

Council Package

September 13, 2022



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
September 13, 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

1.4.1. August 23, 2022 Meeting MinutesPage 1

1.4.2. August 22, 2022 - Parks & Recreation Committee MinutesPage 7

2. DELEGATIONS

2.1. MOTION FOR ACCEPTANCE OF DELEGATION

2.1.1. Fort Saskatchewan RCMP – Inspector LaRocque Page 5

3. CORRESPONDENCE

3.1. Lamont County Housing Foundation Minutes – July 25, 2022Page 9

3.2. Lamont Health Care Centre Minutes – June 23, 2022Page 11

3.3. Letter from Town of Tofield – Victim Services Redesign and reply letter from Minister ShandroPage 14

3.4. EIPS Board Highlights August 25, 2022Page 18

3.5. Conversation about Healthcare in Alberta InvitationPage 21

4. NEW BUSINESS

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7.1. 2022 Operations Update	
7.2. Economic Development	
8. ADJOURNMENT	



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
August 23, 2022
Regular Meeting of Council**

PRESENT:	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	Dave Taylor	Councillor
	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 4.8 – Appointment of Town alternate to the John S. Batiuk Regional Water Commission

MOTION: 217/22 Councillor Taylor: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

- a) Meeting Minutes – July 12, 2022

MOTION: 218/22 Councillor Holowaychuk: That the Minutes of the July 12, 2022 Council Meeting be accepted as amended.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- **Library Board Meeting Minutes – April 4, 2022**
- **Library Board Meeting Minutes – May 2, 2022**
- **Traffic Safety Meeting Minutes – June 28, 2022**
- **Fort Air Partnership – News Release**
- **AHS – Provincial Health Tour Summer 2022**
- **Ukrainian Canadian Congress – Ukrainian Independence Day and Ukrainian Canadian Heritage Day**
- **Fort Saskatchewan RCMP – Quarterly Report**
- **Fortis Alberta – Alberta Utilities Commission Decision**
- **Letter from Alberta Indigenous Relations**
- **Lamont Health Care Centre 110th Anniversary of Lamont Health Care Centre**

MOTION: 219/22 Councillor Sieker: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Addition of Bylaw Enforcement Costs to Tax Rolls

MOTION: 220/22 Councillor Harvey: That Council approve the addition of Bylaw enforcement costs to tax rolls as itemized in the attached Schedule “A” totalling \$2,500.

CARRIED

Transfer of Utilities to Property Taxes

MOTION: 221/22 Councillor Taylor: That Council authorize the transfer of outstanding utilities over 90 days to their individual tax rolls as per schedule “A”.

CARRIED

Property Tax

MOTION: 222/22 Councillor Foulds: That Council approve the property tax penalty adjustment as itemized in the attached Schedule “A” due to a tabulation error.

CARRIED

Bylaw 05-22 Municipal Cemetery

MOTION: 223/22 Councillor Taylor: That Council give first reading to Bylaw 05-22 Municipal Cemetery.

CARRIED

MOTION: 224/22 Councillor Sieker: That Council give second reading to Bylaw 05-22 Municipal Cemetery.

CARRIED

MOTION: 225/22 Councillor Holowaychuk: That Council give unanimous consent to proceed to third reading of Bylaw 05-22 Municipal Cemetery.

CARRIED

MOTION: 226/22 Councillor Holowaychuk: That Council give third reading to Bylaw 05-22 Municipal Cemetery.

CARRIED

Request – Call to Action

MOTION: 227/22 Councillor Harvey: That Council accept the Call to Action as information.

CARRIED

Committee Member Appointment – Economic Development

MOTION: 228/22 Councillor Sieker: That Council appoint Dale Schaub, NAIT and NorQuest's Executive in Residence, Tamara Dabels, Financial Service Sector, and Craig Berry, Fort Saskatchewan and District Chamber of Commerce to the Economic Development Board for a term expiring December 31, 2023.

CARRIED

2022 Capital Works Program Update

MOTION: 229/22 Councillor Taylor: That Council accept the 2022 Capital Works Program update as information.

CARRIED

Appointment of Town Alternate to the John S. Batiuk Regional Water Commission

MOTION: 230/22 Councillor Koroluk: That Council approve appointment of Councillor Foulds as the Town's alternate to the John S. Batiuk Regional Water Commission until October 25, 2022.

CARRIED

REPORTS:

Council Reports:

Mayor Perrin	Written report attached.
Councillor Taylor	Written report attached. Attended the Mundare Parade on August 20. The John S. Batiuk meeting was on August 22.
Councillor Harvey	Written report attached.
Councillor Koroluk	Nothing to report.
Councillor Sieker	Written report attached.
Councillor Foulds	Written report attached. Attended the Policing Services meeting with Minister Shandro on July 28.
Councillor Holowaychuk	Written report attached.

Staff Reports:

CAO	Written report attached.
Director, Operations & Infrastructure	Written report attached.
Finance Officer	Written report attached.

MOTION: 231/22 Councillor Koroluk: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION: None.

CLOSED SESSION:

- **2022 Operations Update**
 - *FOIP Section 24 – Advice from Officials*
- **Community Development**
 - *FOIP Section 24 – Advice from Officials*
- **Sewage Line Update**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 232/22 Councillor Harvey: That Council convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Section 24 of the *Freedom of Information and Protection of Privacy Act* at 7:56 p.m.

CARRIED

MOTION: 233/22 Councillor Foulds: That Council revert to regular Council meeting session at 8:25 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 234/22 Councillor Sieker: That Council accept the 2022 Revenue Updates as information.

CARRIED

MOTION: 235/22 Councillor Foulds: That Council receive the Community Development report as information.

CARRIED

MOTION: 236/22 Councillor Taylor: That Council accept the Sewage Line update as information.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 8:28 p.m.

Mayor

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

Town of Lamont
August 22, 2022, 7:00 pm
Parks and Recreation Committee
Via Zoom

Agenda

PRESENT:

Jody Foulds	Vice Chair (Acting Chair)
Kirk Perrin	Ex Officio
Tyler Edworthy	Administrative Liaison
Krista Skinner	Public Member at Large
Matthew Levicki	Public Member at Large
Debbie Brill	Public Member at Large

Regrets:	David Taylor	Chair
	Linda Reid-Collins	Public Member at Large

Public Attendees:

- 1) **Call to Order: 7:05pm**
- 2) **Appointment of Recording Secretary:** Kirk Perrin
- 3) **Adoption of Agenda as amended:**
 - a. ***Moved by: Debbie Carried***

4) **Adoption of Minutes:** Done Via Email.

5) **NEW BUSINESS:**

5.1 Community Gardens Sub-Committee & Grant

Discussion: Tyler and Krista to follow up with Susan. Debbie to join the subcommittee.

Motion: n/a

5.2 Memorial Landscaping Request

Discussion: Committee is in conceptual support of the idea, requested admin liaison to follow up.

Motion: n/a

5.3 accessibility recreation swing Request

Discussion: potential costing discussions. Administration to bring back rough costing on potential project options

Motion: n/a

6) Old Business:

6.1 Picnic in the park:

Discussion: September 15. Tyler reviewed list.

Motion: n/a

6.2 Trail Connectivity:

Discussion: update given. To be added to picnic in the park.

Motion: n/a

6.3 Parks and Rec Brochure

Discussion: update given. To follow up

Motion:

6.4 Christmas Light Up Committee Letter of Request.

Discussion: tabled to a future meeting. Tyler meant with the committee for planning.

Motion:

6.5 Lamont Municipal Cemetery sign

Discussion: Tyler to investigate an address for the cemetery. Signage to be delayed for the address.

Motion: n/a

Round Table & Adjournment:

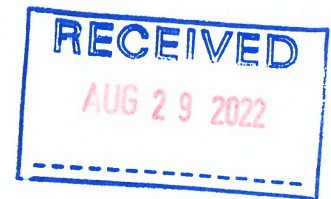
2022 projects discussion for next meeting: accessibility swing, disc golf course.

In the process for ordering trees for this fall. 18 trees into hillside, in addition to the trees already done.

Discussion on ball diamond maintenance.

7) Next Meeting: n/a

8) Adjournment: 7:52pm



LAMONT COUNTY HOUSING FOUNDATION

**Summary
Regular Meeting of the Board of Directors**

**Date: Monday, July 25, 2022
Place: Board Room, Father Filas Manor, Mundare**

1.0 Call to Order

Chairperson Judy Schueler called the regular meeting of the Board of Directors of the Lamont County Housing Foundation to order at 7:05 p.m.

2.0 Review/Approval of Agenda

The proposed agenda was reviewed and approved as addended.

3.0 Review/Approval of Minutes

Minutes of the last regular Board meeting (May 30, 2022) were reviewed and approved as corrected.

4.0 Updates of the following matters were discussed:

- i. **COVID-19**
- ii. **Seniors' Transportation**
- iii. **2022 Annual General Meeting**
- iv. **2022-2025 Business Plan**
- v. **2022 Lodge BBQ.**

5.0 Highlights of the meeting discussion included:

i. Lodge Managers' and Board Committee Reports

Board Committee members and Managers presented their reports on the operations and management of the Lodges and Self-Contained Units.

- **Lodge Managers' Reports**
 - Building Issues
 - Occupancy
 - Residents/Events
 - Staff
 - Maintenance
 - Recreation

5.0 Highlights

- i. – continued ...
 - **Board Committee Reports**
 - Buildings & Grounds
 - Finance
 - Personnel
 - Managers' Liaison
- ii. **Review/Approval of Accounts Payables for period ending June 30, 2022**
- iii. **Review/Approval of Revenue & Expenditure Statement for the period ending June 30, 2022**
- iv. **Community News**
- v. **Negotiations with AUPE.**

6.0 Next Meeting

The next meeting will be held at Beaverhill Pioneer Lodge, Lamont on Monday, September 26, 2022, commencing at 7:00 p.m.

7.0 Adjournment

There being no other business, the meeting was adjourned at 9:36 p.m.



/ds

LAMONT HEALTH CARE CENTRE

**Summary
Minutes of the Regular Board Meeting
Date: Thursday, June 23, 2022**



1.0 Call to Order

Chairman Kent Harrold extended a warm welcome to members and called the regular meeting of the Board to order at 12:24 a.m.

Nine persons were in attendance in the Board Room.

2.0 Review/Approval of Agenda and Minutes

The proposed agenda was reviewed and approved as addended. Minutes of the Regular Board Meeting which was held on Thursday, May 26, 2022 were reviewed and approved as corrected.

3.0 Community Involvement

Members discussed their involvement in various community activities, including the following:

- The Bus/Train Memorial Committee met in early June to discuss the installation of a monument in Chipman as well as the landscaping of both sites. Commissioning of the monument in Lamont will be held during the first or second weekend of October; the monument in Chipman will be commissioned on November 27, 2022.
- The 2nd Edition of the Book of Alumni Biographies which includes 594 stories is complete. The 1st Edition was printed in 1987 to commemorate the 75th Anniversary of Archer Memorial Hospital and the School of Nursing. It will be available for the 110th Anniverssary of LHCC.
- The AMH Nurses' Alumni is disbanding. Alumni archives will be removed and transferred from the Archives Room in LHCC to the Alberta Provincial Archives before the end of the year.
- 'Babas & Borshch Ukrainian Festival & Ukrainian Day' to commemorate the 130th Anniversary of Lamont County as 'The Cradle of Ukrainian Settlement in Canada' is being celebrated in Lamont on August 27 & 28, 2022.
- Lamont County hosted an Open House on Tuesday, June 21, 2022.

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

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

Mrs. Trudy Harrold informed members that the 'Faithful Footprints' Grant continues to be a work in progress.

ii. **Update re: COVID-19**

Members discussed COVID-19 matters within LHCC.

iii. **Update re: LTC Replacement**

The Board has invited the Central Zone Officer, the Acute Care Director and Central Zone's Senior Operating Officer for Community & Seniors' Health to tour LHCC and meet with the Board to discuss a replacement of LHCC's LTC.

iv. **Update re: LHCC Logo**

The Board has approved a new Logo for LHCC.

v. **Presentation of Reports**

Reports from the Executive Director, Medical Staff Committee and Board Committees were presented for information and included discussion on the following highlights:

- Organization Chart
- LHCC Board Representation on Ministry and Personnel Committee of the Elk Island Pastoral Charge
- AUPE Auxiliary Nursing Care Contract
- Medical Staff Membership and Privileges
 - Dr. Ross Harris, Surgical Assist Only
 - Dr. Jason Krowitz, Locum
- LHCC's 110th Anniversary Celebration
 - Thursday, September 1, 2022
- Home Care Contract
 - AHS' and Alberta Health's request to allow contracted providers to submit proposals to AHS for evaluation and consideration for home care contracts in the future
- Community Day Care Proposal
 - Request to lease space in LHCC.

5.0 Next Meeting

The next regular meeting of the Board will be held in the Board Room, Lamont Health Care Centre on Thursday, September 22, 2022, following the adjournment of the Patient Care Committee meeting (at approximately 10:30 a.m.).

6.0 Adjournment

There being no other business, the meeting was adjourned at 4:41 p.m.



/ds



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August 23, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: Victim Services Redesign

Minister Shandro, Town of Tofield Council have only recently become aware of the Victim Services Redesign, and to say that we are both shocked and disappointed would be a vast understatement. Victim Services play an integral part in our community, and rural Alberta. Victim Services staff are as essential as first responders, and work cohesively with RCMP. These people help families and individuals through what could be the most traumatic experience of their lives. Having experience in dealing with trauma, unexpected loss, and extreme shock cannot be measured. Now, your government is looking to remove this from our community and proceed with a centralized approach.

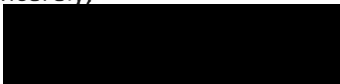
The MLA led review did not engage municipalities, nor did it fully engage Victim Services Boards. Had our local Victim Services Board Chair not come forward to Mayor and Council, we would not be aware of this ill-thought-out change. Of interest, the two MLA'S leading this charge were from major urban centres, with no tie, nor thought to the impacts this would have on rural Albertans.

Not only will this change see a loss of jobs within our community, but more importantly it will leave this service to become reliant on an individual(s) residing outside our community boundaries. What does this mean for response time? Does this mean that response could be upwards of hours before assistance is provided, or does this also mean that it will be based upon the availability of staff? Neither of these scenarios is ideal, especially when dealing with crisis. Our current structure is comprised of hard working, caring individuals who provide an immeasurable service in what is the most trying of circumstances. These people respond in a quick, professional, and caring manner. Now, your government is removing this service from our community, and failing those who require what is often the immediate assistance of Victim Services.

Honorable Tyler Shandro
Minister of Justice and Solicitor General
Page 2

Minister Shandro, we can not fathom the rationale behind this decision, once again without input or consultation from those that this affects most. In our opinion this is a recipe for disaster and stands to only continue to fail rural Alberta. Mayor and Council implore you to pause on this decision and seek input from those forgotten, rural Alberta.

Sincerely,



Debora Dueck
Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

AR 52074

Sent via email to jedwards@tofieldalberta.ca

August 26, 2022

Her Worship Debra Dueck
Mayor
The Town of Tofield
P.O. Box 30
5407 – 50 Street
Tofield AB T0B 4J0

Dear Mayor Dueck:

Thank you for your letter of August 23, 2022 regarding the provincial changes to victim services announced July 19, 2022. I would like to reassure you that these changes, including the new zonal governance model, have been designed to ensure services to victims of crime remain consistent and uninterrupted across all regions of the province, including Tofield, while also ensuring that victims are supported locally from within their own communities. I appreciate the opportunity to provide further information about the redesign work that has occurred to date as it relates to your municipality and others like it.

I would like to ensure that you have the most up-to-date information about the consultations and engagements completed during, and following, the MLA led Review of Victim Services that took place over 2020/2021. The Rural Municipalities of Alberta (RMA) and the Alberta Municipalities (AM) were invited to, and attended, the engagements. This was intentional to ensure a linkage and a mechanism for information sharing. In addition, a specific meeting was held with the RMA and AM to ensure they were comfortable with this approach, and by all indications they were. Further, all MLAs were also invited, regardless of political affiliation.

Other engaged individuals and organizations included:

- Volunteers, staff, and board members of police-based victim services units;
- Victim-serving community and specialized organizations such as child advocacy centres, sexual assault centres, and domestic violence service providers;
- Representatives from the Alberta Police-based Victim Services Association;
- The Alberta Association of Chiefs of Police;

.../2

- The Alberta Federation of Police Associations;
- The Royal Canadian Mounted Police;
- Legal community representatives such as the Criminal Trial Lawyers Association and Legal Aid Alberta; and
- Indigenous organizations such as the Awo Taan Healing Lodge Society, and Métis Child and Family Services Society.

