

Council Package

January 24, 2023



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
January 24, 2023**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

1.4. ADOPTION OF MINUTES

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2. DELEGATIONS

2.1. MOTION FOR ACCEPTANCE OF DELEGATION

3. CORRESPONDENCE

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5.2. CAOPage 32

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7. CLOSED SESSION.....Page 33

7.1. Intermunicipal Collaboration Framework (ICF) Scheduled Review

7.2. Queens Park

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
January 10, 2023
Regular Meeting of Council**

PRESENT:	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	Dave Taylor	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	Rick Bastow	Chief Administrative Officer
	Dawn Nielsen	Deputy Chief Administrative Officer
	Tyler Edworthy	Director, Operations & Infrastructure
	Robert Mu	Finance Officer
	Laraine Stuart	Planning & Development Officer
	Jaclyn Ponto-Lloyd	Recording Secretary

CALL TO ORDER AND RELATED BUSINESS:

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

Adoption of Agenda

MOTION: 01/23 Councillor Sieker: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes – December 13, 2023

MOTION: 02/23 Councillor Foulds: That the Minutes of the December 13, 2023 Council Meeting be accepted as presented.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- **EIPS Board Highlights – December 15, 2022**

- **Metrix Group LLP – 2022 Audit Plan**

MOTION: 03/23 Councillor Taylor: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Alberta Community Partnership (ACP) Amendment

MOTION: 04/23 Councillor Holowaychuk: That the Town of Lamont support Mundare’s request to use \$40,000.00 from the Intermunicipal Collaboration (IC) Grant – 1617 to complete a study on Mundare’s lagoon system.

CARRIED

Bylaw 01/23, Community Standards

MOTION: 05/23 Councillor Koroluk: That Council give first reading to Bylaw 01/23, Community Standards.

CARRIED

MOTION: 06/23 Councillor Taylor: That Council give second reading to Bylaw 01/23, Community Standards.

CARRIED

MOTION: 07/23 Councillor Sieker: That Council give unanimous consent to proceed to third reading of Bylaw 01/23, Community Standards.

UNANIMOUSLY CARRIED

MOTION: 08/23 Councillor Holowaychuk: That Council give third reading to Bylaw 01/23, Community Standards.

CARRIED

Bylaw 02/23, Bylaw Enforcement Officer Bylaw

MOTION: 09/23 Councillor Koroluk: That Council give first reading to Bylaw 02/23, Bylaw Enforcement Officer.

CARRIED

MOTION: 10/23 Councillor Sieker: That Council give second reading to Bylaw 02/23, Bylaw Enforcement Officer.

CARRIED

MOTION: 11/23 Councillor Holowaychuk: That Council give unanimous consent to proceed to third reading of Bylaw 02/23, Bylaw Enforcement Officer.

UNANIMOUSLY CARRIED

MOTION: 12/23 Councillor Taylor: That Council give third reading to Bylaw 02/23, Bylaw Enforcement Officer.

CARRIED

Canadian Rural Revitalization Foundation Conference

MOTION: 13/23 Councillor Harvey: That Council direct Administration to do further research on the conference and the issue be deferred to the Budget discussion.

CARRIED

Council Update: Snow Clearing

MOTION: 14/23 Councillor Koroluk: That Council accept the Town of Lamont Snow Clearing discussion as information.

CARRIED

REPORTS:

Council Reports:

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

Staff Reports:

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

MOTION: 15/23 Councillor Foulds: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION: None.

CLOSED SESSION:

- **Lamont County Bylaw 849-22 Municipal Development Plan; and Lamont County Land Use Bylaw 848-22 – Notice of Public Hearing**
 - *FOIP Section 24 – Advice from Officials*
- **Recreation Agreement**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 16/23 Councillor Holowaychuk: 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 7:46 p.m.

CARRIED

MOTION: 17/23 Councillor Holowaychuk: That Council revert to regular Council meeting session at 9:10 p.m.

CARRIED

MOTION: 18/23 Councillor Foulds: That Council extend the meeting past 9:00 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 19/23 Councillor Taylor: That Council direct Administration to forward the Towns' written submission on proposed Bylaw 849-22 and 848-22 to Lamont County.

