the cost of ice for 2 hours of ice January 29, 2022, in support of Female Hockey Day.

**BACKGROUND**

Female Hockey Day is celebrated throughout Alberta, by many minor hockey associations. This day is to promote females in sport and encourage participation.

In celebration of this day Lamont Minor Hockey is hosting a community hockey practice, power skating session, and game for female participants under 18. They will advertise the event in local schools, social media, and news paper.

Lamont Minor Hockey will provide coaches and volunteers for the event and ask that Council approve the 2 hours of ice in support of their efforts. Administration has worked with the event organizers to ensure all COVID-19 restrictions are followed.

**COMMUNICATIONS**

Communicate Council's decision to Lamont Minor Hockey  
Assist in the promotion of the event.

**IMPLICATIONS OF DECISION**

Promote healthy, active lifestyle.  
Promote Female sport and activity.

**FINANCIAL IMPLICATIONS**

\$220.00 lost arena revenue

**POLICY AND/OR LEGISLATIVE REFERENCES**

N/A



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

**ATTACHMENTS**

1. Letter of request Lamont Minor Hockey

Report Prepared By: Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO:

A handwritten signature in black ink, appearing to be the initials "TE" followed by a flourish.

December 17, 2021

The Honorable Kirk Perrin  
Mayor, Town of Lamont  
5307-50 Ave  
Lamont, AB T0B 2R0

Dear Mayor Kirk Perrin:

I am a volunteer coach with Lamont Minor Hockey and writing on behalf of the Association. January 29<sup>th</sup> is Alberta's Female Hockey Day. This day is used to celebrate all female hockey players/ supporters of female hockey and to encourage new females to find a passion for the sport. Female Hockey Day is a great opportunity for the Town of Lamont to work with Lamont Minor Hockey Association to welcome new players and offer a community building event. Alberta Hockey is encouraging Minor Hockey Associations to celebrate the day by planning various activities. Our hope is that on January 29<sup>th</sup>, we can plan on and off ice activities that will benefit our current female hockey players, coaches and volunteers as well as invite new players to try out the sport.

I am asking for approximately 3 hours of ice time plus the use of the meeting room to be donated by the Town of Lamont. Further planning will develop in the new year once ice time slots are confirmed.

Thank you for your time and consideration.

Sincerely,

Lisa Holt







## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: January 11, 2022**

**ELECTED OFFICIAL: Jody Foulds**

**REPORT PERIOD: December 9, 2021 to January 5, 2022**

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### **Boards and Committees:**

- **December 11, 2021 – full day orientation training with the St. Michael Solid Waste Commission in Chipman, AB**

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

- N/A

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

- N/A

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

- N/A



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: January 11, 2022**

**ELECTED OFFICIAL: Linda Sieker**

**REPORT PERIOD: December 14, 2021– January 6 ,2022**

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### **Boards and Committees:**

- **December 15 Lamont County Housing Foundation Budget Meeting**

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

- **N/A**

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

- **N/A**

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

- **December 21 Town of Lamont – Service Recognition Presentation**

# CAO REPORT

FOR THE PERIOD ENDING JANUARY 5, 2022

## HIGHLIGHTS:

December 15, 2021

- Alberta HUB meeting
- COVID-19 update for municipalities

December 16, 2021

- CAO – RCMP meeting
- GoA update on Broadband

December 17, 2021

- Weekly finance meeting, analysis of year to date
- Municipal Affairs Virtual Grant Funding Meeting
- Economic Development research

December 20, 2021

- Analysis of year to date

December 21, 2021

- Annual staff recognition/Christmas Lunch

December 25, 2021 – January 3, 2022

- Office Closed

## MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING January 11, 2022

## HIGHLIGHTS

### STAFF

- Tracking and reviewing self-isolation requirements and regular coordination of staffing schedules over the holiday break.

### Facilities

- Monitor changing public health measures/ trends and implement operational measures.
- Operations has been working with groups to ensure public health orders and restrictions are implemented smoothly, to keep recreational facilities open.
- Transition of Curling Rink operations to the Curling Club.

### Transportation Maintenance

- There were several snow-fall events. Crews completed the street clearing in line with priorities identified in the snow clearing Policy.
- Icy road conditions called for ice breaking on roadways.
- Regular maintenance and snow removal of annexed roads.
- Monitoring snow fence at 2 sites including 54 St and Hillside Park has seen a minor reduction in drifting.

### Parks & Recreation

- Outdoor rink development and maintenance will be ongoing through the winter.

### Utilities

- 2 mainline water valves were replaced. This will allow operations to isolate 50<sup>th</sup> Avenue in case of an emergency and deduce risk to the community.