I can advise that the changes to victim services are particularly centred around stabilizing and improving program governance and leadership at a high level, in addition to the significantly enhanced supports and services available to victims. There are no plans to interrupt service delivery within communities or at detachments, nor to disrupt victim service workers from continuing to engage in the important work they do. In fact, it is intended that these same locally based services will continue to be offered through the new zonal governance model, in the same co-located manner as they are now, but with more flexibility and sustainability than could be offered under the current governance model. In the new model, local front-line victim services workers will be supported by a core of professional support staff at the zonal level that will provide financial, legal, and human resource services; direct supervision and resource coordination; and personal support and guidance for each employee. There is no reduction in paid positions within the new model, in fact with the new professional support staff there will be approximately 40 additional positions available to Albertans.

To ensure that you and your colleagues have the most accurate and up to date information as to how the new victim services zones will operate, I encourage you to follow up with Trent Forsberg, the director of Victim Services at Trent.Forsberg@gov.ab.ca. He would be happy to meet with you and relay further detailed information about the changes to victim services programs, and provide you with the opportunity to ask specific questions.

I also understand that you have requested a meeting with MLA Jackie Lovely. I welcome the opportunity to have representatives from my office and our department staff who are leading this work attend this meeting. To schedule a meeting, please contact my scheduling coordinator Lisa Gentles at Lisa.Gentles@gov.ab.ca.

I am appreciative of any time you would be willing to dedicate to gaining a complete understanding of the improvements planned to the systems that serve victims of crime in Alberta. Thank you for ensuring the needs of victims in your community continue to be met.

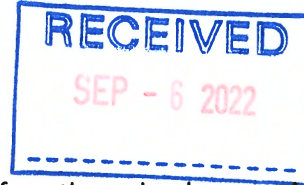
Sincerely,



Honourable Tyler Shandro, QC, ECA
Minister

cc: Jackie Lovely, MLA Camrose
Alberta Municipalities
Rural Municipalities of Alberta

AUG. 25, 2022



Agenda Item: 3.4

Chair's Report

WELCOME TO THE NEW SCHOOL YEAR

Board Chair Trina Boymook welcomed everyone to the start of another school year—always an exciting time for Elk Island Public Schools (EIPS). Trustees are all looking forward to the 2022-23 school year.

RECENT EVENTS

Board Chair Trina Boymook highlighted some recent events:

- On July 11, Chair Boymook attended a public sector compensation consultation.
- On July 21, Chair Boymook attended an Alberta School Boards Association (ASBA) Board Chairs meeting, which focused on the public sector compensation consultation.
- On July 19 and July 23, Chair Boymook attended campaign stops for the Alberta United Conservation Party's leadership race—both within EIPS' boundaries. At the meetings, Chair Boymook asked how candidates plan to support public, private and francophone school boards and plans for the new provincial curriculum.
- On August 12, Chair Boymook met with Jordan Walker, Alberta's Member of the Legislative Assembly for Sherwood Park. The two discussed the replacement school for Sherwood Heights Junior High and École Campbelltown, the public-private partnership model for funding education infrastructure and the new curriculum.

NEW CLASSIFIED ORIENTATION

Chair Boymook was honoured to meet the Division's newest classified employees at the annual Off To A Good Start conference, an orientation program for new EIPS staff. The orientation ran from August 22-23. Chair Boymook brought greetings at the event on behalf of the Board. She's thrilled to have the new staff joining the EIPS team and wishes them the best in the upcoming school year.

WELCOME BACK PANCAKE BREAKFAST

On August 25, the Board hosted a Welcome Back Pancake Breakfast for staff at EIPS Central Services. The breakfast is an annual event the Board puts on to kickstart the school year and thank EIPS staff for the work they do for the Division. Chair Boymook thanked her fellow trustees and Carol Langford-Pickering, the Executive Assistant to the Board of Trustees, for helping organize the breakfast.

Superintendent's Report

STARTUP AND WELCOME

With the 2022-23 school year officially starting on August 30, Superintendent Mark Liguori offered a warm welcome to the more than 17,125 students and their families, who are either new or returning to the Division. He also thanked the Board for hosting the Welcome Back Pancake Breakfast—a tradition staff look forward to year after year.

Throughout the summer, EIPS staff were busy planning and preparing for the new school year to ensure students have another successful academic experience. Part of that preparation work included meetings with senior staff, directors and principals. It also encompassed the Off To A Good Start conference, an annual orientation program for new principals, assistant principals, teachers and employees. Overall, it was terrific to meet face to face again and to put plans in motion for the 2022-23 school year.

Association and Employee Relation Reports

ASBA ZONE 2/3 MEETING

Trustee Colleen Holowaychuk presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meeting held on June 17. Highlights include:

- A discussion about the ASBA's trustee governance program—25 trustees have signed up so far.
- ASBA will host the next Canadian School Boards Association annual conference in Banff.
- A motion passed to discontinue the Zone Language Committee.
- The meeting location will change starting September 2022. Meetings now take place at the Lumen Christi Catholic Education Centre.
- The next meeting is on September 23.

ATA LOCAL REPORT

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

- Zielke hopes everyone had a nice and relaxing summer break.
- The Local anticipates another challenging year for schools, teachers, support staff and students, given the new curriculum roll-out and funding needs to support increased enrolment.
- On August 8-12, the ATA hosted its Annual Summer Conference. Zielke attended various training and professional learning sessions. The highlight, a keynote speaker who spoke on the current political landscape and strategies to make education a priority. The conference also included a question-and-answer period with Alberta United Conservative Party leadership candidates—some promised to restore education funding, revise the new curriculum and work with the ATA.
- The ATA plans to launch a new campaign entitled, "Stand for Public Education." The campaign will focus on the importance of public education, engage families and community members, and a Stand for Public Education Rally on October 22.
- Zielke thanked Steve Schaar, the Director of Human Resources at EIPS, for inviting her to speak to new teachers at the Off To A Good Start conference.
- Zielke looks forward to the year ahead and working together to make positive changes.

EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from Dulcie Jarvin, the committee's Chair:

- The 2022-23 school year is off to a good start. The committee includes: Dulcie Jarvin, Chair; Bonnie Stone, Central Services; Cathy Moorhouse, Central Services; Marlene Steeves, the County of Minburn; Bev Fuller, the County of Lamont; Carlin Adams, Fort Saskatchewan; Kara Comer, rural Strathcona County; Rebecca Roy, Sherwood Park – elementary; and Michelle Miller, Sherwood Park – secondary.
- The Human Resources committee developed new staffing guidelines, being implemented this year, to ensure consistency among classified staff in all schools.
- The ERG welcomed classified staff to EIPS at the Off to a Good Start conference.
- Highlights of the ERG's work for 2022-23:
 - update the classified handbook;
 - assist EIPS Human Resources with the keynote speaker for the Classified Professional Learning Day;
 - organize, with Human Resources, various wellness initiatives using board-funded grant money; and
 - develop strategies to help fill the classified substitute list.

New Business

TRUSTEE SCHOOL LIAISON REPRESENTATIVE LIST: 2022-23

The Board approved the Trustee School Liaison Representative List for the 2022-23 school year (see pg. 9, [“2022-23 Trustee School Liaison Representative List.”](#))

Committee Reports

STUDENT EXPULSION COMMITTEE

The Board received for information reports from two Student Expulsion Committee meetings held on June 20 and June 24. The committee reviewed all the information presented and upheld the recommendations put forward by the school’s administration.

Trustee Reports

Trustees all took time to welcome students and staff back to school and look forward to a wonderful 2022-23 school year.

BOARD ORGANIZATIONAL MEETING: 2022-23

NOMINATION OF CHAIR AND VICE-CHAIR

The Board held its annual organizational meeting, which included nominations and elections for the Chair and Vice-Chair positions. Trustee Trina Boymook was acclaimed the Chair, and Trustee Colleen Holowaychuk was acclaimed the Vice-Chair. Both individuals will lead the Board of Trustees throughout the 2022-23 school year.

BOARD MEETING SCHEDULE: 2022-23

The Board approved the regular Board of Trustees Meeting Schedule for the 2022-23 school year (see [Board of Trustees: Meetings](#)”).

BOARD COMMITTEES AND REPRESENTATIVE APPOINTMENTS: 2022-23

The Board reviewed the 2022-23 Board Committees and Representative Appointments list. Individual trustees were asked to indicate to the Chair the committees they want to serve on. The Board will approve the finalized list during the Board meeting on Sept. 15, 2022.

Board Members

Trina Boymook, *Chair* | Colleen Holowaychuk, *Vice-Chair* | Cathy Allen | Randy Footz | Don Irwin | Susan Miller | Jim Seutter | Jacqueline Shotbolt | Ralph Sorochan

FOR MORE INFORMATION CONTACT:

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

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

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

From: Health Minister <Health.Minister@gov.ab.ca>
Sent: Friday, September 2, 2022 10:52 AM
Subject: Conversation about Healthcare in Alberta - September 19
Importance: High

Good day,

Minister of Health, the Honourable Jason Copping, along with AHS Board and Executive Leadership invite you to participate in a Conversation about Healthcare in Alberta.

When: Monday, September 19

Time: 1:30 P.M. to 4:00 P.M.

Where: Stoney Creek Centre (5320 39 Avenue), Camrose, AB T4V 4L3

Please join us and bring your perspective as a community leader to discuss what's working well in our healthcare system, and where you see a need for improvement. This is an opportunity to share the successes and challenges you see in the provincial healthcare system with government and AHS leadership. Please register today if you are able to attend.

[Register here.](#)

We look forward to meeting with you. **Please note, this invitation is for community leaders, and should not be shared.**

If you have difficulty registering, contact community.engagement@ahs.ca for assistance with subject line "Provincial Tour".



The collection of your personal information by Alberta Health Services is legally authorized by section 33 (c) of the Freedom of Information and Protection of Privacy Act (Alberta). Your information will only be used and disclosed as necessary for managing your participation in the Ministry of Health and Alberta Health Services, Health Engagement Tour which may include follow up correspondence and evaluation. If you have any questions about the collection of your personal information as provided at registration, please contact AHS Community Engagement by emailing community.engagement@ahs.ca or calling 587-229-3790 or 780-203-6300.

Classification: Protected A



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

AGENDA ITEM: 4.1

**COUNCIL MEETING DATE:
September 13, 2022**

ITEM DESCRIPTION OR TITLE

Addition of Bylaw Enforcement Costs to Tax Rolls

RECOMMENDATION

THAT Council approve the addition of Bylaw enforcement costs to tax rolls as itemized in the attached Schedule "A" totalling \$4,000.00.

BACKGROUND

Costs associated with bylaw enforcement process can be transferred to the tax rolls as stated within the Municipal Government Act (MGA). A list of roll numbers and the associated cost, as per Bylaw 06-21 2022 Fees and Charges, has been attached as Schedule "A". The fee is related to Bylaw, Administration, and Contractor costs.

COMMUNICATIONS

The property owners will be notified of the fees added to their tax roll.

IMPLICATIONS OF DECISION

With the charges added to the tax roll, it is possible that costs may be recovered.

FINANCIAL IMPLICATIONS

Collection of fees through the tax roll could result in reimbursement of costs to the Town.

POLICY AND/OR LEGISLATIVE REFERENCES

Bylaw 07 18_ Community Standards Bylaw

ATTACHMENTS

Schedule "A"- Bylaw Enforcement Costs to Tax Rolls

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

Schedule "A"	
Bylaw Enforcement Costs to Tax Rolls	
<u>Roll #</u>	<u>Total Cost</u>
20000	\$500.00
34600	\$500.00
36500	\$500.00
56100	\$500.00
62200	\$500.00
107600	\$500.00
107500	\$500.00
60700	\$500.00
TOTAL	\$4000.00



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

AGENDA ITEM: 4.2

**COUNCIL MEETING DATE:
September 13, 2022**

**ITEM DESCRIPTION OR TITLE
Alberta Police Service Deployment Model**

RECOMMENDATION

THAT Council receive the Alberta Police Service Deployment Model as information.

BACKGROUND

On August 16, 2022 Minister Shandro announced a proposed deployment model for a provincial police service that would add 275 frontline police officers to the smallest 42 detachments in Alberta. This deployment model addresses the distinct needs of rural, urban and Indigenous communities while ensuring they all receive consistent access to services they rely on.

Specifically, this deployment model would:

- Increase the number of police officers throughout rural Alberta to aggressively tackle rural crime by implementing a minimum detachment size of 10 police officers (compared to the status-quo, which can see detachments operating with as few as three police officers).
- Rebalance deployment of police officers towards rural communities and reducing the number of provincial police officers deployed in headquarters or administrative roles.
- Redistribute specialist provincial policing resources and services out of large urban centers such as Edmonton and Calgary, and into detachments serving rural and smaller urban communities. This would make it easier for rural, remote and Indigenous communities to access specialist provincial policing services, as well as improving response times and service delivery.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A



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

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Alberta Police Service Deployment Model Summary

Report Prepared By: Jackii Ponto, Executive Assistant

Approved by CAO:

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

Alberta Police Service Deployment Model Summary

Alberta Justice and Solicitor General

August 2022



Improving policing services for Albertans

The deployment model for the Alberta Police Service enables:



An organization structure that prioritizes the unique needs of Alberta's diverse communities



Increased service delivery in smaller communities and rural areas

These allow Alberta to:

- Increase the amount of police officers working in the smallest detachments (42 out of 113 total detachments), resulting in an increase in the number of police officers in rural Alberta,
- Increase front line response by reducing the number of police officers deployed in headquarters and administrative roles, and
- Provide better access to specialist policing services in rural and remote areas of Alberta.

Key benefits of the model



Distribute resources across the province to prioritize rural, remote, and Indigenous communities



Increase the number of police officers in detachments to ensure greater local coverage and the delivery of high quality services in rural communities



An organizational structure designed to deliver consistent 'core' policing services, including community policing, mental health responses, and investigations, throughout the province

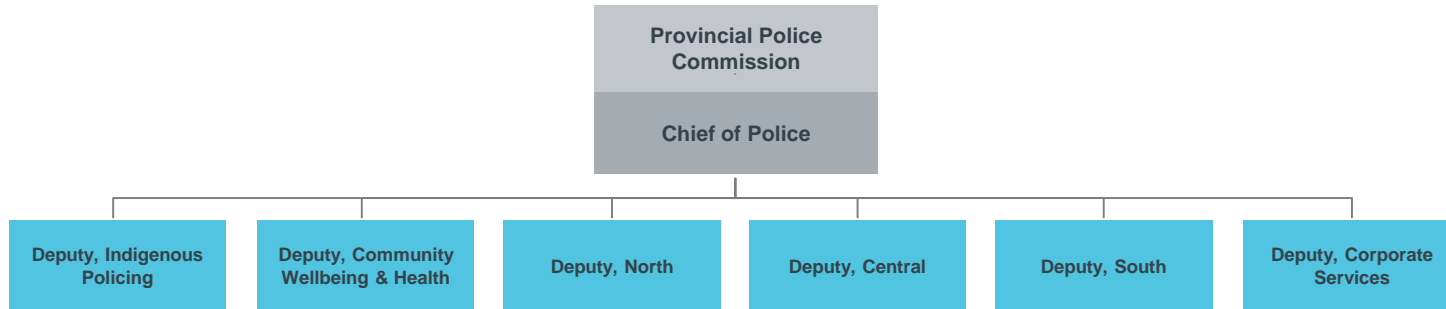


Better access to specialized policing resources and services in rural, remote and Indigenous communities



Sharing the provincial police's resources across detachments to manage capacity and maintain service coverage

Tailored for Alberta's diverse communities



The Alberta Police Service's organization structure will:

- ensure the consistency of 'core' policing services, including community policing, mental health responses, and investigations, throughout the province.
- introduce a distinct collaborative approach to providing services for Indigenous communities, and enable better support for self-administered First Nations Police Services.
- build an integrated approach to the broader community safety ecosystem.
- embed specialized provincial police resources in every region.

More specialist resources for rural areas



The current model typically deploys the majority its provincial police specialist teams and services from Alberta's biggest cities such as Edmonton and Calgary.

Under this detachment deployment model:

- Specialist policing teams and services are embedded, shared, and dispersed throughout the province.
- Locally delivered services are prioritized.
- Coordinated resources across each region help manage capacity, provide continuous coverage, and improve access to specialist services.
- Rural, remote and Indigenous communities have better access to services, as well as improved response times.

Consistent service throughout Alberta

- The Alberta Police Service has been designed to be integrated with healthcare partners, family and community supports, and other public safety partners.
- Dedicated roles and resources are embedded in detachment profiles to improve consistency of services throughout the province - regardless of size or location of a community.



Detachment types



Community Detachments

Located in smaller urban and rural communities with approximately 65-85 such detachments across the province.



Service Hubs

Located in medium-sized urban and rural communities with approximately 20-30 such detachments across the province.