CARRIED

MOTION: 20/23 Councillor Harvey: That Council direct Administration to proceed with the new Recreation Agreement as per the discussion in Closed Session.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 9:15 p.m.

Mayor

Chief Administrative Officer

**TOWN OF LAMONT PUBLIC LIBRARY BOARD MEETING
December 5, 2022 – 7:00pm at Lamont Public Library**

PRESENT: Kelly VanDeurzen, Erin Thomas, Michelle Selensky, Dinah Sudyk, Stephanie Walker, Colleen Holowaychuk

ABSENT: Dave Diduck, Greg Huxley

MEETING CALLED TO ORDER AT: 7:15 PM

APPROVE AGENDA:

Kelly asks that we add Elections to new business. Erin moves to adopt the agenda as amended. Michelle seconds.

PREVIOUS MINUTES:

Colleen moves that the Previous Minutes be adopted as presented. Dinah seconds.

TREASURER’S REPORT:

Chequing Account Balance: \$33,088.95

Syd Joseph Account: \$1,842.70

Dinah moves that the Treasurers Report be accepted as presented. Colleen seconds. All in favour. Passed.

BUSINESS ARISING FROM PREVIOUS MINUTES:

1. **Clerk Position** – Stephanie Williams is now working on her own. Stephanie Williams has requested that our hours officially run as 4:30-8:30pm. Colleen moves that evening hours be advertised as 4:30-8:30pm on Tuesday and Thursdays and 5-8pm on Wednesdays. Mondays and Tuesday days will remain the same 10am-2pm. Erin seconds.
2. **Policies & Procedures** – Kelly is still working on them. Kelly and Erin have developed the pay grid.
3. **Lamont Light Up** – See Stephanie’s report.
4. **Syd Joseph Memorial Fund** – Waiting on letter from Rebecca Green (Syd’s sister).

NEW BUSINESS:

1. **MOU Amendment** – Kelly has a meeting with the high school and EIPS staff on December 12, 2022 regarding safe internet usage. Kelly will send Stephanie Walker the meeting info so she can attend as well.
2. **Christmas Break** – NLLS is closed between Christmas and New Years and we rarely have patrons coming in so we will close December 26, 2022 – January 2, 2023 opening again on January 3, 2023. Greg moves that we close December 26, 2022 – January 2, 2023 opening again on January 3, 2023. Michelle seconds.
3. **Printer** – Three printers presented. They were all considered reasonable options by NLLS IT department. Dinah moves that we purchase the HP Office Jet Pro 9020 for a cost of \$534.99 plus tax and shipping. Colleen seconds. All in favour. Passed.

4. **WCB** – We currently do not have WCB. We are required to be providing this coverage as per labour standards. The Town of Lamont is not responsible for the WCB as the librarians are not Town staff. Kelly will check with WCB and NLLS to see how we go about getting coverage.
5. **Elections** – Dinah says that she would like to resign as Treasurer. Michelle said that she would learn the position and consider taking on the position. Elections are tabled until January 2023 as Greg is absent.

LIBRARIAN'S REPORT:

From Stephanie:

Total Allotment: \$13 122.41

Expended: \$6757.68

Encumbered: \$4024.47

Approximate free balance: \$1540.26 * Note this number is as of November 30, but we will carry over only about \$1000 to spend in the first quarter of 2023

Patron attendance: November 150

+127 (min!) participants at our Winter Carnival, and over 80 kids did crafts!

New Patron registration: November - 10

- The Winter Carnival went very well, with attendance well over what I expected! We had over 125 people come in (I lost track during some busy times!) and over 80 crafts were made! Next year we will plan and prepare for over 100 kids/crafts. Thanks very much to Diana, Michelle who were very busy all afternoon!! Thanks to Stephanie Williams for facepainting and the work she put into the activities! I think next year we will also hope to have at least one more volunteer so we can have a couple people come in the beginning to help set up and a few to stay at the end for clean up.
- Annual report - We also did our reporting tracking for the annual report this month and we'll receive some roll up stats from NLLS at the end of December and then we'll be on track to have the report hopefully done early this year!