### Projects & Requests:

- Trail Lighting Project- design and planning started in December, construction set for mid-January.
- AV Upgrade Project- Some delays in product delivery, work to commence in January.
- Sanitary Trunk Line Project- Relining work will begin January 2022 (weather dependent).
- 2022 capital Infrastructure planning and request for proposal development has initiated.

| Description                 | 2021 Budget        | Targeted Amount<br>Dec. | 2021 Actual<br>Dec. | Variance         | % of<br>Completion | 2021 - Dec.      | 2020 - Dec.      | Increase/<br>(Decrease) | Percentage | Note |
|-----------------------------|--------------------|-------------------------|---------------------|------------------|--------------------|------------------|------------------|-------------------------|------------|------|
| <b>REVENUE</b>              |                    |                         |                     |                  |                    |                  |                  |                         |            |      |
| General Revenue             | (2,713,173)        | (2,718,173)             | (2,693,619)         | (19,554)         | 99%                | (30,663)         | (16,745)         | (13,918)                |            |      |
| Administration              | (344,348)          | (344,348)               | (325,685)           | (18,663)         | 95%                | (621)            | (5,113)          | 4,491                   |            |      |
| By Law                      | (4,200)            | (4,200)                 | (5,210)             | 1,010            | 124%               | (601)            | (120)            | (481)                   |            |      |
| Strs. & Road                | (514,919)          | (514,919)               | (511,247)           | (3,672)          | 99%                | 0                | 0                | 0                       |            |      |
| Storm Sewer                 | 0                  | 0                       | (55)                | 55               | 0%                 | 0                | 0                | 0                       |            |      |
| Water                       | (580,049)          | (580,049)               | (469,450)           | (110,599)        | 81%                | (3,566)          | (90,581)         | 87,014                  |            |      |
| Sewer                       | (278,184)          | (278,184)               | (344,857)           | 66,673           | 124%               | (57)             | (26,750)         | 26,694                  |            |      |
| Garbage                     | (344,417)          | (344,417)               | (291,473)           | (52,944)         | 85%                | 0                | (57,124)         | 57,124                  |            |      |
| Cemetery                    | (2,037)            | (2,037)                 | (1,600)             | (437)            | 79%                | 0                | 0                | 0                       |            |      |
| Planning & Subdivision      | (2,537)            | (2,537)                 | (2,145)             | (392)            | 85%                | (223)            | (447)            | 224                     |            |      |
| Hall                        | (10,000)           | (10,000)                | (8,584)             | (1,416)          | 86%                | 0                | 0                | 0                       |            |      |
| Arena                       | (47,887)           | (47,887)                | (79,268)            | 31,381           | 166%               | (1,061)          | 0                | (1,061)                 |            |      |
| Park                        | (211,347)          | (211,347)               | (223,105)           | 11,758           | 106%               | (208,800)        | 0                | (208,800)               |            |      |
| Curling Rink                | (500)              | (500)                   | 0                   | (500)            | 0%                 | 0                | 0                | 0                       |            |      |
| FCSS                        | 0                  | 0                       | 0                   | 0                | 0%                 | 0                | 0                | 0                       |            |      |
| <b>TOTAL REVENUE</b>        | <b>(5,073,398)</b> | <b>(3,912,868)</b>      | <b>(4,973,300)</b>  | <b>(100,098)</b> | <b>98%</b>         | <b>(123,815)</b> | <b>(196,880)</b> | <b>73,065</b>           |            |      |
| <b>EXPENSE</b>              |                    |                         |                     |                  |                    |                  |                  |                         |            |      |
| Council                     | 140,633            | 140,633                 | 108,798             | 31,835           | 77%                | 10,278           | 6,573            | 3,704                   |            |      |
| Administration              | 727,789            | 727,789                 | 625,892             | 101,897          | 86%                | 59,776           | 41,112           | 18,664                  |            |      |
| Fire                        | 32,878             | 32,878                  | 26,784              | 6,094            | 81%                | 4,366            | 1,147            | 3,219                   |            |      |
| Disaster Service            | 1,500              | 1,500                   | 60                  | 1,440            | 4%                 | 0                | 0                | 0                       |            |      |
| By-Law                      | 65,176             | 65,176                  | 24,928              | 40,248           | 38%                | 788              | 1,531            | (743)                   |            |      |
| Public Work                 | 225,939            | 225,939                 | 177,619             | 48,320           | 79%                | 13,750           | 35,062           | (21,313)                |            |      |
| Street & Road               | 414,900            | 414,900                 | 340,718             | 74,182           | 82%                | 29,658           | 10,144           | 19,514                  |            |      |
| Storm Sewer                 | 11,400             | 11,400                  | 1,884               | 9,516            | 17%                | 1,358            | 14,254           | (12,896)                |            |      |
| Water                       | 667,896            | 667,896                 | 623,605             | 44,291           | 93%                | 89,787           | 21,347           | 70,469                  |            |      |
| Sewer                       | 65,265             | 65,265                  | 40,556              | 24,709           | 62%                | 7,955            | 19,797           | (11,842)                |            |      |
| Garbage                     | 399,763            | 399,763                 | 368,778             | 30,985           | 92%                | 23,667           | 23,491           | 176                     |            |      |
| Family Community & Cemetery | 23,375             | 23,375                  | 15,484              | 7,891            | 66%                | 0                | 0                | 0                       |            |      |
| Town Beautification         | 17,500             | 17,500                  | 17,077              | 423              | 98%                | 830              | 0                | 830                     |            |      |
| Planning & Subdivision      | 108,300            | 108,300                 | 69,763              | 38,537           | 64%                | 5,810            | 8,899            | (3,089)                 |            |      |
| Hall                        | 136,546            | 136,546                 | 117,918             | 18,628           | 86%                | 7,529            | 10,828           | (3,299)                 |            |      |
| Arena                       | 304,580            | 304,580                 | 224,932             | 79,648           | 74%                | 20,738           | 25,361           | (4,624)                 |            |      |
| Park                        | 107,613            | 107,613                 | 90,984              | 16,629           | 85%                | 6,386            | 970              | 5,416                   |            |      |
| Curling Rink                | 42,813             | 42,813                  | 42,453              | 360              | 99%                | 3,022            | 84               | 2,938                   |            |      |
| FCSS & School Fund          | 548,077            | 548,077                 | 440,574             | 107,503          | 80%                | 0                | 0                | 0                       |            |      |
| <b>Total Expense</b>        | <b>4,041,943</b>   | <b>4,041,943</b>        | <b>3,358,808</b>    | <b>683,135</b>   | <b>83%</b>         | <b>285,697</b>   | <b>220,602</b>   | <b>67,125</b>           |            |      |