Regional (Urban) Hubs

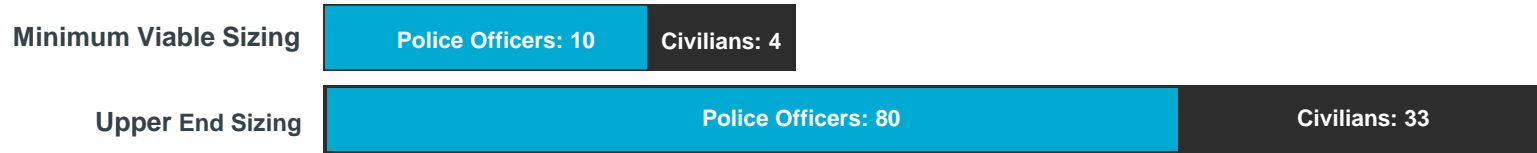
Located in larger communities with 3 such detachments across the province.



Detachments Serving Indigenous Communities

Indigenous communities that use the Alberta Police Service to provide policing services for their communities. Number of detachments to be determined in partnership with Indigenous communities.

Community detachments



- Located in smaller urban and rural communities with approximately 65-85 such detachments across the province.
- Implement a new 'minimum viable' detachment size of 10 police officers which would increase the number of provincial police officers working in the smallest detachments. This would increase police officer staffing levels in 42 out of 113 detachments (37%).
- Focus deployment of police officers towards frontline services in rural and remote areas, instead of headquarters or administrative roles.

Service hub detachments



- This deployment model includes 20-30 service hubs. Exact detachment sizes of the service hubs will depend on community needs.
- Service hubs will provide the same day-to-day services as community detachments, but will also be given more specialist policing resources for their local needs as well as to support adjacent community detachments, as required.

Regional (urban) hub detachments

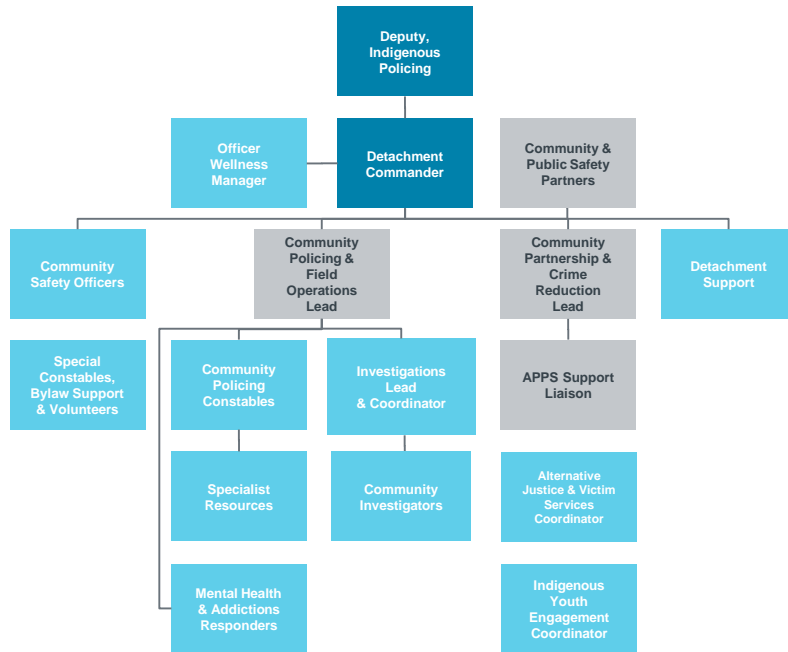
Sizing Example

Police Officers: 200

Civilians: 83

- Regional (urban) hubs are ‘regional headquarters’ and provide strategic services for their regions in addition to the full range of community policing and specialist services, complex forensics and investigations support, and other services within the region.
- This deployment model includes 3 regional (urban) hubs in the province (north, central and south). Exact detachment sizes will depend on community needs.

Community policing detachments for Indigenous Communities



- These detachment types will provide culturally-appropriate public safety and community well-being services for Indigenous communities.
- Detachment Commanders will work collaboratively with local community leadership to tailor services, capabilities, and align on outcomes that are important to the Indigenous communities being served.
- Staffing requirements and sizing for each detachment will be co-developed between the Government of Alberta and Indigenous communities.
- These detachments are part of a semi-autonomous Indigenous Policing Branch that will provide more support for self-administered First Nations police services, as well as serve Indigenous communities that use the Alberta Police Service.

Designed for Alberta's future

Since 2020, Alberta has greatly increased funding to grow the RCMP's provincial policing staffing levels to help fight rural crime. This is achieved through the Police Funding Model and outlined in the *Police Funding Regulation AR 7/2020*.

RCMP Contract Policing Model (Provincial Police Service Agreement only)	Alberta Police Service (APS) Model
<ul style="list-style-type: none">• Since 2020, additional funding allowed for increase of 450 RCMP positions<ul style="list-style-type: none">– 245 additional RCMP officers– 207 additional civilians	<ul style="list-style-type: none">• This same funding will enable an increase of 553 APS positions from base model<ul style="list-style-type: none">– 383 additional police officers– 170 additional civilians<ul style="list-style-type: none">▪ 95 more mental health & social workers

How would an Alberta Police Service use the Police Funding Model?

- 95-100% of APS detachments see an increase in their police officers positions.
- 146% increase to APS mental health and addictions response staff.
- Smaller detachment size increase even further from 10 police officers (base model) to 12 police officers.

Additional information

- For more information on the future of provincial policing in Alberta see www.futureofabpolicing.ca
- Read the reports:
 - [Alberta Provincial Police Service Detachment Deployment Model](#)
 - [Alberta Provincial Police Service Transition Study Final Report](#)
 - [Alberta Provincial Police Service Transition Study Future State Report](#)
 - [Alberta Provincial Police Service Transition Study Current State Report](#)

Alberta Police Service Deployment Model

Frequently Asked Questions

1. Does this deployment model include closing detachments? Will our local detachment stay open under an Alberta provincial police?

- Should the province transition to its own provincial police, the Alberta police service deployment model does not include closing any existing detachments.
- Local detachments will remain open with smaller detachments experiencing an increase to the number of their police officers compared to the current model.
- For more information see:
 - [Community Policing Deployment Model Detachment Design report](#), pg. 26-27, 39, 55-56, 64-65,
 - [Alberta Provincial Police Service Transition Study Final Report](#), pg. 16, 77, 96.
 - [Alberta Provincial Police Service Transition Study Future State report](#), pg. 6, 103

2. How does this deployment model work? How will our service be improved under an Alberta provincial police model?

- Balancing the distribution of resources across the province in a way that prioritizes service delivery to rural, remote, and Indigenous Peoples and Communities
- 'Right sizing' detachments to increase the number of police officers throughout rural Alberta, ensure greater local coverage, and establishing a minimum number of dedicated resources to ensure the delivery of high quality services in smaller communities
- Implementing structures and roles that are 'hardwired' to deliver consistent 'core' policing services, including community policing, mental health responses, and investigations, throughout the province
- Decentralizing specialist resources and services out of urban centers and into rural, remote and Indigenous Communities
- Sharing resources to manage capacity and maintain service coverage - even in smaller rural, remote and Indigenous Communities
- For more information, see [Community Policing Deployment Model Detachment Design report](#), pg. 4-5, 24-36

3. How does this deployment model affect First Nations?

- The deployment model provides ideas and concepts that will inform the development of policing for Indigenous communities. Alberta's government understands that the ideas presented in the deployment model are part of a larger dialogue between the provincial government and Indigenous communities on the future of policing.
- The Government of Alberta supports the expansion of self-administered First Nations policing for First Nations who choose this option. First Nations police services are an opportunity to improve policing for First Nations communities, advance the goals of reconciliation, as well as address the National Inquiry into Missing and Murdered Indigenous Women and Girls' Calls for Justice.
- The Alberta provincial police deployment model envisions a new provincial police service that would be designed to support the creation and expansion of First Nations police services for additional First Nations and provide additional support for First Nations police service to ensure their continued viability.
- For more information, see [Community Policing Deployment Model Detachment Design report](#), pg. 12-13, 15, 17, 34-35, 51, 78-79, 84-87,

4. How will an Alberta provincial police increase the size of the smallest Detachments to a new 'minimum viability' of 10 members; wouldn't this cost more?

- Allocating the increased number of police officers is built right into the Alberta provincial police model that was developed. This can be done using the same budget allocated for the provincial police without increasing costs; it is just another way to approach building and deploying a provincial police.
- Minimizing the number of provincial police officers performing administrative or back office roles throughout the police service, including within a headquarters. These positions would be filled by civilian staff, which would free up the police officer to be deployed in a front line role.

- Redeploying specialist policing teams, resources, and units that are traditionally deployed out of Edmonton or larger urban communities to be dispersed more evenly across the province (doing so provides an increase of between 100-150 positions to front line policing services).
- For more information see:
 - [Community Policing Deployment Model Detachment Design report](#), pg. 26-27, 39-43, 55-56, 59-67.
 - [Alberta Provincial Police Service Transition Study Current State report](#), pg. 46-50

5. The report has a number of detachment profiles, which detachment profile will be serving my community?

- The Alberta Government will work with municipalities and Indigenous communities to determine the appropriate detachment profile that provides the resources and the services tailored to local community needs.
- Some of the factors that will help determine the detachment profile that will serve your community are:
 - Community population (i.e., size and service needs)
 - Geography of community served
 - Location and geographic characteristics
 - Relative location of the Detachment to other Detachments
 - Physical size/infrastructure of detachment
 - Number of police officers and frontline resources required in the detachment to serve the community
 - Access to other service providers within, or near, the community
 - Demand for services and historical crime data
- For more information, see [Community Policing Deployment Model Detachment Design report](#), pg. 29-36, 47-68).

6. Is the Alberta provincial police deployment model one-size-fits-all?

- No, the Alberta provincial police service deployment model was specifically created to address the unique needs of each individual community; taking into consideration the culture differences, values and historical context that affects the delivery of policing services.
- Input from communities will be incorporated into the deployment model including required resources, public safety priorities, and needs as an additional data point to be incorporated into a detailed deployment plan
- The differences between the community safety and well-being environments across Alberta are significant. Community priorities, the nature of crimes, and public safety needs demanded by communities differ from community to community; and region to region and both this information and community input will be used in determining suitable detachment profiles for communities.
- For more information, see [Community Policing Deployment Model Detachment Design report](#), pg. 11, 15, 36, 45-47

7. Are service HUBs about urban areas receiving more resources than rural areas?

- No, the HUB model developed for the Alberta provincial police is about redirecting provincial police officers, specialists and crisis response from being stationed in larger metropolitan areas like Edmonton and Calgary and shifting them towards rural areas.
- For more information, see [Community Policing Deployment Model Detachment Design report](#), pg. 18, 26-27, 29, 37-43, 55-56.

8. What will happen when there is a major incident near my community; how will this deployment model ensure that our local police officers have the support they need?

- The Alberta provincial police service deployment model approach prioritizes balancing the distribution of resources across the province in a way that prioritizes service delivery to rural and Indigenous communities.
- This is accomplished by the Alberta provincial police service internal service layers; with shared resources directed to Community and Indigenous Detachments from the larger Service Hub and Regional (Urban) Hub Detachments when there is a 'major incident.'
- This also applies when there is a need for additional general duty officers within a smaller detachment; a Service Hub or Regional Hub Detachment is staffed appropriately to serve both the local population; as well as, neighbouring Community and Indigenous Detachments.
- The Service Hub proposed shift make-up has been designed for greater coverage to support Community and Indigenous Detachments by creating a more efficient shift model to maximize the use of specialist police units and teams
- Many police officers in the proposed Regional (Urban) Hubs would be dedicated to investigative and specialized services; as well as, strategic positions to guide Community and Indigenous Detachments and Service Hubs, and to liaise with Headquarters, ALERT, and other specialized portfolios
- For more information, see [Community Policing Deployment Model Detachment Design report](#), pg. 39-43, 44-58, 61-64.

9. How would an Alberta provincial police be able to staff detachments that would now be larger in size?

- The deployment model will allow provincial police officers to be recruited to work in areas they want to live and to do meaningful work to respond to community needs. There will be less of a need for an officer to drive hours away from home or stay away from their family for days at a time.
- The deployment model will allow for more flexible resourcing that will allow officers to take time away, have greater access to health and wellbeing supports, and be deployed in communities and specialties where they are interested. This deployment model changes the equation for career growth - an officer no longer needs to put their family through the stress of transfers or relocating to facilitate promotion or career growth. This model enables police officers to stay in their communities longer, and allow for long-term career development.
- For more information see:
 - [Community Policing Deployment Model Detachment Design report](#), pg. 14-18, 26-27, 39-43, 45-58.
 - [Alberta Provincial Police Service Transition Study Final Report](#), pg. 45-46, 50-51, 63-65, 67-68, 72.
 - [Alberta Provincial Police Service Transition Study Future State report](#), pg. 20-22, 76-79, 96-98.

10. Since 2020, the RCMP in Alberta have been increasing their staffing levels based on new funding coming from the Alberta Government; would an Alberta provincial police reflect this growth, and how would an Alberta police service use this funding in its staffing model?

- The additional funding currently provided by the Alberta Government to the RCMP was initiated to address a significant rural crime issue by placing more front line police officers in rural communities; presently, the RCMP have autonomy to determine where the additional police officers are placed.
- In the proposed Alberta provincial police deployment model, there will be even greater emphasis for placing the additional police officers into front line policing positions located within rural communities. In fact, the Alberta provincial police model will actual increase the number of front line police officers; the proposed future resourcing model, with the additional funding from the police funding model, would be invested primarily in increases to police officers in rural communities.
- The proposed resourcing model prioritizes front line services, increasing presence in the community, and improving access to specialist services in rural parts of the province. The proposed resourcing model will have a significant impact on the deployment model and detachment profile sizing concepts presented in PwC's report:
 - Minimum baseline sizing of Community Detachments will be increased from 10 members to 12 members
 - Average size of Community Detachments increased from 15 members to 18 members
 - Minimum baseline sizing of Service Hubs increased from 48 members to 50 members
 - Average size of Service Hubs increased from 55 members to 58 members
 - 95 -100% of detachments will have increased numbers of sworn officers
 - Average increase in sworn officer complement of 65% across all detachments in the province.
- This proposed increase in resources will allow for the Alberta provincial police to increase service coverage across the province and expand the presence of Alberta provincial police officers in rural communities. This is in addition to the expected impact of redeployment of sworn members or specialist teams from the urban centers in the province. The increased resourcing from the changes to the policing funding model will dramatically improve the ability of the provincial police to deliver public safety services and to substantially increase police officer presence in rural and remote parts of the province
- For more information see:
 - [Community Policing Deployment Model Detachment Design report](#), pg.64-68
 - [Alberta Provincial Police Service Transition Study Final Report](#), pg. 32, 67-68, 77
 - [Alberta Provincial Police Service Transition Study Future State report](#), pg. 76-77, 101
 - [Alberta Provincial Police Service Transition Study Current State report](#), pg. 46-54



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

AGENDA ITEM: 4.3

**COUNCIL MEETING DATE:
September 13, 2022**

**ITEM DESCRIPTION OR TITLE
Notice of Special Resolutions**

RECOMMENDATION

THAT Council accept the Notice of Special Resolutions report as information.