****Things I need from each of you – estimate of your board volunteer hours for 2022 outside of board meetings and events (I track those hours as well)**

For 2023 I will create a tracking sheet to fill out at each board meeting to make this task easier for all of us 😊

- Our library has received a significant increase to our bandwidth from 5MB to 20MB, representing a 400% increase! The connection on the Public and BYOD wireless networks were also increased to represent 50% of our new total bandwidth connection (10MB).

We received a response from our letter requesting an increase to public library funding from Rebecca Schultz, the new Minister of Municipal Services. There was no commitment to increase funding, so we will have to wait and see what new budgets holds next year. Her letter is attached.

CORRESPONDANCE:

None

ROUND TABLE:

Dinah – Merry Christmas everyone!

NEXT MEETING: January 9, 2023 @ 7:00pm at the library. It will be made available via zoom for those unable to attend in person.

Erin moves that we adjourn the meeting. Colleen seconds.

MEETING ADJOURNED AT: 8:25pm

From: [MA Minister](#)

Sent: November 22, 2022 10:20 AM

To: [Lamont Public Library Info](#)

Cc: [Travis Toews, Honourable](#); [Brandy Cox](#); [Gary Sandberg](#); [Diana Davidson](#)

Subject: FW: Letter to Minister of Municipal Affairs, the Honourable Ric McIver requesting additional funding for library services

Kelly VanDeurzen
Chair January 16, 1998
Lamont Public Library Board

Dear Kelly VanDeurzen:

I received your letter of October 14, 2022, regarding a request to increase funding for the Northern Lights Library System. As the newly appointed Minister of Municipal Affairs, I appreciate the opportunity to respond.

The Government of Alberta is committed to library services. Budget 2022 provided stable operational funding to more than 230 library boards across Alberta, including library system boards like the Northern Lights Library System. Municipal Affairs has also maintained funding for Public Library Network services such as provincewide eContent, SuperNet connectivity, services for print-disabled readers, and interlibrary loan delivery.

I also recognize that while funding has remained stable and predictable, libraries must deal with rising inflation as well as new and increasing demands. Although all levels of government and providers of public services must be mindful of the need for frugal management of taxpayer dollars, I recognize the critical value of libraries in rural Alberta as a place to build community and connect residents to Public Library Network services.

Municipal Affairs will give the funding request careful consideration as the Government of Alberta prepares for its next budget. Thank you for your advocacy for library services in rural Alberta.

Sincerely,

Rebecca Schulz
Minister

cc: Honourable Travis Toews ECA, President of Treasury Board and Minister of Finance
Brandy Cox, Deputy Minister, Municipal Affairs
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division, Municipal Affairs
Diana Davidson, Director, Public Library Services Branch, Municipal Affairs



January 12th, 2023

The Honourable Jason Copping
Minister of Health
204, 10800 – 97 Avenue
Edmonton, AB T5K 2B6

VIA EMAIL health.minister@gov.ab.ca

Re: Ambulance Crisis

Dear Minister Copping:

At the Regular Bon Accord Council Meeting on December 6, 2022, Council received a copy of correspondence from the Town of Ponoka to the Ministry of Health requesting support for their local fire department as first responders for emergency ambulance calls. Bon Accord Town Council fully stand with Ponoka in support of their request for better delivery of ambulance services across the province.

The incidents described in the letter show that ambulance service for rural Albertans is in severe crisis. What steps are being taken to remedy this detrimental situation for our communities? As Canadians, our section 7 Charter right to life, liberty, and security of person should be top priority. The current state of our ambulance service, or lack thereof, affirms instead that these rights hang in the balance.

These incidents, and others across the province, also show the value local fire departments bring to our communities. The lack of adequate ambulance service is placing unfair stress and expectations on volunteer firefighters and further putting the health and safety of Albertans in jeopardy.

These community volunteers and our communities deserve better. We hope your Ministry will make positive changes moving forward to uplift our communities during these difficult times.