| Description                   | 2021 Budget      | Targeted Amount  |                | 2021 Actual    |            | Variance      | % of Completion | 2021 - Dec. | 2020 - Dec. | Increase/ (Decrease) | Percentage | Note |
|-------------------------------|------------------|------------------|----------------|----------------|------------|---------------|-----------------|-------------|-------------|----------------------|------------|------|
|                               |                  | Dec.             | Dec.           | Dec.           | Dec.       |               |                 |             |             |                      |            |      |
| <b>Capital Programs</b>       |                  |                  |                |                |            |               |                 |             |             |                      |            |      |
| Administration                | 0                | 0                | 0              | 0              | 0          | 0             | 0%              | 0           | 0           | 0                    | 0%         |      |
| Fire                          | 0                | 0                | 0              | 0              | 0          | 0             | 0%              | 0           | 0           | 0                    | 0%         |      |
| Public Work                   | 0                | 0                | 0              | 0              | 0          | 0             | 0%              | 0           | 0           | 0                    | 0%         |      |
| Street and Road               | 46,340           | 46,340           | 25,518         | 20,822         | 55%        | 0             | 6,992           | (6,992)     | -100%       |                      |            |      |
| storm Sewer                   | 32,500           | 32,500           | 8,250          | 24,250         | 25%        | 0             | 0               | 0           | 0%          |                      |            |      |
| Water                         | 0                | 0                | 0              | 0              | 0%         | 0             | 0               | 0           | 0%          |                      |            |      |
| Sewer                         | 1,045,625        | 1,045,625        | 311,340        | 734,285        | 30%        | 2,475         | 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          | 146,800          | 148,152        | (1,352)        | 101%       | 28,685        | 0               | 28,685      | 0%          |                      |            |      |
| Park                          | 136,255          | 136,255          | 102,158        | 34,097         | 75%        | 0             | 0               | 0           | 0%          |                      |            |      |
| Curling Rink                  | 0                | 0                | 0              | 0              | 0%         | 0             | 0               | 0           | 0%          |                      |            |      |
| <b>Total Capital Programs</b> | <b>1,407,520</b> | <b>1,407,520</b> | <b>595,418</b> | <b>812,102</b> | <b>42%</b> | <b>31,160</b> | <b>6,992</b>    |             |             |                      |            |      |

# PLANNING & DEVELOPMENT

## QUARTERLY REPORT OCTOBER – DECEMBER 2021

|                           | 1st Quarter<br>Jan 1- Mar 31 | 2nd Quarter<br>Apr 1 - Jun 30 | 3rd Quarter<br>Jul 1 - Sep 30 | 4th Quarter<br>Oct 1 -Dec 31 |
|---------------------------|------------------------------|-------------------------------|-------------------------------|------------------------------|
| Development Permits       | 1                            | 6                             | 6                             | 2                            |
| Compliance Certificates   | 3                            | 4                             | 3                             | 5                            |
| Encroachment Agreements   |                              | 1                             |                               |                              |
| Intermunicipal Referrals  | 1                            |                               |                               | 2                            |
| Subdivisions              |                              |                               |                               |                              |
| Unauthorized Developments |                              |                               |                               |                              |
| <b>TOTAL</b>              | <b>YEAR TO DATE</b>          |                               |                               |                              |
| Development Permits       | 15                           |                               |                               |                              |
| Compliance Certificates   | 15                           |                               |                               |                              |
| Encroachment Agreements   | 1                            |                               |                               |                              |
| Intermunicipal Referrals  | 3                            |                               |                               |                              |
| Subdivisions              |                              |                               |                               |                              |
| Unauthorized Developments |                              |                               |                               |                              |
| <b>Submitted by:</b>      |                              |                               |                               |                              |
| <b>Laraine Stuart</b>     |                              |                               |                               |                              |



# Lamont County Emergency Services MONTHLY FIRE DISTRICT REPORT

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

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

**Respectfully Submitted,**





**REQUEST FOR DECISION**

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**REGULAR COUNCIL MEETING AGENDA**

**MEETING DATE:** January 11, 2022

**SUBJECT:** Notice of Motion – Bylaw 06-21 Fees and Charges

**RECOMMENDATION**

THAT Council direct Administration on how to proceed.