BACKGROUND

During the Alberta Municipalities Annual General Meeting on Friday, September 23, the Board of Directors will be proposing three special resolutions that they would like support on. The three resolutions are:

1. Repealing and replacing their bylaws with amended ones;
2. Amending their legal name to the “Association of Alberta Municipalities”; and
3. Updating the then-current bylaws with the new legal name.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

2022 Notice of Special Resolutions

Report Prepared By: Jackii Ponto, Executive Assistant

Approved by CAO:

August 26, 2022

NOTICE OF THREE (3) SPECIAL RESOLUTIONS

Alberta Urban Municipalities Association

The Board of Directors of Alberta Urban Municipalities Association (herein the “Association”) hereby gives notice that at the 2022 Annual General Meeting of the Association to be held on September 23, 2022, the Board of Directors will be proposing the following Special Resolutions:

- (1) a Special Resolution to repeal and replace the Association’s existing Bylaws with the amended Bylaws attached hereto as Schedule “A”;
- (2) a Special Resolution to amend the legal name of the Association to the “**Association of Alberta Municipalities**”;
- (3) a Special Resolution to update the then current Bylaws with the new name of the Association by replacing the name “Alberta Urban Municipalities Association” in such Bylaws to the name “Association of Alberta Municipalities”, if and upon the Association’s legal name change, and such updated Bylaws shall replace the Association’s then current Bylaws;

(1) Amended Bylaws

WHEREAS Section 16.01 of the Association’s current Bylaws states that “The Board of Directors or a Regular Member may propose a special resolution, as required by the *Societies Act*, R.S.A. 2000, c.S-14, or any amendments thereto, to amend these bylaws.”;

AND WHEREAS the proposed amended Bylaws, attached as Schedule “A”, broaden the membership categories and otherwise add further clarity to certain of the provisions contained therein;

AND WHEREAS a redline compare of the Bylaws, attached as Schedule “B”, highlights the revisions that are contained within the amended Bylaws as compared against the Association’s existing Bylaws;

AND WHEREAS the proposed amendments to the Bylaws have been submitted to the Association only after taking into consideration:

- a. The Association’s fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
- b. The Association’s tax exempt status under para. 149(1) (d.5) of the *Income Tax Act*, Canada as discussed by the Canada Revenue Agency in its letter dated March 14, 2007,

and that the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association’s tax exempt status under para. 149(1) (d.5) of the *Income Tax Act*, Canada as same may be amended from time to time;

(2) Change of Name

AND WHEREAS the Association updated its brand and trade name in 2021;

AND WHEREAS the Board of Directors of the Association desires to amend the legal name of the Association to the “Association of Alberta Municipalities” to better reflect its brand and trade name;

(3) Amended Bylaws to Reflect the Name Change

AND WHEREAS in the event the proposed name change proceeds with Alberta Corporate Registry, the Board of Directors of the Association desires to update the then current Bylaws to reflect this approved name change;

NOW THEREFORE the Board of Directors of the Association proposes that the following Special Resolutions be passed at the Annual General Meeting of the Association:

- (1) to repeal and replace the Association’s existing Bylaws in their entirety with the Bylaws attached as Schedule “A”; and
- (2) to amend the legal name of the Association to the “**Association of Alberta Municipalities**”;
- (3) to update the then current Bylaws with the new name of the Association by replacing the name “Alberta Urban Municipalities Association” in such Bylaws to the name “Association of Alberta Municipalities”, if and upon the Association’s legal name change, and such updated Bylaws shall replace the Association’s then current Bylaws.

Alberta Urban Municipalities Association

Per: _____

SCHEDULE "A"
AMENDED BYLAWS

BYLAWS



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Article 1 – Name and Definitions

- 1.01** The name of the Association (herein referred to as the “Association”) is currently the Alberta Urban Municipalities Association, which may be amended from time to time in accordance with the governing legislation and the terms hereof.
- 1.02** In these Bylaws, in addition to any other definitions contained herein, save where the contrary is expressed:
- a. **"Act"** means the *Societies Act* (Alberta) and any statute that may be substituted therefor, and the regulations made thereunder, as from time to time amended, and in the case of such amendment, reference in the Bylaws shall be read as referring to the amended provisions thereof;
 - b. **"appoint"** includes "elect" and vice versa;
 - c. **"Affiliate Member"** has the meaning set forth in clause 4.02(c);
 - d. **"Associate Member"** has the meaning set forth in clause 4.02(b);
 - e. **"Association"** means the Alberta Urban Municipalities Association or such other name that it is legally changed to.
 - f. **"Board"** means the Board of Directors of the Association, as constituted from time to time;
 - g. **"Bylaws"** means these Bylaws and all other Bylaws of the Association from time to time in force and effect;
 - h. **"Chief Executive Officer"** means the person referred to in Article 13 hereof that is duly appointed as the chief executive officer of the Association by the Board from time to time;
 - i. **"Director"** means a person who is from time to time duly elected or appointed as a Director of the Association;
 - j. **"Elected Representative"** means a member of the council of a Regular Member, elected pursuant to the MGA;
 - k. **"Good Standing"** means a member in respect of whom the Association has received the membership fee for the current membership year or, in the case of a Regular Member, evidence of intention to pay satisfactory to the Board has been received;
 - l. **"MGA"** means the Municipal Government Act (Alberta) and any statute that may be substituted therefor, and the regulations made thereunder, as from time to time amended, and in the case of such amendment, reference in the Bylaws shall be read as referring to the amended provisions thereof;
 - m. **"Officers"** means the officers of the Association including the elected or appointed officers that are elected or appointed by the membership as per the terms hereof, namely the President and Vice-Presidents (herein also referred to as the “elected Officers”), as well as those officers appointed by the Board, such as the Chief Executive Officer, and such other persons as would be construed as “officers” at law by reason of their senior roles of management with the Association.

- n. **"Regular Member"** and **"Regular Membership"** have the meanings set forth in clause 4.02(a);
- o. **"Returning Officer"** has the meaning set forth in clause 7.01;
- p. **"Special General Meeting"** means a meeting of the membership other than the annual general meeting;
- q. **"Special Resolution"** has the meaning set forth in the Act.

Article 2 – Purpose of Bylaws

- 2.01** The purpose of these Bylaws is to conform to the provisions of the Act and to set out the Association's membership, participation and leadership structures and processes to facilitate the Association's ability to provide leadership in advocating for legislation and programs to the Alberta and Canadian governments and to other organizations that support effective municipal governance and municipal interests in general, and to provide services that address the needs of its membership.
- 2.02** These Bylaws establish, and shall continue to establish in each and every year of the Association's existence, a fundamental and paramount principle that the Association is owned and controlled, directly or indirectly, by the Regular Members (as referenced in Article 4) of the Association in every material way, and that the Association's Bylaws, or any other constating document of the Association, shall be interpreted by the Association's Members, any court of competent jurisdiction and any taxing authority having jurisdiction, in a manner consistent with this fundamental and paramount principle.

Article 3 – General

- 3.01** The Board may establish procedures for convening any meeting referred to in these Bylaws by electronic or other communication facilities including a conference telephone call, video-conferencing, facsimile, e-mail or such other technology as may become available.
- 3.02** Notwithstanding anything in these Bylaws, if by virtue of severe weather conditions, a pandemic or other emergency reason that is generally applicable, it is impossible for a quorum to participate in any scheduled or required meeting, then:
 - a. the time for undertaking any action, and
 - b. the terms of office of the Directors, President and Vice-Presidents,shall be extended until the meeting can be reconvened.
- 3.03** When written notice is required to be provided under these Bylaws, the notice may be given by mail, facsimile or other electronic means which enables the recipient to review the entire text of the notice.
- 3.04** The Association shall comply with the governing privacy legislation to the extent it is applicable to the Association and/or its activities.

Article 4 – Membership

4.01 Any municipality, organization or business which:

- a. desires to further one or more objects of the Association,
- b. qualifies under a membership category described in clause 4.02, and
- c. pays the relevant membership fee,

may become a member of the Association, but subject to Board approval where clauses 4.02a.ii., 4.02a.iii. and 4.05 are applicable, and subject to clause 4.09 as it pertains to reinstatement.

4.02 The categories of membership are:

- a. **REGULAR MEMBERSHIP**, such members being referred to as “**Regular Members**”, which shall be available to:
 - i. any city, town, village, summer village, or specialized municipality located in Alberta;
 - ii. upon Board approval, any successor municipality of a Regular Member referred to in subsection i. above, including any municipal district or county if the municipal district or county is the successor municipality thereof; and
 - iii. upon Board approval, any applying improvement district or Special Area, located in Alberta;
- b. **ASSOCIATE MEMBERSHIP**, such members being referred to as “**Associate Members**”, which shall be available to:
 - i. any municipality other than a municipality referred to in clause 4.02a.i.;
 - ii. any organization wholly owned by one or more municipalities that are eligible to be Regular Members or Associate Members, any municipally-related non-profit organization or special purpose board or commission;
 - iii. any municipally-related non-profit organization or special purpose board or commission that provides a reciprocal membership that has been approved by the Board; and
 - iv. any other local authority or non-profit organization, located in or outside Alberta.
- c. **AFFILIATE MEMBERSHIP**, such members being referred to as “**Affiliate Members**”, which shall be available to any company, organization or individual, in or outside of the Province of Alberta.

4.03 The classifications of Regular Members for the purposes of determining Board representation under Articles 7 and 8 are as follows:

- a. cities with populations over 500,000;
- b. cities with populations up to 500,000;

- c. towns;
 - d. villages; and
 - e. summer villages.
- 4.04** For purposes of determining membership classification, a specialized municipality, municipal district or county shall be classified according to its population such that if it has a population equal to or greater than the population thresholds set out in applicable provincial legislation, or as otherwise determined by the Government of Alberta, in relation to:
- a. a city, it shall be considered a city;
 - b. a town, it shall be considered a town;
 - c. a village, it shall be considered a village; and
- if less than the population set out for a village, it shall be considered a summer village.
- 4.05** The Townsite of Redwood Meadows, the Special Areas Board and an improvement district are eligible for inclusion, upon Board approval, in the classification of Regular Membership appropriate to its population.
- 4.06** (1) Subject to sub-clause (2), any member may withdraw from membership in the Association at any time by notice in writing.
- (2) A Regular Member which wishes to withdraw from membership in the Association shall provide at least twelve (12) months' notice in writing to the Association accompanied by a certified copy of the resolution of council.
- (3) Any notice of withdrawal of membership shall be presented to the Board.
- (4) A member which withdraws from membership is not entitled to reimbursement of any membership fees.
- 4.07** The membership year is the calendar year.
- 4.08** For purposes of this section, "Association activities" means all activities of the Association under its mandate other than business services, and "business services", for the purposes of these Bylaws, shall mean the provision, directly or indirectly, of certain products or services by the Association to its members which shall typically be through a service delivery entity owned by or related to the Association. With respect to access to these activities and services:
- a. Regular Members - Regular Members are entitled to participate in all Association activities and business services, including the right to vote as set forth in Article 5;
 - b. Associate Members - Associate Members are entitled to participate in business services and may, on conditions set by the Board from time to time, be entitled to

participate in some or all Association activities, but, for greater clarity, such participation shall not include the right to vote on Association matters;

- c. Affiliate Members - Affiliate members are entitled to participate in business services and may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, but, for greater clarity, such participation shall not include the right to vote on Association matters.

4.09 If a member ceases to be a member in Good Standing:

- a. such member shall not be entitled to participate in Association activities nor have any voting rights under Article 5 but shall be entitled to participate in the Association's business services;
- b. for a period exceeding six (6) months, the member may be expelled from the Association upon approval thereof by the Board, effective immediately upon notice from the Association to the member. Thereafter the member shall not be entitled to participate in Association activities or enjoy membership privileges until the member has been brought into Good Standing and reinstated upon approval of the Board.

Article 5 – Voting Rights at Members' Meetings

- 5.01** The voting rights of a Regular Member in Good Standing of the Association at any annual general meeting or Special General Meeting shall be equal to one (1) vote for and by each Elected Representative of such Regular Member that is in attendance at such meeting.
- 5.02** For greater clarity, subject to clause 5.01, the maximum number of votes available to a Regular Member shall depend on the number of Elected Representatives it has on its council at the relevant time.

Article 6 – Nominations

- 6.01** Nominations for Directors and elected Officers shall be conducted in accordance with the election procedures established by the Returning Officer designated pursuant to clause 7.01.
- 6.02** To be eligible for nomination, a person must at a minimum:
 - a. be an Elected Representative of a Regular Member in Good Standing,
 - b. submit a completed nomination in the form prescribed by the Returning Officer, and
 - c. be nominated by at least two other Elected Representatives of Regular Members in Good Standing.

Further, for the President or Vice-President positions, the nomination must be approved by a motion of the council of the Regular Member that the nominee is an Elected Representative of.

- 6.03** A municipality shall not have more than one Elected Representative serving in a Director position, except for the Cities of Edmonton and Calgary. In the event more than one Elected Representative from a municipality is nominated, the municipality's council needs to approve a motion for only one nominee.
- 6.04** The persons making a nomination and the person being nominated must be eligible to vote in the election for which the nomination is being made.
- 6.05** The Association shall have five (5) Vice-Presidents who shall be elected or appointed according to a classification system that is slightly modified from that set forth in clause 4.03, with the applicable classifications for which a Vice-President shall be appointed, or elected being as follows:
- a. the City of Calgary;
 - b. the City of Edmonton;
 - c. cities with populations up to 500,000;
 - d. towns; and
 - e. villages and summer villages.
- A person eligible for nomination as Vice-President for a classification must also be elected or appointed as a Director in the classification.
- 6.06** The President shall also be a Director but not a Director that has been appointed or elected pursuant to clause 8.02 in relation to a classification.

Article 7 – Elections

- 7.01** The Board shall designate a person to be the “Returning Officer” who shall be responsible for the fair and proper conduct of elections.
- 7.02** The Returning Officer shall establish and publish election procedures in accordance with these Bylaws and any applicable policies and procedures adopted by the Board from time to time.
- 7.03** Elections of Directors and elected Officers shall be held at the annual general meeting.
- 7.04** The Regular Members eligible to vote on the election or appointment of the Directors and elected Officers through their respective Elected Representatives are as follows:
- a. President – For the President of the Association, all persons that meet the voting requirements under Article 5;
 - b. Vice-Presidents – For each Vice-President, only those persons that: (i) are Elected Representatives of Regular Members that fit within the relevant classification, as set forth in clause 6.05, for which the Vice-President is being elected, and (ii) that otherwise meet the voting requirements under Article 5;

- c. Directors – For each Director, only those persons that: (i) are Elected Representatives of Regular Members; (ii) where in relation to a classification, only those Elected Representatives of Regular Members that fit within the relevant classification as set forth in clause 4.03, and, if a town or village, the electoral zone for which the Director is being elected, and (iii) that otherwise meet the voting requirements under Article 5.

Article 8 – Directors and Officers

8.01 The Association shall have a Board consisting of fifteen (15) Directors. For greater clarity, one of whom shall also be the President.

8.02 The number of Directors representing each classification is:

- a. two (2) Directors appointed by the City of Calgary, one of whom shall be designated by the City as Vice-President for Calgary;
- b. two (2) Directors appointed by the City of Edmonton, one of whom shall be designated by the City as Vice-President for Edmonton;
- c. three (3) Directors representing cities with populations up to 500,000;
- d. three (3) Directors representing towns;
- e. three (3) Directors representing villages;
- f. one (1) Director representing summer villages;

for an aggregate total of fourteen (14) Directors elected or appointed in relation to a classification.

8.03 The Directors representing towns and villages shall be elected according to electoral zones designated by the Board.

8.04 The Board shall establish the electoral zones for towns and villages as follows:

- a. towns shall be grouped into three zones, designated as towns east, west and south, and otherwise in such a manner that the number of towns in each zone is approximately the same;
- b. villages shall likewise be grouped into three zones, designated as villages east, west and south, in such a manner that the number of villages in each zone is approximately the same;

The Board shall publish the electoral zone information on its website by June 30 in each year except where there are no changes from the previous year.

8.05 The following applies to the term of office for each position on the Board:

- a. it commences at the organizational meeting of the Board following the annual general meeting, and

- b. it continues until the applicable (as per the terms of office in clause 8.06) annual general meeting at which time the position is available for election.

8.06 The terms of office for the positions of Directors and elected Officers are as follows:

- a. President - Two (2) years;
- b. Vice-President - One (1) year;
- c. Director - Two (2) years.

For greater clarity, Directors and elected Officers may be re-elected for one or more successive terms, provided they are otherwise eligible for the position.

8.07 (1) The term of office for the following Director positions shall begin in odd numbered years:

- a. one (1) Calgary Director;
- b. one (1) Edmonton Director;
- c. two (2) for cities with populations up to 500,000;
- d. towns east;
- e. villages south;
- f. summer villages.

(2) The term of office for the following Director positions shall begin in even numbered years:

- a. one (1) Calgary Director;
- b. one (1) Edmonton Director;
- c. one (1) for cities with populations up to 500,000;
- d. towns west and south;
- e. villages east and west.

8.08 (1) A President who is no longer an Elected Representative immediately ceases to be President and a member of the Board.

(2) A Director who is no longer an Elected Representative immediately ceases to be a member of the Board.

8.09 Should the legal municipal status change of the municipality of which a Director is an Elected Representative:

- a. the Director is eligible to remain in the position until the next annual general meeting, and

- b. if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.

8.10 Should the office of the President become vacant, the remaining Board shall forthwith appoint a member of the Board to serve as President until the next annual general meeting.

8.11 (1) Should a vacancy occur in a Director position other than a Director appointed by the City of Calgary or the City of Edmonton or in a Vice-President position, then:

- a. the Board may appoint a replacement to serve until the next annual general meeting, and
- b. if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.

(2) Should a vacancy occur in a Director position or a Vice-President position appointed by the City of Calgary or the City of Edmonton, the relevant city may appoint a replacement for the remainder of the term of office of the position.