Sincerely,


Mayor Brian Holden
Town of Bon Accord

cc: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Alberta Municipalities
Dale Nally, MLA – Morinville-St. Albert
Pat Mahoney, Fire Chief – Town of Bon Accord

THE WEEKLY

JANUARY 18, 2022



QUICK LINKS

Be it resolved... the time to start resolving is NOW!

Elected Officials Asset Management Workshops rescheduled

Casual Legal: Clarifying law on de facto expropriation



Agenda for President's Summit on Future of Municipal Government

Preparations are underway for our 2023 President's Summit on the Future of Municipal Government. Read on to learn more about this premier event, which takes place in late March!

Stay informed on what's happening in your peers' municipalities from across the province by subscribing to ABmunis' Friday News. [Subscribe here.](#)

ADVOCACY UPDATES

Be it resolved... the time to start resolving is NOW!

ABmunis' 2023 Convention is nine months away, but that doesn't mean it's too early to consider submitting a resolution. See what updates we've made to our Resolution Policy...

Elected Officials Asset Management Workshops rescheduled

Sometimes, the best thing to do is to hit the 'pause' button, reset and reload. We did exactly this with our Elected Officials Asset Management Workshops in fall 2022. Now, we are offering five workshops between February and June 2023.

Casual Legal: Clarifying law on de facto expropriation

A recent Supreme Court of Canada decision lowered the threshold for establishing that private land has been subject to a de facto expropriation. This week's Casual Legal article explains...

MCCAC



**Municipal
Climate Change
Action Centre**

**Resources for Indigenous-led climate
resilience**

Indigenous peoples and communities uniquely experience the local impacts of climate change. Knowledge systems, economies, identities, and cultures closely connected to lands and waters are being affected by the changing climate. Responding to these challenges requires context-specific and community-driven solutions.

That's why the Municipal Climate Change Action Centre recently released an [Indigenous Climate Resilience Resource Hub](#). It brings together an up-to-date listing of climate action initiatives and resources (both adaptation and mitigation) from across Alberta and extending to include relevant national organizations.

Now, a municipality or Indigenous community looking to better understand Indigenous climate resilience can quickly find organizations, funding opportunities, case studies, reports, interactive maps, webinars and more.

GTK

Complete your JUPAs by June 2023

The provincial government's deadline for Joint Use and Planning Agreements (JUPAs) between municipalities and school boards is June 10, 2023.

Municipalities can apply to the Alberta Community Partnership to [access funding](#) for mediation support to assist in the development of agreements with local school boards. The deadline to apply for funding under the Mediation and Cooperative Processes stream is February 3, 2023.

The Local Government Administration Association of Alberta (LGAA) held a webinar in late September 2022 called, "Creating Joint Use and Planning Agreements with Your School Board". Visit the [LGAA Toolkits & Guides webpage under 'School Board Partnerships'](#) to find links to the session materials and recording.

The LGAA webinar featured Parkland Community Planning Services, which developed a written resource last year – [Guide for Creating Joint Use and Planning Agreements](#) – as well as [three JUPA templates](#) that apply to scenarios where schools currently exist and where they do not.

The guide and templates are free for municipalities to use. While the templates contain suggested clauses and wording, each municipality should review them and ensure they suit the situation in their community. Check out the guide and seek legal advice to confirm what is required in your JUPA.

Application deadline for Minister's Awards for Transportation extended

As we posted in December, the Minister of Transportation and Economic Corridors hosts an awards ceremony for innovative transportation projects in the following six categories:

- design
- construction
- environmental
- safety
- operational
- transit/accessible

The deadline to apply for these awards has been extended to January 23, 2023. To apply, please visit [Alberta Transportation's website](#).

New and improved CAO Performance Evaluation Toolkit from CAMA

The Canadian Association of Municipal Administrators (CAMA) has updated its CAO Performance Evaluation Toolkit. This flexible and customizable toolkit can be found on CAMA's website. Click [here](#) to check out this free resource that may be adapted for all municipalities across Canada.

It can be used for:

- a CAO and Council that are developing a new process and it is their first time conducting a performance evaluation; or
- a CAO and Council that have an existing process with specific templates that already work well but would like to add some other components and best practices.