**BACKGROUND**

At the December 14, 2021 Council Meeting, Councillor Harvey made the following Notice of Motion:

*“GIVEN that Bylaw 06-21 Fees and Charges is presented and;*

*GIVEN that Fees and Charges are a revenue stream for the Town and;*

*GIVEN that the current schedule does not reflect cost recovery rates nor dates when the rates were changed and;*

*GIVEN that the changes noted above were verbally agreed to be incorporated the last time the topic was reviewed and;*

*GIVEN that an understanding of the history of the rates charged will assist in decision making for changes to rates and;*

*GIVEN that an understanding of the current cost recovery related to rates, often compared to other communities when available, assist in decision making for changes to rates and;*

*GIVEN that many municipalities have dedicated resources to level of service reviews, of which the noted fees and charges schedule is an important component therefore;*

*BE IT RESOLVED THAT Council for the Town of Lamont directs administration to add two columns to schedule A of Bylaw 06-21 Fees and Charges to show, the cost recovery rate achieved with the current fees and charges listed for individual rates or where needed in aggregate, and provide a listing of when the rates were last changed. These changes to be incorporated into the next presentation of the fees and charges in about 12 months.”*

**PREVIOUS COUNCIL/COMMITTEE DIRECTIONS**

Not applicable.

**ANALYSIS/RATIONALE**

In accordance with Section 13(1), Procedural Bylaw 12-13, a Notice of Motion may be received by the CAO prior to the closing of the meeting. In this event, the member shall read the Notice of Motion which shall be recorded in the minutes and shall form part of the agenda for the subsequent meeting.

**Response Options/Alternatives**

1. THAT Council direct Administration to add two columns to Schedule A of the Fees and Charges Bylaw to show the cost recovery rate achieved with the current fees and charges listed for individual rates or where needed in aggregate and provide a listing of when the rates were last changed with these changes to be incorporated into the next presentation of this Bylaw in about 12 months.
2. THAT Council direct Administration on how to proceed.
3. THAT Council not request further action on this Notice of Motion.

**Relevant Statutes/Master Plans/Documents**

Not applicable.

**Legislative Authority**

*Bylaw 12-13 – Procedural Bylaw*

**STAKEHOLDER ENGAGEMENT/COMMUNICATION**

Updated Policy will be circulated to all staff and posted on the Town of Lamont website.

**BUDGET/FINANCIAL IMPACT**

N/A

**ATTACHMENTS**

Bylaw 06-21 Fees and Charges



**Town of Lamont**

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

**BYLAW 06/21**

**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF  
ALBERTA, TO ESTABLISH FEES, RATES AND CHARGES FOR SERVICES  
PROVIDED BY THE MUNICIPALITY**

**WHEREAS** pursuant to the *Municipal Government Act*, R.S.A. 2000, c.M-26 as amended, authorizes that Council may pass a Bylaw for the purpose of establishing fees, rates, and charges for services provided by the Municipality;

WHEREAS, the *Municipal Government Act*, RSA 2000, c.M-26 as amended, provides for the provision of municipal utility services subject to the terms, costs or charges established by Council; and

AND WHEREAS the Safety Codes Act, R. S. A. 2000, Chapter S-i, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for services provided pursuant to the Safety Codes Act; and

WHEREAS, the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25 ("the FOIP Act"), as amended from time to time, authorizes a local public body to, by bylaw, set any fees the local public body requires to be paid under the FOIP Act, which must not exceed the fees provided for in the regulations;

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

**BYLAW TITLE**

1. This Bylaw is to be cited as the "2022 Fees and Charges Bylaw".

**GENERAL**

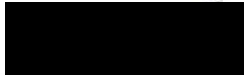
2. The fees, rates and charges contained in the attached Schedule "A" and forming part of this Bylaw, shall be the fees, rates and charges in effect for the provision of goods and services as stated.
3. Where this bylaw establishes a fee that also exists in another Bylaw or policy that predates the effective date of this bylaw, the fee in this Bylaw shall be the applicable fee and the other Bylaw or policy is hereby effectively amended.



Town of Lamont

- 4. That Bylaw 10/20 and any amendments are hereby repealed.
- 5. This Bylaw shall come into force take effect on January 1, 2022.