8.12 A person appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.

8.13 In carrying out the rights and responsibilities of a Director or Officer, every Director and Officer of the Association shall:

- a. act honestly and in good faith with a view to the best interests of the Association,
- b. exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances,
- c. comply with the applicable law including the Act, its regulations as well as with the objects, Bylaws, policies and procedures adopted by the Association,
- d. maintain the confidentiality of all Association information given to such Director or Officer that is considered confidential, except in the following circumstances:
 - i. the confidential information is or subsequently enters the public domain through no action of the Director or Officer; or
 - ii. the confidential information is required to be disclosed by law,
 and if the Director or Officer receives Association information that is considered confidential from:
 - iii. such person’s own independent sources; or
 - iv. any third party not under an obligation to keep the information Confidential,
 the Director will disclose to the Board that such information has been received.

- 8.14** A member of the Board ceases to be a Director if:
- a. the person is disqualified from Council pursuant to Section 174(1) of the MGA, or
 - b. the person misses three consecutive regular meetings of the Board, upon approval by the Board of the Director's removal, effective immediately upon notice from the Association to the Director.
- 8.15** The Board may, by resolution passed by at least three fourths (3/4) of the votes cast by those eligible to vote, remove a Director from the Board effective as of the date of the resolution or such later date as resolved by the Board. The provisions of clause 9.05 regarding notice and an opportunity to be heard apply to a resolution under this clause.

Article 9 – Disqualification of Directors

9.01 In this Article:

- a. "Director's family" means the Director's spouse or adult interdependent partner, the Director's children, the parents of the Director and the parents of the Director's spouse or interdependent partner;
- b. "spouse" means:
 - i. the spouse of a married person, and
 - ii. does not include a spouse who is living separate and apart from the other spouse if the spouses have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.

9.02 (1) A member of the Board has a pecuniary interest in a matter if:

- a. the matter could monetarily affect the Director or an employer of the Director, or
- b. the Director knows or should know that the matter could monetarily affect the Director's family.

(2) For the purposes of subsection (1), a person is monetarily affected by a matter if the matter monetarily affects:

- a. the person directly,
- b. a corporation, other than a distributing corporation (as defined under the governing legislation), in which the person is a shareholder, director or officer,
- c. a distributing corporation in which the person beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the person is a director or officer, or
- d. a partnership or firm of which the person is a member.

(3) A Director does not have a pecuniary interest by reason only of any interest:

- a. that the Director or a member of the Director's family may have by reason of being appointed by the Board as a director of a company incorporated for the purpose of carrying on business for and on behalf of the Association or by reason of being appointed as the representative of the Board on another body;
- b. that the Director or member of the Director's family may have with respect to any allowance, honorarium, remuneration or benefit to which the Director or member of the Director's family may be entitled by being appointed by the Board to a position described in clause a);
- c. that the Director may have with respect to any allowance, honorarium, remuneration or benefit to which the Director may be entitled by being a Director; or
- d. that is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Director.

9.03 (1) When a Director, or a Regular Member of which the Director is an Elected Representative, has a pecuniary interest in a matter before the Board, a Board committee or any other body to which the Director is appointed as a representative of the Board, the Director must, if present:

- a. disclose the general nature of the pecuniary interest prior to any discussion of the matter,
- b. abstain from voting on any question relating to the matter,
- c. abstain from any discussion of the matter, and
- d. subject to subsection (2), leave the room in which the meeting is being held until discussion and voting on the matter are concluded.

(2) If the matter with respect to which the Director, or the Regular Member of which the Director is an Elected Representative has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the Director to leave the room.

9.04 (1) A Director ceases eligibility to be a Director if the Director:

- a. takes part in a decision of the Board knowing that the decision might further a private interest of:
 - i. the Director,
 - ii. a corporation, firm or partnership referred to in clause 9.02(2), or
 - iii. a Regular Member of which the Director is an Elected Representative,
- b. where applicable, does not declare an interest and withdraw from a meeting without voting on or discussing a matter before the Board which might further a private interest referred to in clause (a)i., ii. or iii. above, or

- c. accepts:
 - i. a fee of any amount other than a fee or honorarium paid by the Association for the Director's services as a Director, or
 - ii. a gift or other benefit having a value of more than the maximum determined by the Board from time to time where such amount is received because the Director is a Director.

(2) Subsection (1)(c) does not apply if a Director is invited to attend an event or function as a representative of the Association and the Director discloses such attendance and payment in a manner approved by the Board from time to time.

9.05 (1) A meeting of the Board may be called under clause 10.01 to determine whether a Director is no longer eligible to be a Director under this Article.

(2) The Director:

- a. shall be given notice of a meeting of the Board called under this section;
- b. upon request:
 - i. shall be given particulars of the grounds on which it is alleged that the Director has ceased eligibility to be a Director;
 - ii. shall be given an opportunity to make representations to the Board in writing or in person, or by legal counsel, or any combination of the foregoing;
- c. is not entitled to be present while the Board discusses the question whether or not the Director has ceased eligibility to be a Director.

9.06 (1) Upon determination by the Board that the Director has ceased eligibility to be on the Board, the Association shall provide notice to the Director of the Director's removal from the Board effective the date thereof.

(2) The provisions of Article 8 relating to the filling of vacancies on the Board until the next annual general meeting apply to filling a vacancy under this Article.

9.07 A Director, by accepting appointment or election as a Director, agrees the Director will not be entitled to assert any claim or bring any legal action, whether for defamation or any other cause of action, against the Association or any Officer, Director or employee of the Association, in respect of anything done by any of them in good faith pursuant to this Article.

Article 10 – Powers and Duties of the Board

10.01 Meetings of the Board shall be held as follows:

- a. pursuant to a regular schedule of meetings set by the Board, or
- b. at the call of the President, or
- c. upon the written request of four (4) Directors with at least 72 hours' notice.

10.02 A quorum of the Board is eight (8) members.

10.03 At meetings of the Board, each Director present shall have one vote and, in the case of a tie, the motion shall be lost. A resolution in writing signed by all of the Directors, shall be valid and effectual as if it had been passed at a meeting of Directors duly called and constituted.

10.04 The Board has the authority to manage, or supervise the management of, the affairs of the Association. The Board has the authority and responsibility to carry out as appropriate, or delegate to its committees, the powers and duties conferred upon it by the Association and by law.

10.05 If the Board establishes and prescribes the terms of reference for any committee, or delegates that authority to the Executive Committee, the persons appointed as committee members may be:

- a. Directors,
- b. Elected Representatives of members,
- c. other persons, and/or
- d. any combination of the above.

10.06 Members of the Board and Executive Committee shall receive an honorarium for their service and shall be reimbursed for expenses reasonably incurred in performing their duties on the Board or Executive Committee.

10.07 The Board shall have authority on behalf of the Association to approve and adopt policies and procedures from time to time relating to the Association and its operations.

10.08 In addition to the duties otherwise set forth herein, and for greater clarity, in exercising its operational authority, the Board, and each Director and Officer, shall comply with the then current objects, bylaws, policies and procedures of the Association.

Article 11 – Executive Committee

11.01 The Executive Committee, also referred to as the Executive, shall consist of the President and the Vice-Presidents and may also include such other Directors of the Association that the Board may approve to be part of the Executive.

- 11.02** A quorum for Executive Committee meetings shall consist of three (3) members of the Executive.
- 11.03** The Executive Committee shall have all the powers of the Board between meetings of the Board on emergent and time sensitive issues in accordance with such rules as the Board may adopt provided that the Executive may only provide recommendations to the Board, and shall not determine, the following:
- a. the employment or termination of the Chief Executive Officer of the Association,
 - b. the amount of membership fees under clause 15.04, and
 - c. borrowing money under clauses 15.06 and 15.07.
- 11.04** The Executive Committee shall report any action taken under clause 11.03 at the next meeting of the Board.
- 11.05** The President and the Vice-Presidents of the Association shall have the duties and powers set forth in these Bylaws as well as those associated with their position as set forth below:
- a. President – The President of the Board shall, when present, preside at all meetings of the Board and of the members. The President shall, subject to the authority of the Board, have general supervision of the activities and affairs of the Association and shall have such other duties and powers as the Board may specify;
 - b. Vice-Presidents – If the President is absent or is unable or refuses to act, one of the Vice-Presidents shall preside at the meetings of the Board and of the members. The duty to preside in the President's absence shall be undertaken by the Vice-Presidents on a rotation that is approved by the Board. The Vice-Presidents shall have such other duties and powers as the Board may specify.

Article 12 – Meetings

- 12.01** The annual general meeting of the Association shall be held at such time and place as the Board may determine.
- 12.02** Written notice of the date of the annual general meeting shall be provided to each Regular Member and the Association's auditor not less than twenty-eight (28) days prior to the date of the meeting.
- 12.03** A Special General Meeting of the Association may be held at the call of five (5) percent of the Regular Membership or by two-thirds (2/3) vote of all the Board and written notice shall be provided to each Regular Member not less than fourteen (14) days before the date of the meeting except where a matter is to be decided by a Special Resolution in which case the notice period set forth in clause 16.03 shall apply.
- 12.04** A quorum at an annual general meeting or Special General Meeting shall be representation from twenty-five percent (25%) of the Regular Members in Good Standing and the quorum shall be determined within fifteen minutes of the posted starting time

of the meeting. For the purposes of this determination, a Regular Member shall be deemed to be represented if:

- a. at an annual general meeting, one of its Elected Representatives is registered to attend the annual Association's conference and annual general meeting, regardless of whether such Elected Representative attends the said meeting;
- b. at a Special General Meeting, one of its Elected Representatives is in attendance.

12.05 The President or, where applicable, a Vice-President or such other Director approved by the Board, shall chair the annual general meeting and any Special General Meeting.

12.06 The persons entitled to speak at an annual general meeting or Special General Meeting are:

- a. those Elected Representatives in attendance whose municipalities are Regular Members of the Association in Good Standing,
- b. in the event a Regular Member is unable to be represented at the annual general meeting or a Special General Meeting by an Elected Representative, an official appointed by motion of the council to represent it, provided that notice of such appointment is submitted in writing to the Chief Executive Officer at least three (3) days prior to the date of the annual general meeting or Special General Meeting, and for greater clarity, such person shall not have any voting rights,
- c. upon a motion from the floor, a representative of an Associate Member, and
- d. the Association's auditor and such other person(s) upon consent or invitation of the chair of the meeting.

12.07 Except as otherwise provided in these Bylaws, the rules of procedure to be followed at meetings of the Board, the annual general meeting and any Special General Meeting shall be formal in nature following, generally speaking, the applicable procedures set forth in "Robert's Rules of Order, Newly Revised" with deviations as deemed appropriate by the meeting's chair, to facilitate consensus, discussion and collaboration.

Article 13 – Chief Executive Officer

13.01 The Board shall appoint a Chief Executive Officer to manage the affairs of the Association. For greater clarity, the Chief Executive Officer shall not be a Director of the Association.

13.02 The Chief Executive Officer, as the chief officer of the Association and any of its subsidiaries, ensures that the policies and programs of the Association are implemented, and performs the duties and functions and exercises the powers assigned to the Chief Executive Officer by the Board.

13.03 The Chief Executive Officer may cause the Association to employ any staff required within the expenditure authority included in the Association's budget.

Article 14 – Signing Authority

- 14.01** After minutes are approved by the Board in relation to Board meetings and by the Regular Members in relation to membership meetings, the minutes shall be signed by the Chief Executive Officer to indicate such approval.
- 14.02** Except where otherwise authorized herein, the Board shall designate signing authorities for any financial or other instrument, contract, document or agreement requiring the signature of the Association and grant authorizations for the use of the seal by Board resolution or in one or more Board approved policies.

Article 15 – Financial Affairs

- 15.01** The fiscal year of the Association shall be the calendar year unless otherwise approved by the Board.
- 15.02** Before the end of each fiscal year, the Board shall approve a budget for the next fiscal year which shall include revenues at least sufficient to pay the estimated expenditures.
- 15.03** The Board may approve an interim budget for part of the next fiscal year.
- 15.04** The Board shall annually determine a method of calculating membership fees which will generate the membership fee revenue projected in the budget.
- 15.05** If any number of Regular Members agree to undertake a special initiative, the Board may levy a special fee on those members to raise the required revenue.
- 15.06** The Board shall have the power and authority to cause the Association to borrow money for operating purposes, and to give security therefor, in an amount not in excess of sixty percent (60%) of annual fees or special assessments then levied or assessed by the Association to its membership but not yet collected.
- 15.07** By a two-thirds (2/3) majority vote of the Board, the Association may borrow for capital purposes on such terms as the Board determines appropriate.
- 15.08** The Association may draw, make, accept, endorse, execute and issue promissory notes, bills of exchange and other negotiable instruments.
- 15.09** The books and records of the Association shall be available for the inspection by any Regular Member of the Association at the Association's office during normal business hours except confidential information of the Association which may only be disclosed upon Board approval and on such terms as are required by the Board.
- 15.10** In the event the Association is wound up or dissolved, the Association shall obtain and comply with the required authorizations and processes referenced in the Act. Further, in such event, all of its remaining assets after payment of its liabilities, if any, shall be paid to such registered and incorporated non-profit organization or

organizations with purposes similar to those of the Association as a majority of the Regular Members determine and in no event shall any member become entitled to any remaining assets of the Association.

15.11 The Board shall appoint by resolution an independent firm of chartered professional accountants as the Association's auditor to audit the annual financial statements of the Association and an audited annual financial statement shall be submitted to each annual general meeting.

15.12 The Association may acquire by gift or purchase and have, possess, and enjoy land, tenements, rents, annuities, and other property of any kind whatsoever within the Province of Alberta.

15.13 The Association may from time to time sell, alienate, exchange, mortgage, let, lease or otherwise dispose of any part of its real or personal estate.

15.14 Every Director and Officer of the Association and their heirs, executors and administrators, respectively, shall be deemed to have assumed office on the express understanding and agreement and condition that each shall, from time to time and at all times, be indemnified and saved harmless out of the funds of the Association from and against:

- a. all costs, charges, damages and expenses whatsoever, including without limitation, an amount paid to settle an action or satisfy a judgment, which they sustain or incur in or about any action, claim, suit or proceeding which is brought, commenced or prosecuted against them by reason of being or having been a Director or Officer of the Association or who acts or acted at the Association's request as a director or officer of another entity in which the Association had a material interest or in respect of any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office; and
- b. all other costs, charges, damages and expenses which they sustain or incur in or about or in relation to any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office;

except such costs, charges, damages and expenses as are occasioned by their own willful misconduct or dishonesty and except in respect of an action by or on behalf of the Association or other said entity to procure a judgment in its favour.

15.15 The Association shall purchase and maintain, or otherwise ensure, there is directors' and officers' liability insurance for the benefit of the Directors and Officers of the Association, in such amounts and with such insurers as the Board may from time to time determine appropriate.

Article 16 – Amendments

16.01 The Board or a Regular Member may propose a Special Resolution, as required by the Act, to amend these Bylaws.

16.02 A proposed Special Resolution may be considered at the annual general meeting or at a Special General Meeting.

16.03 Written notice of a proposed Special Resolution shall be provided to each Regular Member not less than twenty-eight (28) days before the meeting at which the Special Resolution is to be considered.

16.04 An amendment to the Bylaws shall not be made unless approved by Special Resolution.

16.05 Notwithstanding any other provision contained in these Bylaws, every Special Resolution to amend these Bylaws shall contain the following preamble:

“WHEREAS the following proposed amendment has been submitted to the Association only after taking into consideration:

- a. the Association’s fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
- b. the Association’s tax-exempt status under para. 149(1)(d.5) of the *Income Tax Act* (Canada) as discussed by the Canada Revenue Agency in its letter dated March 14, 2007,

and that the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association’s tax exempt status under para. 149(1)(d.5) of the *Income Tax Act* (Canada) as same may be amended from time to time.”

For greater clarity, failure to include the above preamble shall not invalidate a Special Resolution approved in accordance with these Bylaws and the governing law.

16.06 In 2025 and every subsequent year divisible by five (5), the President shall establish a special committee to conduct a general review of the Bylaws of the Association.

16.07 In the event any provision of these Bylaws is in any manner determined to be inconsistent with, or in violation of, the fundamental and paramount principle of the Association set forth in clause 2.02 above, then upon such determination being made by the Board acting reasonably, such provision shall be deemed to be void ab initio and of no force and effect, and such provision shall be deemed to be struck from these Bylaws without further notice or approval by the Regular Members. Further, the Regular Members and the Board shall take such steps and grant such approvals as are necessary to ensure the Bylaws are formally amended, approved and filed with Corporate Registry to reflect same.