Aquatera Conference in Grande Prairie, Feb. 7 - 9, 2023

Aquatera is excited to introduce the Water | Earth | Innovation Conference, which will take place from February 7 to 9, 2023, in Grande Prairie at the Holiday Inn (9816 - 107 Street, Grande Prairie). The conference will be offered virtually to anyone who is unable to physically attend. Click [here](#) to view the conference schedule and [register](#) today!

Alberta Provincial Emergency Medical Services (EMS) Advisory Committee Report released

Last year, in response to ABmunis advocacy, the Government of Alberta established a provincial EMS advisory committee to provide recommendations for improving EMS. Cathy Heron, President of ABmunis, was appointed to sit on this committee. The committee's [final report](#) is now available and the provincial government has accepted all 53 recommendations in the report. More information on the Government of Alberta's response and planned actions for 2023 can be found [here](#).

VALUABLE LINKS



JOBS CONNECT

- Manager of Environmental Services
- Events Manager
- Manager, Road Operations
- Administration Clerk II, Utilities/Taxes
- Senior Director, Project Management
- Transit Supervisor
- and more...

EASY LINKS

- [Recipient lists of the Queen's Platinum Jubilee Medal](#)

Read Alberta Municipalities' news releases on our [website](#).
We also provide important background information on our [advocacy priorities](#).

What's going on right now?
Click to follow Alberta Municipalities on your preferred social network.





TOWN OF LAMONT STRATEGIC PLAN COMMITTEE

AGENDA ITEM: 4.1

MEETING DATE:
January 24, 2023

ITEM DESCRIPTION OR TITLE

Councillor Absence

RECOMMENDATION

THAT Council accept Councillor Dave Taylor's absence at the January 24, 2023, Council meeting due to a professional commitment.

BACKGROUND

Town Bylaw 11/18 outlines the expectation that Councilors make reasonable effort to attend regularly scheduled. In instances where a Councilor cannot appear, a motion can be passed by Council to accept the absence.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Councillor absence is approved.

FINANCIAL IMPLICATIONS

There are no associated costs.

POLICY AND/OR LEGISLATIVE REFERENCES

Bylaw 11/18 – Code of Conduct

ATTACHMENTS

N/A

Report Prepared By: Jackii Ponto, Executive Assistant

Approved by CAO:



TOWN OF LAMONT STRATEGIC PLAN COMMITTEE

AGENDA ITEM: 4.2

MEETING DATE:
January 24, 2023

ITEM DESCRIPTION OR TITLE

Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus

RECOMMENDATION

THAT Council accept the Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus update as information.

BACKGROUND

- On January 16, 2023, the Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus (NE-RMRIL) met to discuss efforts to raise awareness about the condition of Highway 28. At the meeting a subcommittee was formed to investigate advocacy options that could be undertaken.
- Mayor Perrin was appointed to the subcommittee.
- Options will be presented at the next NE-RMRIL meeting.
- On December 13, 2022, Council passed Motion: 369/22 **THAT** the Town of Lamont continue to support efforts to address concerns over Highway 28.

COMMUNICATIONS

Continue to work with the Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus regrading resolution of Highway 28 concerns.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

TBD


POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Northeast (highway 28) Infographic

Report Prepared By: Rick Bastow, CAO

Approved by CAO: 

ALBERTA HIGHWAY 28 DEVELOPMENT REGION

January 2023

Alberta **Highway 28** is a key economic and transportation corridor, connecting Edmonton north to Highway 63 and the oilsands and east to Cold Lake and Saskatchewan.