READ A **FIRST** TIME THIS 14 DAY OF December, 2021.



\_\_\_\_\_  
Mayor

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

READ A **SECOND** TIME THIS 14 DAY OF December, 2021.



\_\_\_\_\_  
Mayor

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

READ A **THIRD** TIME THIS 14 DAY OF December, 2021.



\_\_\_\_\_  
Mayor

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

Town of Lamont



Town of Lamont



Schedule "A"



**Bylaw 06/21 Schedule "A"  
FEES, RATES AND CHARGES**

| DESCRIPTION   | 2022 RATE  | UNIT OF MEASURE               | GST TAXABLE (T)<br>EXEMPT (E)<br>INCLUDED (I) |   |
|---|--|-------------------------------|---|---|
| <b>ADMINISTRATION FEES</b>  |  |                               |   |   |
| Official FOIP Request   | \$25.00  | Per Request                   | E   |   |
| Tax Certificate   | \$50.00  | Per Request                   | E   |   |
| Verbal Tax Search   | \$20.00  | Per Request                   | E   |   |
| Letter of Compliance ( <i>Single Family Residential</i> )   | \$100.00   | Per Roll Number               | E   |   |
| Letter of Compliance ( <i>Commercial, Industrial, institutional Multi-Family</i> )  | \$200.00   | Per Roll Number               | E   |   |
| Assessment Roll   | \$10.00  | Per Roll Number               | E   |   |
| Tax Recovery Administration Fee ( <i>All costs for tax recovery notifications will be automatically applied to the tax roll) Additional costs subject to GST as applicable.</i> ) | \$100 + any additional expenses to complete the recovery process | Per Roll Number               | E   |   |
| Bylaw Enforcement Administration Fee  | \$100.00   | Per order                     | E   |   |
| Tax Assessment Appeal   | \$50.00  | Per Complaint/Tax Roll Number | E   |   |
| <b>Photocopying Charges (Town Paper)</b>  |  |                               |   |   |
|   | Non-Profit   | \$0.35                        | Per Page                                      | E |
|   | All Others   | \$1.00                        | Per Page                                      | E |
| <b>Fax Services</b>   |  |                               |   |   |
|   | In Province  | \$2.00                        | Per Page                                      | E |
|   | Out of Province  | \$4.00                        | Per Page                                      | E |
| NSF – Returned Cheque   | \$35.00  | Per Cheque                    | E   |   |
| <b>PUBLIC WORKS</b>   |  |                               |   |   |
| Labour  | \$110.00   | Per Hour/ Per Person          | T   |   |
| Tractor with Blower/Operator  | \$330.00   | Per Hour                      | T   |   |
| Sweeper/Operator  | \$345.00   | Per Hour                      | T   |   |
| Frost Plate   | \$20.00  | Per Plate                     | T   |   |
| Frost Plate - Installation  | \$55.00  | Per Installation              | T   |   |
| Smart Water Meter and Head Installed ( <i>if new development, damaged or tampered with</i> )  | \$420.00   | Per Meter                     | T   |   |
| Smart Water Meter Head Only   | \$250.00   | Per Meter                     | T   |   |
| Labour for Replacing Meter Head   | \$60.00  | Per Hour                      | T   |   |
| Check Water Meters (readings only)  | \$35.00  | Per Meter                     | T   |   |
| Opening Sewer lines with Steamer  | \$180.00   | Per Hour                      | T   |   |
| Service Call to Open Sewer Lines (minimum 2 hours)  | \$120.00   | Per Hour / Per Person         | T   |   |
| After Hours Service Call (minimum 2 hours)  | \$240.00   | Per Hour / Per Person         | T   |   |
| Camera Sewer Lines/Operator   | Contracted Service fee plus 10% Administration fee               | Per Service                   | T   |   |
| Manual Snake Rental   | \$55.00  | Per Day                       | T   |   |
| Unightly Grass Cutting  | \$500.00   | Per Lot                       | T   |   |