SCHEDULE "B"

REDLINE COMPARE OF THE BYLAWS

~~ALBERTA URBAN MUNICIPALITIES ASSOCIATION~~

BYLAWS

Article ~~1~~ - NAME AND DEFINITIONS

- 1.03** The name of the Association (~~herein referred to as the "Association"~~) ~~is currently shall be~~ the Alberta Urban Municipalities Association, ~~which may be amended from time to time in accordance with the governing legislation and the terms hereof, referred to in these Bylaws as the "Association."~~
- 1.04** In these Bylaws, in addition to any other definitions contained herein, save where the contrary is expressed:
- a. **"Act"** means the *Societies Act* (Alberta) and any statute that may be substituted therefor, and the regulations made thereunder, as from time to time amended, and in the case of such amendment, reference in the Bylaws shall be read as referring to the amended provisions thereof;
 - b. **"appoint"** includes "elect" and *vice versa*;
 - c. **"Affiliate Member"** has the meaning set forth in clause 4.02(c);
 - d. **"Associate Member"** has the meaning set forth in clause 4.02(b);
 - e. **"Association"** means the Alberta Urban Municipalities Association ~~or such other name that it is legally changed to;~~
 - f. **"Board"** means the Board of Directors of the Association, as constituted from time to time;
 - g. **"Bylaws"** means these Bylaws and all other Bylaws of the Association from time to time in force and effect;
 - h. **"Chief Executive Officer"** means the person referred to in Article ~~13XIII~~ hereof that is duly appointed as the chief executive officer of the Association by the Board from time to time;
 - i. **"Director"** means a person who is from time to time duly elected or appointed as a Director of the Association;
 - j. **"Elected Representative"** means a member of the council of a Regular Member, elected pursuant to the MGA;
 - k. **"Good Standing"** means a member in respect of whom the Association has received the membership fee for the current membership year or, in the case of a Regular Member, evidence of intention to pay satisfactory to the Board has been received;
 - l. **"MGA"** means the *Municipal Government Act* (Alberta) and any statute that may be substituted therefor, and the regulations made thereunder, as from time to time amended, and in the case of such amendment, reference in the Bylaws shall be read as referring to the amended provisions thereof;
 - m. **"Officers"** means the officers of the Association including the elected or appointed officers that are elected or appointed by the membership as per the terms hereof, namely the President and Vice-Presidents (herein also referred to as the **"elected Officers"**), as well as those officers appointed by the Board, such as the Chief Executive Officer, and such other persons as would be construed as "officers" at law by reason of their senior roles of management with the Association.
 - n. **"Regular Member"** and **"Regular Membership"** have the meanings set forth in clause 4.02(a);

- o. **“Returning Officer”** has the meaning set forth in clause 7.01;
- p. **“Special General Meeting”** means a meeting of the membership other than the annual general meeting;
- q. **“Special Resolution”** has the meaning set forth in the Act.

Article 2H - PURPOSE OF BYLAWS

- 2.01** The purpose of these Bylaws is to conform to the provisions of the Act and to set out the Association’s membership, participation and leadership structures and processes to facilitate the Association’s ability to provide leadership in advocating for legislation and programs to the Alberta and Canadian governments and to other organizations that support effective municipal governance and municipal interests in general, and to provide services that address the needs of its membership.
- 2.02** These Bylaws establish, and shall continue to establish in each and every year of the Association’s existence, a fundamental and paramount principle that the Association is owned and controlled, directly or indirectly, by the Regular Members (as referenced in Article 4IV) of the Association in every material way, and that the Association’s Bylaws, or any other constating document of the Association, shall be interpreted by the Association’s Members, any court of competent jurisdiction and any taxing authority having jurisdiction, in a manner consistent with this fundamental and paramount principle.

Article 3III - GENERAL

- 3.01** The Board may establish procedures for convening any meeting referred to in these Bylaws by electronic or other communication facilities including a conference telephone call, video-conferencing, facsimile, e-mail or such other technology as may become available.
- 3.02** Notwithstanding anything in these Bylaws, if by virtue of severe weather conditions, a pandemic or other emergency reason that is generally applicable, it is impossible for a quorum to participate in any scheduled or required meeting, then:
 - a. the time for undertaking any action, and
 - b. the terms of office of the Directors, President and Vice-Presidents,
 shall be extended until the meeting can be reconvened.
- 3.03** When written notice is required to be provided under these Bylaws, the notice may be given by mail, facsimile or other electronic means which enables the recipient to review the entire text of the notice.
- 3.04** The Association shall comply with the governing privacy legislation to the extent it is applicable to the Association and/or its activities.

Article 4IV - MEMBERSHIP

- 4.01** Any municipality, organization or business which:
 - a. desires to further one or more [o](#)bjects of the Association,
 - b. qualifies under a membership category described in clause 4.02, and
 - c. pays the relevant membership fee,

may become a member of the Association, but subject to Board approval where clauses 4.02(a)ii., 4.02(a)iii. and 4.05 are applicable, and subject to clause 4.09 as it pertains to reinstatement.

4.02 The categories of membership are:

- a. REGULAR MEMBERSHIP, such members being referred to as “**Regular Members**”, which shall be available to:
 - iv. any city, town, village, summer village, or specialized municipality located in Alberta; ~~and~~
 - v. upon Board approval, any successor municipality of a Regular Member referred to in subsection i. above, including any municipal district or county if the municipal district or county is the successor municipality thereof; and
 - ~~v.vi.~~ upon Board approval, any applying improvement district or Special Area ; located in Alberta;
- b. ASSOCIATE MEMBERSHIP, such members being referred to as “**Associate Members**”, which shall be available to:
 - i. any municipality other than a municipality referred to in clause 4.02(a)i.;
 - ii. any organization wholly owned by one or more municipalities that are eligible to be Regular Members or Associate Members, any municipally-related non-profit organization or special purpose board or commission;
 - iii. any municipally-related non-profit organization or special purpose board or commission that provides a reciprocal membership that has been approved by the Board; and
 - ~~iii.v.~~ any other local authority or related non-profit organization incorporated pursuant to provincial legislation; located in or outside Alberta;
- c. AFFILIATE MEMBERSHIP, such members being referred to as “**Affiliate Members**”, which shall be available to any company, organization or individual, in or outside of the Province of Alberta.

4.03 The classifications of Regular Members for the purposes of determining Board representation under Articles ~~7vii~~ and ~~8viii~~ are as follows:

- a. cities with populations over 500,000;
- b. cities with populations up to 500,000;
- c. towns;
- d. villages; and
- e. summer villages.

4.04 For purposes of determining membership classification, a specialized municipality, municipal district or county shall be classified according to its population such that if it has a population equal to or greater than the population thresholds set out in applicable provincial legislation, or as otherwise determined by the Government of Alberta, in relation to:

- a. a city, it shall be considered a city;
- b. a town, it shall be considered a town;
- c. a village, it shall be considered a village; and

if less than the population set out for a village, it shall be considered a summer village.

~~For purposes of determining membership classification, a specialized municipality, municipal district or county shall be classified according to its population such that if it has a population equal to or~~

~~greater than the population thresholds set out in applicable provincial legislation or as otherwise determined by the Government of Alberta, in the MGA in relation to:~~

~~(a) — a city, it shall be considered a city;~~

~~(b) — a town, it shall be considered a town;~~

~~(c) — a village, it shall be considered a village; and~~

~~if less than the population set out for a village, it shall be considered a summer village.~~

4.05 The Townsite of Redwood Meadows, the Special Areas Board and an improvement district are eligible for inclusion, upon Board approval, in the classification of Regular Membership appropriate to its population.

4.06 (1) Subject to sub-clause (2), any member may withdraw from membership in the Association at any time by notice in writing.

(2) A Regular Member which wishes to withdraw from membership in the Association shall provide at least twelve (12) months' notice in writing to the Association accompanied by a certified copy of the resolution of council.

(3) Any notice of withdrawal of membership shall be presented to the Board.

(4) A member which withdraws from membership is not entitled to reimbursement of any membership fees.

4.07 The membership year is the calendar year.

4.08 For purposes of this section, "Association activities" means all activities of the Association under its mandate other than business services, and "business services", for the purposes of these Bylaws, shall mean the provision, directly or indirectly, of certain products or services by the Association to its members which shall typically be through a service delivery entity owned by or related to the Association. With respect to access to these activities and services:

a. Regular Members - Regular Members are entitled to participate in all Association activities and business services, including the right to vote as set forth in Article ~~5V~~;

b. Associate Members - Associate Members are entitled to participate in business services and may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, but, for greater clarity, such participation shall not include the right to vote on Association matters;

c. Affiliate Members - Affiliate members are ~~not~~ entitled to participate in business services ~~and but~~ may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, but, for greater clarity, such participation shall not include the right to vote on Association matters.

4.09 If a member ceases to be a member in Good Standing:

a. ~~municipalities or organizations that are Regular or Associate Members~~ such member shall not be entitled to participate in Association activities nor have any voting rights under Article ~~5V~~ but ~~Regular or Associate Members~~ shall be entitled to participate in the Association's business services;

b. for a period exceeding six (6) months, the member may be expelled from the Association upon approval thereof by the Board, effective immediately upon notice from the Association to the ~~Regular Member~~ Regular Member. Thereafter the member shall not be entitled to

participate in Association activities or enjoy membership privileges until the member has been brought into Good Standing and reinstated upon approval of the Board.

Article 5V – VOTING RIGHTS AT MEMBERS’ MEETINGS

- 5.01** The voting rights of a Regular Member in Good Standing of the Association at any annual general meeting or Special General Meeting shall be equal to one (1) vote for and by each Elected Representative of such Regular Member that is in attendance at such meeting.
- 5.02** For greater clarity, subject to clause 5.01, the maximum number of votes available to a Regular Member shall depend on the number of Elected Representatives it has on its council at the relevant time.

Article 6VI - NOMINATIONS

- 6.01** Nominations for Directors and elected Officers shall be conducted in accordance with the election procedures established by the Returning Officer designated pursuant to clause 7.01.
- 6.02** To be eligible for nomination, a person must at a minimum:
- a. be an Elected Representative of a Regular Member in Good Standing,
 - b. submit a completed nomination in the form prescribed by the Returning Officer, and
 - c. be nominated by at least two other Elected Representatives of Regular Members in Good Standing.
- Further, for the President or Vice-President positions, the nomination must be approved by a motion of the council of the Regular Member that the nominee is an Elected Representative of.
- 6.03** A municipality shall not have more than one Elected Representative serving in a Director position, except for the Cities of Edmonton and Calgary. In the event more than one Elected Representative from a municipality is nominated, the municipality’s council needs to approve a motion for only one nominee.
- 6.04** The persons making a nomination and the person being nominated must be eligible to vote in the election for which the nomination is being made.
- 6.05** The Association shall have five (5) Vice-Presidents who shall be elected or appointed according to a classification system that is slightly modified from that set forth in clause 4.03, with the applicable classifications for which a Vice-President shall be appointed, or elected being as follows:
- a. the City of Calgary;
 - b. the City of Edmonton;
 - c. cities with populations up to 500,000;
 - d. towns; and
 - e. villages and summer villages.
- A person eligible for nomination as Vice-President for a classification must also be elected or appointed as a Director in the classification.
- 6.06** The President shall also be a Director but not a Director that has been appointed or elected pursuant to clause 8.02 in relation to a classification.

Article ~~7~~⁷VII - ELECTIONS

- 7.01** The Board shall designate a person to be the “Returning Officer” who shall be responsible for the fair and proper conduct of elections.
- 7.02** The Returning Officer shall establish and publish election procedures in accordance with these Bylaws and any applicable policies and procedures adopted by the Board from time to time.
- 7.03** Elections of Directors and elected Officers shall be held at the annual general meeting.
- 7.04** The Regular Members eligible to vote on the election or appointment of the Directors and elected Officers through their respective Elected Representatives are as follows:
- a. President – For the President of the Association, all persons that meet the voting requirements under Article ~~5~~⁵;
 - b. Vice-Presidents – For each Vice-President, only those persons that: (i) are Elected Representatives of Regular Members that fit within the relevant classification, as set forth in clause 6.05, for which the Vice-President is being elected, and (ii) that otherwise meet the voting requirements under Article ~~5~~⁵;
 - c. Directors – For each Director, only those persons that: (i) are Elected Representatives of Regular Members; (ii) where in relation to a classification, only those Elected Representatives of Regular Members that fit within the relevant classification as set forth in clause 4.03, and, if a town or village, the electoral zone for which the Director is being elected, and (iii) that otherwise meet the voting requirements under Article ~~5~~⁵.

Article ~~8~~⁸VIII – DIRECTORS AND OFFICERS

- 8.01** The Association shall have a Board consisting of fifteen (15) Directors. For greater clarity, one of whom shall also be the President.
- 8.02** The number of Directors representing each classification is:
- a. two (2) Directors appointed by the City of Calgary, one of whom shall be designated by the City as Vice-President for Calgary;
 - b. two (2) Directors appointed by the City of Edmonton, one of whom shall be designated by the City as Vice-President for Edmonton;
 - c. three (3) Directors representing cities with populations up to 500,000;
 - d. three (3) Directors representing towns;
 - e. three (3) Directors representing villages;
 - f. one (1) Director representing summer villages;
- for an aggregate total of fourteen (14) Directors elected or appointed in relation to a classification.
- 8.03** The Directors representing towns and villages shall be elected according to electoral zones designated by the Board.
- 8.04** The Board shall establish the electoral zones for towns and villages as follows:
- a. towns shall be grouped into three zones, designated as towns east, west and south, and otherwise in such a manner that the number of towns in each zone is approximately the same;
 - b. villages shall likewise be grouped into three zones, designated as villages east, west and south, in such a manner that the number of villages in each zone is approximately the same;
- The Board shall publish the electoral zone information on its website by June 30 in each year except where there are no changes from the previous year.

- 8.05** The following applies to the term of office for each position on the Board:
- a. it commences at the organizational meeting of the Board following the annual general meeting, and
 - b. it continues until the ~~end of the~~ applicable (as per the terms of office in clause 8.06) annual general meeting at which time the position is available for election.
- 8.06** The terms of office for the positions of Directors and elected Officers are as follows:
- a. President - Two (2) years;
 - b. Vice-President – One (1) year;
 - c. Director – Two (2) years.
- For greater clarity, Directors and elected Officers may be re-elected for one or more successive terms, provided they are otherwise eligible for the position.
- 8.07** (1) The term of office for the following Director positions shall begin in odd numbered years:
- a. one (1) Calgary Director;
 - b. one (1) Edmonton Director;
 - c. two (2) for cities with populations up to 500,000;
 - d. towns east;
 - e. villages south;
 - f. summer villages.
- (2) The term of office for the following Director positions shall begin in even numbered years:
- a. one (1) Calgary Director;
 - b. one (1) Edmonton Director;
 - c. one (1) for cities with populations up to 500,000;
 - d. towns west and south;
 - e. villages east and west.
- 8.08** (1) A President who is no longer an Elected Representative immediately ceases to be President and a member of the Board.
- (2) A Director who is no longer an Elected Representative immediately ceases to be a member of the Board.
- ~~(3) In the case of either (1) or (2) above, if the period until the next annual general meeting is longer than three (3) months, the position shall be deemed to be vacant.~~
- 8.09** Should the legal municipal status change of the municipality of which a Director is an Elected Representative:
- a. the Director is eligible to remain in the position until the next annual general meeting, and
 - b. if the term of office for the position does not expire at the end of the next annual general meeting, a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.
- 8.10** Should the office of the President become vacant, the remaining Board shall forthwith appoint a member of the Board to serve as President until the next annual general meeting.
- 8.11** (1) Should a vacancy occur in a Director position other than a Director appointed by the City of Calgary or the City of Edmonton or in a Vice-President position, then:
- a. the Board may appoint a replacement to serve until the next annual general meeting, and

- b. if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.

(2) Should a vacancy occur in a Director position or a Vice-President position appointed by the City of Calgary or the City of Edmonton, the relevant city may appoint a replacement for the remainder of the term of office of the position.

8.12 A person appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.

8.13 In carrying out the rights and responsibilities of a Director or Officer, every Director and Officer of the Association shall:

- a. act honestly and in good faith with a view to the best interests of the Association,
- b. exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances,
- c. comply with the applicable law including the Act, its regulations as well as with the objects, Bylaws, policies and procedures adopted by the Association,
- d. maintain the confidentiality of all Association information given to such Director or Officer that is considered confidential, except in the following circumstances:
 - v. the confidential information is in or subsequently enters the public domain through no action of the Director or Officer; or
 - vi. the confidential information is required to be disclosed by law, _____ and if the Director or Officer receives Association information that is _____ considered confidential from:
 - vii. such person's own independent sources; or
 - viii. any third party not under an obligation to keep the information confidential, the Director will disclose to the Board that such information has been received.

8.14 A member of the Board ceases to be a Director if:

- a. the person is disqualified from council pursuant to sSection 174(1) of the MGA, or
- b. the person misses three consecutive regular meetings of the Board, upon approval by the Board of the Director's removal, effective immediately upon notice from the Association to the Director.