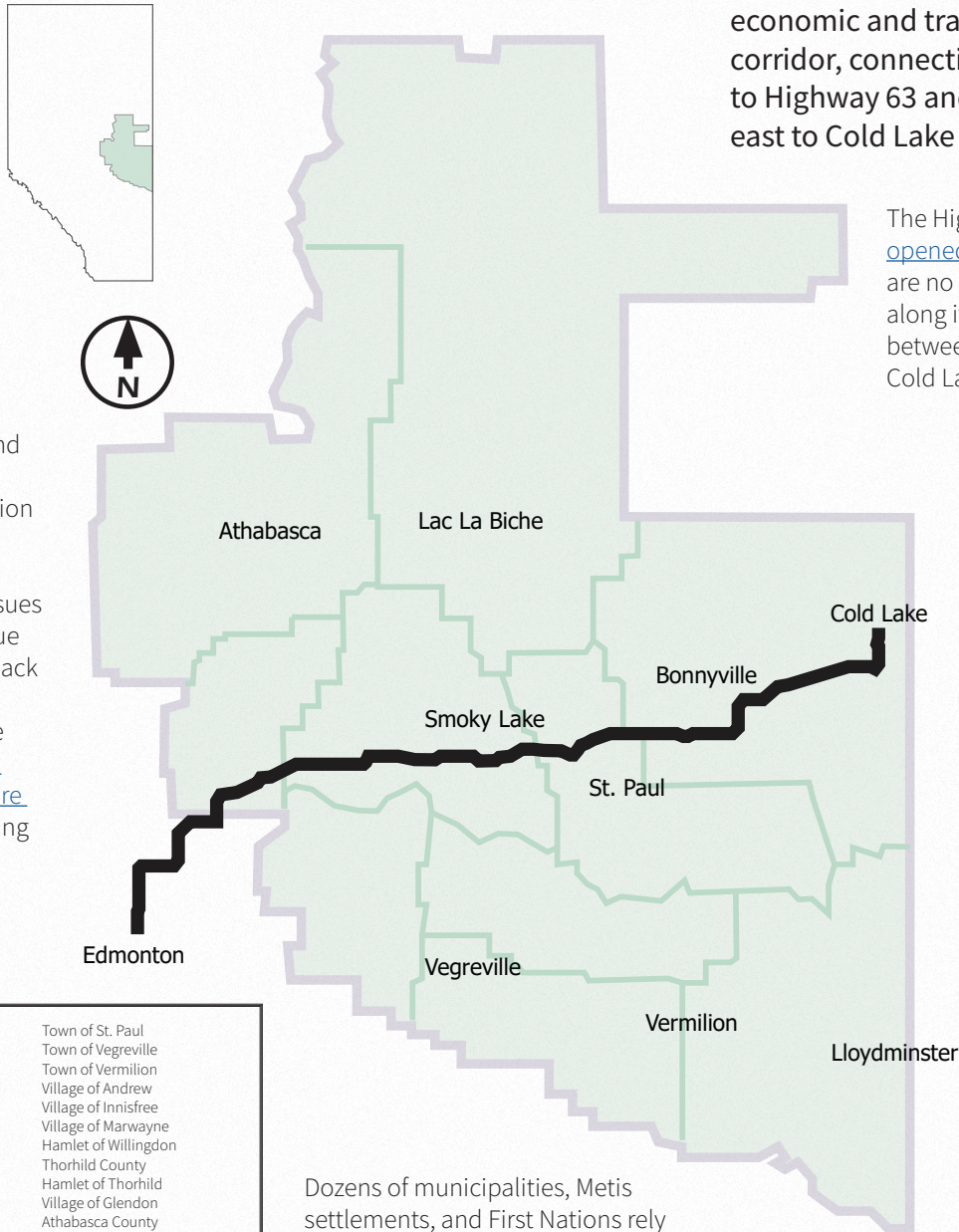
The Highway was first [opened in 1961](#). There are no passing lanes along its 300 km route between Edmonton and Cold Lake.

The Highway is a key route between Edmonton and [Cold Lake 4 Wing CFB](#), the busiest fighter base in Canada. With new construction expected at 4 Wing, Highway 28 will be a critical corridor.

Highway 28 is the infrastructural backbone of the region's economy, supporting sectors including agriculture, tourism, and oil and gas. Approximately [30% of Alberta's oil and gas royalty revenues](#) are generated by industrial activity in the region.

While [some upgrades](#) have been made to the Highway in recent years, greater investment is needed to improve the capacity, condition and overall safety of the corridor.

Several Mayors, Reeves, Chiefs, and other municipal leaders in the region have [expressed concern](#) about ongoing safety issues on Highway 28 due to deterioration, lack of passing lanes, and maintenance issues. [Collisions have become more frequent](#), increasing risk of fatalities.