| DESCRIPTION   | 2022 RATE | UNIT OF MEASURE                  | GST TAXABLE (T)<br>EXEMPT (E)<br>INCLUDED (I) |
|---|-----------|----------------------------------|---|
| <b>LAMONT ARENA - ICE RENTAL</b>  |           |                                  |   |
| <i>Prime or Non-Prime time rates (one rate for all times) ** Games are billed from thirty (30) minutes before the game to thirty (30) minutes after the game.</i>   |           |                                  |   |
| Youth Local   | \$110.00  | Per Hour                         | T   |
| Youth Non-Local   | \$135.00  | Per Hour                         | T   |
| Adults - Local  | \$135.00  | Per Hour                         | T   |
| Adult - Non-Local (Outside of Lamont County)  | \$145.00  | Per Hour                         | T   |
| <b>Other</b>  |           |                                  |   |
| Party Pack Ice Rental and Meeting Room  | \$125.00  | 1 hour Ice & 1 hour Meeting Room | T   |
| Arena Surface No Ice (Sports)   | \$35.00   | Per Hour                         | T   |
| Arena Surface No Ice (Sports)   | \$350.00  | Per Day                          | T   |
| Arena Surface No Ice (Event, includes tables and chairs)  | \$750.00  | Per Day                          | T   |
| Curling Rink Area No Ice  | \$750.00  | Per Day                          | T   |
| <b>LAMONT RECREATION FACILITIES</b>   |           |                                  |   |
| <i>All Facility rentals must enter into a facility rental agreement with Town.</i>  |           |                                  |   |
| <b>Hall</b>   |           |                                  |   |
| Capacity: Standing - 1085 People<br>Non fixed seats (no tables) - 545 People<br>Non fixed seats (with Tables) - 430 People<br>Includes podium, microphone and stand |           |                                  |   |
| Hall Deposit  | \$500.00  | Per Agreement                    | E   |
| Hall (4 hours)  | \$225.00  | 1/2 day rental (Meetings)        | T   |
| Hall (4 to 9 hours daytime)   | \$425.00  | 1-day rental                     | T   |
| Hall (11 hours Noon - 3 am)   | \$575.00  | 1 day rental (Dinner/Dance)      | T   |
| Hall (15 hours)   | \$775.00  | 2-day rental                     | T   |
| Hall (20 hours) Weekend Incentive   | \$975.00  | 3-day rental                     | T   |
| Additional Time   | \$30.00   | Per Hour                         | T   |
| Hall Overtime Charges (past 3 am)   | \$100.00  | Per Hour                         | T   |
| Catering Deposit (payable to Lamont Catering Club)  | \$600.00  | Per Agreement                    | E   |
| <b>Kitchen</b><br><i>(unavailable - exclusivity agreement with Lamont Catering Club)</i>  | n/a       | n/a                              | n/a   |
| <b>Meeting Room</b>   |           |                                  |   |
| Capacity: Standing - 320 People<br>Non fixed seats (no tables) - 175 People<br>Non fixed seats (with Tables) - 135 People   |           |                                  |   |
| Meeting Room Rental Fees  | \$150.00  | Per Day                          | T   |
| Meeting Room Rental Fees  | \$60.00   | 4 Hours                          | T   |
| Arena Concession - Under Contract   |           | October 1 - April 15             |   |





| DESCRIPTION   | 2022 RATE | UNIT OF MEASURE      | GST TAXABLE (T)<br>EXEMPT (E)<br>INCLUDED (I) |
|---|-----------|----------------------|---|
| <b>Curling Rink (Upstairs Lounge)</b>                       |           |                      |   |
| Capacity: 125   |           |                      |   |
| Curling Rink Lounge Rental Fees                             | \$200.00  | Per Day              | T   |
| <b>Supply Purchase or Rental (applicable to all venues)</b> |           |                      |   |
| Screen and Projector: Individual Unit                       | \$10.00   | Each                 | T   |
| Corkage – Includes Ice, Pop and Glasses                     | \$1.75    | Per person           | T   |
| Glasses - Wine and Water                                    | \$0.80    | Each                 | T   |
| Glasses - Replacement                                       | \$6.00    | Each                 | T   |
| Table Cloths - Large (rectangular), White Only              | \$4.00    | Each                 | T   |
| Table Cloths -Small (round) White/Black/Red /Beige          | \$3.00    | Each                 | T   |
| Napkins   | \$0.50    | Each                 | T   |
| Additional Cleaning Charge                                  | \$100.00  | Per Hour If Required | T   |
| Additional Cleaning Charge upon request                     | \$100.00  | Per Hour             | T   |
| Hall Lobby Furniture Removal upon request                   | \$100.00  | one time             | T   |
| <b>Ball Diamonds</b>  |           |                      |   |
| Minor Ball League   | \$300.00  | Season               | T   |
| Adult Ball League   | \$200.00  | Per Team/ Per Season | T   |
| 3 Diamonds (Tournaments)                                    | \$300.00  | Weekend Rental       | T   |
| 1 Diamond   | \$100.00  | Per Day              | T   |
| 1 Game  | \$25.00   | Per Diamond          | T   |
| Weekend RV parking ( <i>Tournaments Only</i> )              | \$20.00   | Per Unit/Per Night   | T   |
| Hillside Park Picnic Pavilion                               | \$100.00  | Per Day              | T   |
| Damage Deposit  | \$200.00  | Damage Deposit       | T   |
| Additional Cleaning Charge                                  | \$100.00  | Per Hour If Required | T   |