8.15 The Board may, by resolution passed by at least three fourths (3/4) of the votes cast by those eligible to vote, remove a Director from the Board effective as of the date of the resolution or such later date as resolved by the Board. The provisions of clause 9.05 regarding notice and an opportunity to be heard apply to a resolution under this clause.

ARTICLE ~~9~~ - DISQUALIFICATION OF DIRECTORS

9.01 In this Article:

- a. "Director's family" means the Director's spouse or adult interdependent partner, the Director's children, the parents of the Director and the parents of the Director's spouse or interdependent partner;
- b. "spouse" means:
 - i. the spouse of a married person, and

- ii. does not include a spouse who is living separate and apart from the other spouse if the spouses have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.

9.02 (1) A member of the Board has a pecuniary interest in a matter if:

- a. the matter could monetarily affect the Director or an employer of the Director, or
- b. the Director knows or should know that the matter could monetarily affect the Director's family.

(2) For the purposes of subsection (1), a person is monetarily affected by a matter if the matter monetarily affects:

- a. the person directly,
- b. a corporation, other than a distributing corporation (as defined under the governing legislation), in which the person is a shareholder, director or officer,
- c. a distributing corporation in which the person beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the person is a director or officer, or
- d. a partnership or firm of which the person is a member.

(3) A Director does not have a pecuniary interest by reason only of any interest:

- a. that the Director or a member of the Director's family may have by reason of being appointed by the Board as a director of a company incorporated for the purpose of carrying on business for and on behalf of the Association or by reason of being appointed as the representative of the Board on another body;
- b. that the Director or member of the Director's family may have with respect to any allowance, honorarium, remuneration or benefit to which the Director or member of the Director's family may be entitled by being appointed by the Board to a position described in clause a.);
- c. that the Director may have with respect to any allowance, honorarium, remuneration or benefit to which the Director may be entitled by being a Director; or
- d. that is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Director.

9.03 (1) When a Director, or a Regular Member of which the Director is an Elected Representative, has a pecuniary interest in a matter before the Board, a Board committee or any other body to which the Director is appointed as a representative of the Board, the Director must, if present:

- a. disclose the general nature of the pecuniary interest prior to any discussion of the matter,
- b. abstain from voting on any question relating to the matter,
- c. abstain from any discussion of the matter, and
- d. subject to subsection (2), leave the room in which the meeting is being held until discussion and voting on the matter are concluded.

(2) If the matter with respect to which the Director, or the Regular Member of which the Director is an Elected Representative, has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the Director to leave the room.

9.04 (1) A Director ceases eligibility to be a Director if the Director:

- a. takes part in a decision of the Board knowing that the decision might further a private interest of:
 - i. the Director,
 - ii. a corporation, firm or partnership referred to in clause 9.02(2), or

- iii. a Regular Member of which the Director is an Elected Representative,
- b. where applicable, does not declare an interest and withdraw from a meeting without voting on or discussing a matter before the Board which might further a private interest referred to in clause (a)i., ii. or iii. above, or
- c. accepts:
 - i. a fee of any amount other than a fee or honorarium paid by the Association for the Director's services as a Director, or
 - ii. a gift or other benefit having a value of more than the maximum determined by the Board from time to time where such amount is received because the Director is a Director.

(2) Subsection (1)~~(c.)~~ does not apply if a Director is invited to attend an event or function as a representative of the Association and the Director discloses such attendance and payment in a manner approved by the Board from time to time.

9.05 (1) A meeting of the Board may be called under clause 10.01 to determine whether a Director is no longer eligible to be a Director under this Article.

(2) The Director:

- a. shall be given notice of a meeting of the Board called under this section;
- b. upon request:
 - i. shall be given particulars of the grounds on which it is alleged that the Director has ceased eligibility to be a Director;
 - ii. shall be given an opportunity to make representations to the Board in writing or in person, or by legal counsel, or any combination of the foregoing;
- c. is not entitled to be present while the Board discusses the question whether or not the Director has ceased eligibility to be a Director.

9.06 (1) Upon determination by the Board that the Director has ceased eligibility to be on the Board, the Association shall provide notice to the Director of the Director's removal from the Board effective the date thereof.

(2) The provisions of Article ~~8VIII~~ relating to the filling of vacancies on the Board until the next annual general meeting apply to filling a vacancy under this Article.

9.07 A Director, by accepting appointment or election as a Director, agrees the Director will not be entitled to assert any claim or bring any legal action, whether for defamation or any other cause of action, against the Association or any Officer, Director or employee of the Association, in respect of anything done by any of them in good faith pursuant to this Article.

Article ~~10X~~ - POWERS AND DUTIES OF THE BOARD

10.01 Meetings of the Board shall be held as follows:

- a. pursuant to a regular schedule of meetings set by the Board ~~at its organizational meeting following the annual general meeting,~~ or
- b. at the call of the President, or
- c. upon the written request of four (4) Directors with at least 72 hours notice.

10.02 A quorum of the Board is eight (8) members.

- 10.03** At meetings of the Board, each Director present shall have one vote and, in the case of a tie, the motion shall be lost. A resolution in writing signed by all of the Directors, shall be valid and effectual as if it had been passed at a meeting of Directors duly called and constituted.
- 10.04** The Board has the authority to manage, or supervise the management of, the affairs of the Association. The Board has the authority and responsibility to carry out as appropriate, or delegate to its committees, the powers and duties conferred upon it by the Association and by law.
- 10.05** If the Board establishes and prescribes the terms of reference for any committee, or delegates that authority to the Executive Committee, the persons appointed as committee members may be:
- a. Directors,
 - b. Elected Representatives of members,
 - c. other persons, and/or
 - d. any combination of the above.
- 10.06** Members of the Board and Executive Committee shall receive an honorarium for their service and shall be reimbursed for expenses reasonably incurred in performing their duties on the Board or Executive Committee.
- 10.07** The Board shall have authority on behalf of the Association to approve and adopt policies and procedures from time to time relating to the Association and its operations.
- 10.08** In addition to the duties otherwise set forth herein, and for greater clarity, in exercising its operational authority, the Board, and each Director and Officer, shall comply with the then current objects, bylaws, policies and procedures of the Association.

Article ~~11X~~ - EXECUTIVE COMMITTEE

- 11.01** The Executive Committee, also referred to as the Executive, shall consist of the President and the Vice-Presidents and may also include such other Directors of the Association that the Board may approve to be part of the Executive.
- 11.02** A quorum for Executive Committee meetings shall consist of three (3) members of the Executive.
- 11.03** The Executive Committee shall have all the powers of the Board between meetings of the Board on emergent and time sensitive issues in accordance with such rules as the Board may adopt provided that the Executive may only provide recommendations to the Board, and shall not determine, the following:
- a. the employment or termination of the Chief Executive Officer of the Association,
 - b. the amount of membership fees under clause 15.04, and
 - c. borrowing money under clauses 15.06 and 15.07.
- 11.04** The Executive Committee shall report any action taken under clause 11.03 at the next meeting of the Board.
- 11.05** The President and the Vice-Presidents of the Association shall have the duties and powers set forth in these Bylaws as well as those associated with their position as set forth below:
- a. President – The President of the Board shall, when present, preside at all meetings of the Board and of the members. The President shall, subject to the authority of the Board, have general supervision of the activities and affairs of the Association and shall have such other duties and powers as the Board may specify;

- b. Vice-Presidents – If the President is absent or is unable or refuses to act, one of the Vice-Presidents shall preside at the meetings of the Board and of the members. The duty to preside in the President’s absence shall be undertaken by the Vice-Presidents on a rotation that is approved by the Board. The Vice-Presidents shall have such other duties and powers as the Board may specify.

Article ~~12XII~~ - MEETINGS

- 12.01** The annual general meeting of the Association shall be held at such time and place as the Board may determine.
- 12.02** Written notice of the date of the annual general meeting shall be provided to each Regular Member and the Association’s auditor not less than twenty-eight (28) days prior to the date of the meeting.
- 12.03** A Special General Meeting of the Association may be held at the call of five (5) percent of the Regular Membership or by two-thirds (2/3) vote of all the Board and written notice shall be provided to each Regular Member not less than fourteen (14) days before the date of the meeting except where a matter is to be decided by a Special Resolution in which case the notice period set forth in clause 16.03 shall apply.
- 12.04** A quorum at an annual general meeting or Special General Meeting shall be representation from twenty-five percent (25%) of the Regular Members in Good Standing and the quorum shall be determined within fifteen minutes of the posted starting time of the meeting. For the purposes of this determination, a Regular Member shall be deemed to be represented if:
 - a. at an annual general meeting, one of its Elected Representatives is registered to attend the annual Association’s conference and annual general meeting, regardless of whether such Elected Representative attends the said meeting;
 - b. at a Special General Meeting, one of its Elected Representatives is in attendance.
- 12.05** The President or, where applicable, a Vice-President or such other Director approved by the Board, shall chair the annual general meeting and any Special General Meeting.
- 12.06** The persons entitled to speak at an annual general meeting or Special General Meeting are:
 - a. those Elected Representatives in attendance whose municipalities are Regular Members of the Association in Good Standing,
 - b. in the event a Regular Member is unable to be represented at the annual general meeting or a Special General Meeting by an Elected Representative, an official appointed by motion of the council to represent it, provided that notice of such appointment is submitted in writing to the Chief Executive Officer at least three (3) days prior to the date of the annual general meeting or Special General Meeting, and for greater clarity, such person shall not have any voting rights,
 - c. upon a motion from the floor, a representative of an Associate Member, and
 - d. the Association’s auditor and such other person(s) upon consent or invitation of the chair of the meeting.
- 12.07** Except as otherwise provided in these Bylaws, the rules of procedure to be followed at meetings of the Board, the annual general meeting and any Special General Meeting shall be formal in nature following, generally speaking, the applicable procedures set forth in "Robert's Rules of Order, Newly Revised" with deviations as deemed appropriate by the meeting’s chair, to facilitate consensus, discussion and collaboration.

Article ~~13~~^{XIII} - CHIEF EXECUTIVE OFFICER

- 13.01** The Board shall appoint a Chief Executive Officer to manage the affairs of the Association. For greater clarity, the Chief Executive Officer shall not be a Director of the Association.
- 13.02** The Chief Executive Officer, as the chief officer of the Association and any of its subsidiaries, ensures that the policies and programs of the Association are implemented, and performs the duties and functions and exercises the powers assigned to the Chief Executive Officer by the Board.
- 13.03** The Chief Executive Officer may cause the Association to employ any staff required within the expenditure authority included in the Association's budget.

Article ~~14~~^{XIV} - SIGNING AUTHORITY

- 14.01** After minutes are approved by the Board in relation to Board meetings and by the Regular Members in relation to membership meetings, the minutes shall be signed by the Chief Executive Officer to indicate such approval.
- 14.02** Except where otherwise authorized herein, the Board shall designate signing authorities for any financial or other instrument, contract, document or agreement requiring the signature of the Association and grant authorizations for the use of the seal by Board resolution or in one or more Board approved policies.

Article ~~15~~^{XV} - FINANCIAL AFFAIRS

- 15.01** The fiscal year of the Association shall be the calendar year unless otherwise approved by the Board.
- 15.02** Before the end of each fiscal year, the Board shall approve a budget for the next fiscal year which shall include revenues at least sufficient to pay the estimated expenditures.
- 15.03** The Board may approve an interim budget for part of the next fiscal year.
- 15.04** The Board shall annually determine a method of calculating membership fees which will generate the membership fee revenue projected in the budget.
- 15.05** If any number of Regular Members agree to undertake a special initiative, the Board may levy a special fee on those members to raise the required revenue.
- 15.06** The Board shall have the power and authority to cause the Association to borrow money for operating purposes, and to give security therefor, in an amount not in excess of sixty percent (60%) of annual fees or special assessments then levied or assessed by the Association to its membership but not yet collected.
- 15.07** By a two-thirds (2/3) majority vote of the Board, the Association may borrow for capital purposes on such terms as the Board determines appropriate.
- 15.08** The Association may draw, make, accept, endorse, execute and issue promissory notes, bills of exchange and other negotiable instruments.
- 15.09** The books and records of the Association shall be available for the inspection by any Regular Member of the Association at the Association's office during normal business hours except

confidential information of the Association which may only be disclosed upon Board approval and on such terms as are required by the Board.

- 15.10** In the event the Association is wound up or dissolved, the Association shall obtain and comply with the required authorizations and processes referenced in the Act. Further, in such event, all of its remaining assets after payment of its liabilities, if any, shall be paid to such registered and incorporated non-profit organization or organizations with purposes similar to those of the Association as a majority of the Regular Members determine and in no event shall any ~~m~~Member become entitled to any remaining assets of the Association.
- 15.11** The Board shall appoint by resolution an independent firm of chartered professional accountants as the Association's auditor to audit the annual financial statements of the Association and an audited annual financial statement shall be submitted to each annual general meeting.
- 15.12** The Association may acquire by gift or purchase and have, possess, and enjoy land, tenements, rents, annuities, and other property of any kind whatsoever within the Province of Alberta.
- 15.13** The Association may from time to time sell, alienate, exchange, mortgage, let, lease or otherwise dispose of any part of its real or personal estate.
- 15.14** Every Director and Officer of the Association and their heirs, executors and administrators, respectively, shall be deemed to have assumed office on the express understanding and agreement and condition that each shall, from time to time and at all times, be indemnified and saved harmless out of the funds of the Association from and against:
- a. all costs, charges, damages and expenses whatsoever, including without limitation, an amount paid to settle an action or satisfy a judgment, which they sustain or incur in or about any action, claim, suit or proceeding which is brought, commenced or prosecuted against them by reason of being or having been a Director or Officer of the Association or who acts or acted at the Association's request as a director or officer of another entity in which the Association had a material interest or in respect of any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office; and
 - b. all other costs, charges, damages and expenses which they sustain or incur in or about or in relation to any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office;
- except such costs, charges, damages and expenses as are occasioned by their own willful misconduct or dishonesty and except in respect of an action by or on behalf of the Association or other said entity to procure a judgment in its favour.
- 15.15** The Association shall purchase and maintain, or otherwise ensure, there is directors' and officers' liability insurance for the benefit of the Directors and Officers of the Association, in such amounts and with such insurers as the Board may from time to time determine appropriate.

Article ~~16XVI~~ - AMENDMENTS

- 16.01** The Board or a Regular Member may propose a Special Resolution, as required by the Act, to amend these Bylaws.
- 16.02** A proposed Special Resolution may be considered at the annual general meeting or at a Special General Meeting.

16.03 Written notice of a proposed Special Resolution shall be provided to each Regular Member not less than twenty-eight (28) days before the meeting at which the Special Resolution is to be considered.

16.04 An amendment to the Bylaws shall not be made unless approved by Special Resolution.

16.05 Notwithstanding any other provision contained in these Bylaws, every Special Resolution to amend these Bylaws shall contain the following preamble:

“WHEREAS the following proposed amendment has been submitted to the Association only after taking into consideration:

- a. the Association’s fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
- b. the Association’s tax-exempt status under para. 149(1)(d.5) of the *Income Tax Act*, (Canada) as discussed by the Canada Revenue Agency in its letter dated March 14, 2007,

and that the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association’s tax-exempt status under para. 149(1)(d.5) of the *Income Tax Act*, (Canada) as same may be amended from time to time.”

For greater clarity, failure to include the above preamble shall not invalidate a Special Resolution approved in accordance with these Bylaws and the governing law.

16.06 In 2025 and every subsequent year divisible by five (5), the President shall establish a special committee to conduct a general review of the Bylaws of the Association.

16.07 In the event any provision of these Bylaws is in any manner determined to be inconsistent with, or in violation of, the fundamental and paramount principle of the Association set forth in clause 2.02 above, then upon such determination being made by the Board acting reasonably, such provision shall be deemed to be void *ab initio* and of no force and effect, and such provision shall be deemed to be struck from these Bylaws without further notice or approval by the Regular Members. Further, the Regular Members and the Board shall take such steps and grant such approvals as are necessary to ensure the Bylaws are formally amended, approved and filed with Corporate Registry to reflect same.



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

AGENDA ITEM: 4.4

COUNCIL MEETING DATE:
September 13, 2022

ITEM DESCRIPTION OR TITLE
Northern Lights Library Board

RECOMMENDATION
THAT Council determine the appropriate course of action.

BACKGROUND

The Northern Lights Library Board recently sent a letter to Minister McIver requesting additional funding for library services. The Library Board has requested the Town send a letter supporting the request.

The last increase from the province to library system grants was in 2015 when it moved from \$4.60 to \$4.70 (10 cents) per resident. During the same period municipalities have raised their contributions by 29 cents per resident.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Supports community planning.