Municipalities	
Town of Bonnyville	Town of St. Paul
Municipal District Bonnyville No. 87	Town of Vegreville
Lac La Biche County	Village of Vermilion
Lamont County	Village of Andrew
Minburn County	Village of Innisfree
Smoky Lake County	Village of Marwayne
County of St. Paul	Hamlet of Willingdon
Two Hills County	Thorhild County
County of Vermilion River	Hamlet of Thorhild
City of Cold Lake	Village of Glendon
City of Lloydminster	Athabasca County
Village of Chipman	
Village of Kitscoty	
Mannville	
Village of Myrnam	
Village of Vlna	
Town of Bruderheim	
Town of Elk Point	
Town of Lamont	
Town of Mundare	
Town of Smoky Lake	
Town of Two Hills	

Metis Settlements	
Elizabeth	
Fishing Lake	
Kikino	
Buffalo Lake	

First Nations	
Cold Lake	
Kehewin	
Whitefish/Goodfish	
Frog Lake	
Beaver Lake Cree Nation	

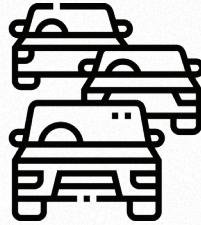
Dozens of municipalities, Metis settlements, and First Nations rely on Highway 28 for the movement of people and goods. The [corridor is critical to sustaining and growing the regional economy](#).

FOR DISCUSSION PURPOSES ONLY



\$3.1 BILLION

Value of *major projects* (2021)



132,554

registered vehicles (2021)



98,000

driver's licenses



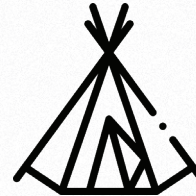
1,215

births in 2021, up 11% year over year



\$99,151

median household income of all families in 2020 - up \$10,000 since 2016



20,440

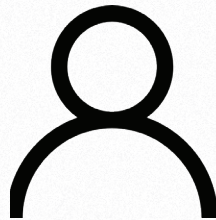
residents identify as *Indigenous and Metis* (2021)

The region's Indigenous population has grown by nearly 15% in the last 5 years



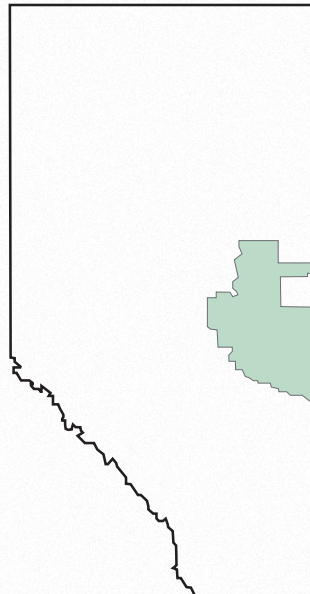
46,920

residents have a *post-secondary qualification* - an increase of 26% over five years



133,141

people call the region home (2021)



19.7 BILLION

*m*³ of proven natural gas reserves. More than 2.5 billion *m*³ of production per year.



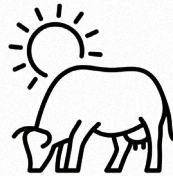
fire incidents in 2014, with losses exceeding \$13 million

214



3.3 MILLION ACRES

of *cropland* is under production across more than 6,000 active farms



more than

600,000

head of cattle



\$950 MILLION

value of *land title transfers* in 2021, up 24% from 2020

MORE THAN



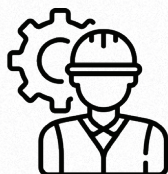
5,200

active businesses, of which 95.7% are small businesses



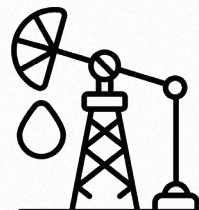
30,000

number of *students* enrolled in K-12 and post-secondary in the region (2021)



67,245

population of *labour force*, participation rate of 66.4% (2021)



718 ACTIVE OIL WELLS

in 2021, an increase of 88% year-over-year, with annual production of more than 26 million *m*³



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

AGENDA ITEM: 4.3

COUNCIL MEETING DATE:
January 24, 2023

ITEM DESCRIPTION OR TITLE

Committee Member Appointment – Parks and Recreation

RECOMMENDATION

THAT Council appoint Lindsey Mercer and Emma Skillings to the Parks and Recreation Committee for a two-year term expiring December 31, 2024.