| DESCRIPTION  | 2022 RATE  | UNIT OF MEASURE                                   | GST TAXABLE (T)<br>EXEMPT (E)<br>INCLUDED (I) |
|--|--|---|---|
| <b>DEVELOPMENT PERMITS AND FEES</b>  |  |   |   |
| <i>All Development requires a permit. Failure to obtain a permit prior to commencement of work will result in the assessment of double fees, where fees apply.</i> |  |   |   |
| <b>Residential</b>   |  |   |   |
| Single Family Dwelling, including Modular Homes and Semi-Detached  | \$125.00   | Per Permit  | E   |
| Additions/Renovations – Structural (increase in useable floor area.)   | \$75.00  | Per Permit  | E   |
| Multi-Family Dwellings, includes row housing, apartments, etc.   | \$200.00 plus \$50.00  | Per Dwelling Unit<br>(to a maximum of \$5,000.00) | E   |
| Accessory Buildings (Garage/Shop)  | \$75.00  | Per Permit  | E   |
| Accessory Building (Movable Sheds)<br>One Hundred (100) sq. ft or greater  | \$25.00  | Per Permit  | E   |
| Decks (Two (2) feet or higher)   | \$25.00  | Per Permit  | E   |
| Home Occupation, Minor (as per Land Use Bylaw)   | \$50.00  | Per Permit  | E   |
| Home Occupation, Major (as per Land Use Bylaw)   | \$100.00   | Per Permit  | E   |
| Interior Renovations:<br>Non-structural / Maintenance and/or repair (no increase in useable floor area)  | Safety Code permits as required  |   |   |
| Exterior renovations: Non-structural/ Maintenance and/or repair  | Safety Code permits as required  |   |   |
| Demolition (Residential)   | \$100.00 plus security fee \$1,000.00  |   | E   |
| To Leave as Sited - Dwelling   | \$75.00  | Per Roll Number                                   | E   |
| To Leave as Sited - Multi-Family   | \$100.00   | Per Roll Number                                   | E   |
| Variations, Dwelling   | \$50.00  | Per Roll Number                                   | E   |
| Variations, Accessory  | \$25.00  | Per Roll Number                                   | E   |
| <b>Commercial, Industrial, Institutional</b>   |  |   |   |
| Commercial, Industrial, Institutional (includes Accessory Structures) Permitted Uses   | \$200.00 Application Fee plus \$1.00/m <sup>2</sup> (to the maximum of \$7,500.00) |   | E   |
| Commercial, Industrial, Institutional (includes Accessory Structures) Discretionary Uses   | \$300.00 Application Fee plus \$1.00/m <sup>2</sup> (to the maximum of \$7,500.00) |   | E   |
| Additions/Alterations/Renovations  | \$200.00 Application Fee plus \$1.00/m <sup>2</sup> (to the maximum of \$7,500.00) |   | E   |
| New Tenant in Existing Building (Permitted Uses)   | \$100.00   | Per Permit  | E   |
| New Tenant in Existing Building (Discretionary Uses)   | \$200.00   | Per Permit  | E   |
| Change in tenancy (no change in use)   | \$100.00   | Per Permit  | E   |
| Demolition (Non-Residential)   | \$100.00 plus security fee \$1,000.00  |   | E   |
| To Leave as Sited - Commercial, Industrial, Institutional  | \$100.00   | Per Roll Number                                   | E   |
| Variations (Commercial, Industrial, Institutional, Multi-Family)   | \$75.00  | Per Roll Number                                   | E   |
| Dwelling Unit within Commercial Building (Discretionary Use)   | \$150.00   | Per Permit  | E   |



| DESCRIPTION   | 2022 RATE   | UNIT OF MEASURE          | GST TAXABLE (T)<br>EXEMPT (E)<br>INCLUDED (I) |
|---|---|--------------------------|---|
| <b>Signs</b>  |   |                          |   |
| Permanent (determined by Development Officer)   | \$75.00   | Per Permit               | E   |
| Temporary (greater than two (2) weeks)  | \$25.00   | Per Permit               | E   |
| <b>Other Planning and Development</b>   |   |                          |   |
| Land Use Bylaw Text Copy  | Online Only   |                          |   |
| Municipal Development Plan Text Copy  | Online Only   |                          |   |
| Land Use Bylaw Search (Confirmation of Zoning)  | \$50.00   | Per Roll Number          | E   |
| General File Search   | \$125.00  | Per Roll Number          | E   |
| Subdivision Plan Cancellation Bylaw   | \$500.00 plus advertising costs                                   |                          | E   |
| Land Use Bylaw Amendment  | \$500.00 plus advertising costs                                   |                          | E   |
| Subdivision Application Fees  | As per fees established by Subdivision Authority                  |                          | E   |
| Subdivision and Development Appeal Board – Application Fee (non-refundable)   | \$200.00  | Per Application          | E   |
| Development Agreement   | \$1,500 plus any legal costs incurred in preparation of agreement |                          | T   |
| Encroachment Agreement, Minor (e.g. fence, retaining wall)  | \$100.00  | Per Roll Number          | E   |
| Encroachment Agreement, Major (e.g. building structure)   | \$250.00  | Per Roll Number          | E   |
| <b>Area Structure Plan</b>  |   |                          |   |
| <b>TBD</b>  |   |                          |   |
| Development Bond (Refundable) – Collected at the time of Development Permit as a damage deposit against damages to municipal road and sidewalk infrastructure | \$2,000 minimum, or as determined by Development Authority        |                          | T   |
| Landscaping Bond (Refundable) – To ensure completion of landscaping projects  | \$1,000 minimum, or as determined by Development Authority        |                          | T   |
| Advertising and Notification - Single Family residential uses (in addition to applicable development fees)  | \$50.00   | Per Application          | T   |
| Advertising and Notification - Multi-Family residential uses (in addition to applicable development fees)   | \$100.00  | Per Application          | T   |
| Advertising and Notification - Commercial/Industrial/Institutional (in addition to applicable development fees)   | \$150.00  | Per Application          | T   |
| <b>LICENSING</b>  |   |                          |   |
| Hawker/Peddler  | \$35.00   | Per Day                  | E   |
|   | \$50.00   | Per Week                 | E   |
|   | \$100.00  | Seasonal (May - October) | E   |
| Dog Licensing: Spayed/Neutered (Unable to reproduce)  | \$15.00   | Per Year                 | E   |
| Unaltered   | \$25.00   | Per Year                 | E   |
| Lifetime Spayed/Neutered  | \$120.00  | Lifetime                 | E   |
| Lifetime Unaltered  | \$200.00  | Lifetime                 | E   |
| <b>CEMETERY</b>   |   |                          |   |
| Plot  | \$400.00  | Per Plot                 | T   |
| Veteran/Social Service Plot (as per <i>Cemetery Act</i> )   | Per plot at 50% off original cost                                 |                          | T   |