FINANCIAL IMPLICATIONS

N/A


POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Northern Lights Library Board – Request Letter

Report Prepared By: Rick Bastow, CAO

Approved by CAO: 

Hon. Ric McIver
Deputy Leader, Minister of Transportation and Minister of Municipal Affairs
Government of Alberta

CC: Greg Smith, Chief of Staff for Ric McIver, Minister of Municipal Affairs,
Government of Alberta

August 31, 2022

Dear Minister McIver,

The Northern Lights Library System, the 55 municipalities and the Indigenous communities it represents, would like to thank you for your ongoing support of libraries in our province and especially in our rural communities. Your choice to maintain consistent funding for libraries in the face of economic instability is applauded and welcomed. Thank you.

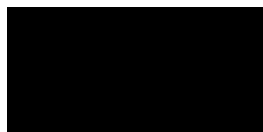
We are aware you have received a number of letters from across the province regarding library funding. Some have suggested updating the population list used to calculate library grant funding. Others have rightly pointed out, that change alone would be insufficient in meeting the needs of rural municipalities that do not have rapidly growing populations but still feel the pressure of rising inflation. We recognize that funding models are complicated but support the request for further funding so libraries can continue to meet the needs of Albertans.

A simple shift to the population numbers used to calculate the grants will not meet the increasing demands on library services in rural Alberta. Most of our municipalities face a reduced or static tax base. Despite this, and for good reasons, local municipalities have made increasing investments in library services. Northern Lights Board has prepared a 4-year projected budget and is asking municipalities to commit to a modest levy increase each year to meet the demands of inflation.

The last increase from the province to library system grants was in 2015 when it moved from \$4.60 to \$4.70 (10 cents) per resident. Since that time our municipalities have raised their contributions by 29 cents per resident. We are asking the provincial government to commit with local municipalities to increase funding to at least meet inflation. Meeting inflation will ensure our libraries can continue to provide the services they do today. Greater funding would allow libraries to reach more Albertans, especially our underserved populations.

We are asking our local governments to recognize that cost increases are inevitable and to assist libraries in planning and preparing for the future. Modest, committed increases, will ultimately save Albertans money while ensuring sustainable services. We appeal to the province to meet their municipal partners in increasing funding for library services.

Respectfully,



Vicky Lefebvre
Board Chair
Northern Lights Library System



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

AGENDA ITEM: 4.5

COUNCIL MEETING DATE:
September 13, 2022

ITEM DESCRIPTION OR TITLE
Mental Health Workshop

RECOMMENDATION
THAT Council receive the Mental Health Workshop for information.

BACKGROUND
Alberta Health Services, Elk Island Public Schools, Family and Community Support Services along with Town Administration have begun a preliminary discussion on hosting a Mental Health Workshop. The Workshop would be offered in a format suitable for both youth and adults.


COMMUNICATIONS
Promote the availability of the workshop.

IMPLICATIONS OF DECISION
Supports community health and well being.

FINANCIAL IMPLICATIONS
Current projections would see associated costs primarily funded through in-kind contributions from partner/support agencies. A contingency fund of \$500 may be required. Associated funds would be available from GL-590- Events

POLICY AND/OR LEGISLATIVE REFERENCES
Strategic Plan 2019 – 2022: Goal 5 Develop and deliver quality services and amenities for all residents.

ATTACHMENTS
N/A

Report Prepared By: Rick Bastow, CAO
Approved by CAO: 



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

AGENDA ITEM: 4.6

COUNCIL MEETING DATE:
September 13, 2022

ITEM DESCRIPTION OR TITLE

Asset Management Training

RECOMMENDATION

THAT Council determine the appropriate course of action.

BACKGROUND

Alberta Municipalities, in partnership with Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta, have received funding to offer asset management training to municipal administrators and elected officials at no charge, under the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP).

The training available for this year will include:

- 1-day workshops for elected officials in five locations across the province
- Introductory and Advanced Asset Management Cohort Workshop Series for administration
- A community of practice group learning opportunity offered by Infrastructure Asset Management Alberta

Registration in the cohort workshops for administrators requires a council resolution to support participation and is part of our reporting requirements to FCM.

The application form must be completed by September 16, 2022.

If Council chooses to participate the motion could read:

THAT Council authorize Councillors (confirm participants), CAO Bastow and Director Edworthy to register for the asset management training offered by Alberta Municipalities, in partnership with Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta.

COMMUNICATIONS

N/A



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

IMPLICATIONS OF DECISION

Supports community planning.

FINANCIAL IMPLICATIONS

Municipalities will be required to incur some costs to participate in the cohort. These include accommodation and travel between workshops and meetings.

Venue, catering, and materials at the workshops and / or meetings will be provided.

Estimated municipally incurred costs will likely range from \$500 to \$2,000, depending on the number of participants in your municipality and workshop locations.

Funds (approximately \$4,000) are available from the Training/Development and Travel/Subsistence budget line for incurred expense.

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



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

AGENDA ITEM: 4.7

COUNCIL MEETING DATE:
September 13, 2022

ITEM DESCRIPTION OR TITLE

Council Meetings

RECOMMENDATION

THAT Council resume meetings at the Town office effective September 27, 2022.

BACKGROUND

A solution to implement live streaming and video recording of meetings has been achieved.

Passing the recommended motion will move anticipated return to Chamber forward by approximately 2 months.

COMMUNICATIONS

Advise where future meetings will be held.

IMPLICATIONS OF DECISION

Supports community engagement.

FINANCIAL IMPLICATIONS


N/A

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

N/A

Report Prepared By: Rick Bastow
Approved by CAO: 



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

AGENDA ITEM: 4.8

COUNCIL MEETING DATE:
September 13, 2022

ITEM DESCRIPTION OR TITLE
Tribute to Queen Elizabeth II

RECOMMENDATION
THAT Council accept the update as information.

BACKGROUND
Her Majesty Queen Elizabeth II died September 8, 2022, at 96 years old. The Town of Lamont joins members of the Commonwealth in mourning her death and extend heartfelt condolences to all members of the Royal Family.

Flags have been lowered to half mast for the mourning period (10 days), with the exception of the accession day of the King. Council has the option to include a moment of reflection, honouring the Queen, as part of the September 15th Picnic in the park event.

COMMUNICATIONS
Social Media and web posting

IMPLICATIONS OF DECISION
TBD

FINANCIAL IMPLICATIONS
TBD

POLICY AND/OR LEGISLATIVE REFERENCES
N/A

ATTACHMENTS
N/A

Report Prepared By: Rick Bastow, CAO
Approved by CAO: 



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: September 13, 2022

ELECTED OFFICIAL: Kirk Perrin

REPORT PERIOD: August 23 – September 8, 2022

Boards and Committees:

- **Economic development board meeting – September 7th**
- **Strategic plan committee meeting – September 8th**

Town of Lamont Business:

-

Professional Development (Workshops & Conferences):

-
-

Lamont Functions and Events:

- **Babas and Borscht Ukrainian festival – August 27th**
- **110th Lamont hospital foundation event – September 1st**
- **Community awareness event – September 8th**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: September 13 , 2022

ELECTED OFFICIAL: Linda Sieker

REPORT PERIOD, August 20– September 8 ,2022

Boards and Committees :

- N/A

Town of Lamont Business:

- N/A

Professional Development (Workshops & Conferences)

- Sept 8 – Strategic Planning Meeting

Lamont Functions and Events :

- Aug 26 – Chamber of Commerce – Farewell Reception – Executive Director
- Aug 27 – Babas and Borsch – Reception Volunteer
- Aug 28 - Babas and Borsch – Borsch Server for Borsch Cook-Off
- Aug 28 – Babas and Borsch - Zabava
- Sept 1 – Lamont Health Care Centre – 110 Anniversary
- Sept 7 – Fort Sask Chamber of Commerce – Business Awards Judging
- Sept 8 - Community Awareness Night



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE:

ELECTED OFFICIAL: Al Harvey

REPORT PERIOD: Aug 17 to September 7, 2020

Boards and Committees:

- August 18, Strategic Plan
- August 24, Chamber Dow Path 2 Zero
- August 26, Chamber Tamara Farewell

Items for Council Discussion:

(Requires Input from Council to Take Back to Boards and Committees)

Town of Lamont Business:

- August 23, Council Meeting
- September 7, Economic Development Board Meeting

Professional Development (Workshops & Conferences):

- N/A

Lamont Functions and Events:

- August 20, Mundare Agri Days
- August 27-28 Babas and Borshcht

CAO REPORT

FOR THE PERIOD ENDING September 7, 2022

HIGHLIGHTS:

August 24, 2022

- Derelict properties legal review.
- Location data for NG-911.
- Funding programs review.

August 25, 2022

- Weekly Director Operations meeting.

August 26, 2022

- Strategy development and economic development.
- Curling Club meeting.

August 30, 2022

- Fire department – facility discussion.
- Weekly Deputy CAO meeting.
- Weekly finance meeting.

August 31, 2022

- Strategy development and economic development.
- Mental health workshop discussion.

September 6, 2022

- Fire department – facility discussion.
- Weekly Deputy CAO meeting.

September 7, 2022

- Regional emergency management meeting.
- Economic development planning.

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING September 13, 2022

HIGHLIGHTS

STAFF

- Held weekly Operations team meetings Thursday.
- Operations OH&S Team meeting August 30, 2022.
- Held casual staffing interviews.

Facilities

- Baba's and Borsh event August 26- 28, 2022.
- 4 other facility bookings since August 23, 2022.
- Arena ice plant start up September 7, 2022.

Transportation Maintenance

- Line painting and Crosswalk painting underway.
- 44 A St Edna repair work completed.
- Sidewalk repair started.
- 48 Street South of Highway dust control added.

Parks & Recreation

- Trees ordered for fall installation.
- Playground border replaced and landscaping completed Edna Playground.
- Met with Curling Club to renew agreement.

Utilities

- 54 St PRV repair work initiated.
- Meter replacement program has been ongoing.
- Scada System project initiated.

Projects & Requests:

- Assisted with the Baba's and Borsh event.
- Met with Rogers to identify possible Tower locations.
- Return to Council chambers work is underway.
- 2022 Capital Works Program:
 - Curb and sidewalk have been completed.
 - Landscaping Completed Sept 16, 2022
 - Concrete tie in locations completed Sept 16, 2022
 - Paving prep scheduled Sept 19, 2022.
 - Paving completion scheduled for September 23, 2022.

Description	2022 Budget	Targeted		Variance	% of Completion	2022 -		Increase/ (Decrease)	Percentage	Note
		Amount Aug	2022 Actual Aug			Aug	2021 - Aug			
REVENUE										
General Revenue	(2,831,611)	(2,706,830)	(2,961,528)	129,917	105%	(22,490)	(21,943)	-547	2%	
Administration	(160,862)	(107,241)	(137,934)	(22,928)	86%	(111,448)	(595)	(110,853)	18631%	
By Law	(5,967)	(3,978)	(3,542)	(2,425)	59%	(295)	(192)	(103)	54%	
Strs. & Road	(2,602,559)	(1,735,039)	(107,016)	(2,495,543)	4%	(106,309)	(690)	(105,619)	15307%	
Water	(620,698)	(413,799)	(267,735)	(352,963)	43%	(1,533)	(1,004)	(529)	53%	
Sewer	(835,395)	(556,930)	(78,218)	(757,177)	9%	(160)	(7)	(153)	2190%	
Garbage	(349,415)	(232,943)	(174,069)	(175,346)	50%	(377)	0	(377)	0%	
Cemetery	(1,248)	(832)	(400)	(848)	32%	0	0	0	0%	
Planning & Subdivision	(2,143)	(1,429)	(798)	(1,345)	37%	0	(530)	530	-100%	
Hall	(10,528)	(7,019)	(9,309)	(1,219)	88%	(462)	(961)	500	-52%	
Arena	(143,893)	(95,929)	(35,847)	(108,046)	25%	(923)	(67,373)	66,450	-99%	
Park	(10,734)	(7,156)	(8,150)	(2,584)	76%	(6,350)	(205)	(6,145)	2998%	
Curling Rink	(277)	(185)	(400)	123	144%	(400)	0	(400)	0%	
TOTAL REVENUE	(7,575,330)	(5,869,310)	(3,784,944)	(3,790,386)	50%	(250,746)	(93,500)	(157,246)	0%	

EXPENSE										
Council	126,262	84,175	75,804	50,458	60%	14,521	17,698	(3,178)	-18%	
Administration	735,696	490,464	450,889	284,807	61%	58,309	47,112	11,197	24%	
Fire	36,554	24,369	23,174	13,380	63%	658	775	(116)	-15%	
Disaster Service	1,500	1,000	307	1,193	20%	0	0	0	0%	
By-Law	93,491	62,327	23,157	70,334	25%	819	1,576	(757)	-48%	
Public Work	266,896	177,931	141,992	124,904	53%	13,997	9,203	4,794	52%	
Street & Road	577,359	384,906	299,515	277,844	52%	32,772	32,434	339	1%	
Storm Sewer	15,472	10,315	7,004	8,468	45%	0	157	(157)	-100%	
Water	700,478	466,985	366,091	334,387	52%	43,687	50,284	(6,597)	-13%	
Sewer	127,184	84,789	71,940	55,244	57%	1,732	569	1,163	205%	
Garbage	302,044	238,439	225,075	76,969	75%	14,076	23,808	(9,732)	-41%	
Family Community & Cemetery	27,126	18,084	14,875	12,251	55%	900	850	50	6%	
Town Beautification	8,500	5,667	4,271	4,229	50%	0	0	0	0%	
Planning & Subdivision	92,235	61,490	27,657	64,578	30%	5,325	6,523	(1,199)	-18%	
Hall	144,956	96,637	78,779	66,177	54%	6,856	6,159	697	11%	
Arena	327,105	218,070	175,279	151,826	54%	13,661	23,131	(9,469)	-41%	
Park	180,554	120,369	124,435	56,119	69%	23,826	18,645	5,181	28%	
Curling Rink	46,150	30,767	37,980	8,170	82%	3,035	1,466	1,569	107%	
FCSS & School Fund	555,682	370,455	316,475	239,207	57%	0	0	0	0%	
Total Expense	4,365,244	2,947,239	2,464,699	1,900,545	56%	234,174	240,390	(6,216)	-3%	

Description	Targeted		2022 Actual Aug	Variance	% of Completion	2022 -		Increase/ (Decrease)		Percentage	Note
	2022 Budget	Amount Aug				Aug	Aug	2021 - Aug	2021 - Aug		
Amortization Expense											
Administration Amorti	25,000	16,667	0	25,000	0%	0	0	0	0	0	0
Fire Amortization	18,600	12,400	0	18,600	0%	0	0	0	0	0	0
Public Works Amortiza	48,000	32,000	0	48,000	0%	0	0	0	0	0	0
Road Amortization	345,000	230,000	0	345,000	0%	0	0	0	0	0	0
Storm Sewer Amortization	700	467	0	700	0%	0	0	0	0	0	0
Water Amortization	191,000	127,333	0	191,000	0%	0	0	0	0	0	0
Sewer Amortization	191,000	127,333	0	191,000	0%	0	0	0	0	0	0
Recreation Amortizari	110,000	73,333	0	110,000	0%	0	0	0	0	0	0
Total Amortization Expense	929,300	619,533	0	929,300	0%	0	0	0	0	0%	
Capital Programs											
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	244,000	162,667	127,068	116,932	52%	63,028	0	63,028	0	0	0
Street and Road	2,361,311	1,574,207	1,523,378	837,933	65%	936,542	0	936,542	0	0	0
Storm Sewer	0	0	0	0	0%	0	0	0	0	0	0
Water	55,000	36,667	0	55,000	0%	0	0	0	0	0	0
Sewer	670,773	447,182	572,884	97,889	85%	0				Carried from 2021	
Planning & Subdivision	0	0	0	0	0%	0	0	0	0	0	0
Hall	0	0	0	0	0%	0	0	0	0	0	0
Arena	0	0	0	0	0%	0	3,115	-3,115	-1	0	0
Park	0	0	0	0	0%	0	0	0	0	0	0
Curling Rink	0	0	0	0	0%	0	0	0	0	0	0
Total Capital Programs	3,331,084	2,220,723	2,223,329	1,107,755	67%	999,570	3,115				
Grand Total	8,625,628	5,787,495	4,688,028	3,937,600	54%	1,233,745	243,505	(6,216)			

CLOSED SESSION NOTICE

September 13, 2022

7.1 2022 Operations Update *(Advice from Officials)*

- *FOIP Section 24 – Advice from Officials*

7.2 Economic Development *(Advice from Officials)*

- *FOIP Section 24 – Advice from Officials*

Motion to go into Closed Session:

"That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 24 of the Freedom of Information and Protection of Privacy Act at XXXX p.m."