| DESCRIPTION  | 2022 RATE   | UNIT OF MEASURE                  | GST TAXABLE (T)<br>EXEMPT (E)<br>INCLUDED (I) |
|--|---|----------------------------------|---|
| <b>UTILITIES</b>   |   |                                  |   |
| <b>Garbage Collection Rates</b>  |   |                                  |   |
| Residential Container (roll cart)  | \$60.87   | Per Residence                    | E   |
| Commercial Garbage Bin   | \$98.91   | Per Business                     | E   |
| Restaurants - Garbage Bin  | \$177.15  | Per Business                     | E   |
| Replacement Fee for lost or stolen container (as per GFL)  | \$100.00  | Per Occurrence                   | E   |
| Extra residential container delivery charge (as per GFL)   | \$25.00   | One time fee per extra container | T   |
| Extra residential container collection charge (as per GFL)   | as per GFL Rates  | Monthly                          | T   |
| <b>Garbage Bins - Front Load</b>   |   |                                  |   |
| 2 yard   | \$223.71  | Per Bin                          | E   |
| 4 yard   | \$355.00  | Per Bin                          | E   |
| 6 yard   | \$520.94  | Per Bin                          | E   |
| 8 yard   | \$694.23  | Per Bin                          | E   |
| <b>Water Charges</b>   |   |                                  |   |
| Minimum rate for 3000 gallons  | \$65.58   | Bi-monthly Flat Rate             | E   |
| Each additional 1000 gallons   | \$17.14   | Per 1000 gallons                 | E   |
| Capital Investment   | \$7.40  | Bi-monthly Flat Rate             | E   |
| Cost Recovery  | \$6.60  | Bi-monthly Flat Rate             | E   |
| Water Meter Bench Test   | \$150.00 deposit plus a \$25.00 removal fee of the existing meter |                                  | E   |
| <b>Construction Water</b>  |   |                                  |   |
| Deposit - payable upon request   | \$950.00  | Per New Development              | E   |
| <b>Breakdown as follows:</b>   |   |                                  |   |
| <i>Town Satisfaction</i>   | \$600.00  | <i>Refundable</i>                | <i>E</i>                                      |
| <i>Three (3) months construction water prior to meter being installed</i>  | \$250.00  | <i>First 3 months</i>            | <i>E</i>                                      |
| <i>Labour installation of meter and inspection of service installation</i>   | \$100.00  | <i>Per Unit</i>                  | <i>E</i>                                      |
| <i>If not completed after 3 months the CAO has the authority to charge a monthly fee thereafter or request that a meter be installed immediately to ensure accurate usage.</i> | \$75.00   | <i>Per Month</i>                 | <i>E</i>                                      |
| <b>Sewer Charges</b>   |   |                                  |   |
| Properties connected to both water and sewer system  | 30%   | of the water consumption billing | E   |
| Properties that are only connected to the sewer system   | \$39.00   | Flat Rate                        | E   |
| <b>Utility Penalties</b>   |   |                                  |   |
| Disconnection and/or Reconnection Fee  | \$100.00  | Per Each Occurrence              | T   |
| Any utility invoice amount outstanding after the date fixed for payment shall incur a penalty  | 2.50%   | Per Month                        | E   |
| Any utility service invoice amount outstanding after the date fixed for payment shall incur a penalty  | 2.50%   | Per Month                        | E   |



# CLOSED SESSION NOTICE

January 11, 2022

**Year End Update** (*Advice from Officials*)

- *FOIP Section 24 – Advice from Officials.*