BACKGROUND

As per the Council Committee Bylaw 08/19, appointments for any vacancies on committees are required annually for January. At this time, there are two positions available on the Parks and Recreation Committee.

There were two applications received for these positions.

For the review of the applications, Council will be required to move into Closed Session during this item to review the applications and determine the appointments for 2022.

COMMUNICATIONS

The Committee and the applicants will be advised of the appointments made by Council.

IMPLICATIONS OF DECISION

By continuing to keep the committee with active members, the committee can continue to progress towards the goals set out by the committee.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Bylaw 08/19 Council Committee Bylaw
MGA Section 146(b), 154(2)



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

ATTACHMENTS

1. Applications (*provided in Closed Session as per section 17 of FOIP*)
2. Terms of Reference
3. Bylaw 08/19, Council Committee

Report Prepared By: Jackii Ponto, Executive Assistant

Approved by CAO:

Parks and Recreation Committee

Terms of Reference

1. PURPOSE

- 1.1 Recommending body to Council relating to planning and design of parks and recreation use areas within the municipality.

2. LEGISLATIVE AUTHORITY

- 2.1 *Municipal Government Act*, RSA 2000 c.M-26, as amended Section 145
- 2.2 Bylaw 08-19, Council Committee

3. DUTIES & RESPONSIBILITIES

The Committee has the Authority to:

- 3.1 Establish the dates for each Committee meeting;
- 3.2 Create or review Committee Terms of Reference (Council approval required);
- 3.3 Review the Town of Lamont Strategic Plans on an annual basis and recommend policies that support parks and recreation initiatives for Council's consideration;

4. ROLES

- 4.1 Councillors appointed to the Parks and Recreation Committee shall be responsible to keep Council informed as to the Committee activities.
- 4.2 Committee members shall only speak on behalf of the Parks and Recreation Committee when formally given such authority by Council or the Committee for a specific defined purpose. In such instances, the Chair, or in their absence, Vice Chair will be the key spokesperson.

5. MEMBERSHIP

- 5.1 Four (4) public members who are Town residents.¹
- 5.2 Two (2) Town of Lamont Council members.

6. TERM OF MEMBERSHIP

- 6.1 Public members are appointed on a two (2) year term (calendar rotation by resolution of Council.)
- 6.2 Public members shall not serve more than three (3) consecutive terms unless no other applications are received.
- 6.3 Council members are appointed annually at the Organizational meeting.
- 6.4 Council may request resignation of any Committee Member at any time prior to the expiry of the member's term of office, and any member of the Committee may resign at any time upon sending notice to the Chief Administrative Officer (CAO).
- 6.5 The municipal representative shall not be a member of the Committee and may not vote on any matter; this includes any staff attending the meeting.
- 6.6 Any member of the Parks and Recreation Committee who is absent from two (2) consecutive meetings of the Committee shall forfeit his or her office, unless there is a

¹ Motion 12/21

resolution of the Committee accepting a valid reason for their absence.

7. COMMITTEE CHAIR

- 7.1 At the first meeting each year, the Committee shall elect a Chair and Vice-Chair from among its voting members.
- 7.2 The Chair shall hold office for the remainder of the calendar year from the date of appointment.
- 7.3 The Chair shall preside over all meetings of the Committee and decide all points of order that may arise; manage the process of the meeting; preside over the conduct of the meeting, including the preservation of good order and decorum; determine speaking order; and rule on all questions related to the orderly procedure of the meeting.

8. MEETINGS

- 8.1 The Committee shall hold meetings as at the call of the Chair, or in the absence of the Chairperson, at the call of the Vice-Chair.

9. GOVERNANCE

- 9.1 A majority of the voting members shall constitute a quorum at a meeting.
- 9.2 All voting members of the Committee, including the Chair, shall be required to vote on any motion before the Committee and, in the event of a tie, the motion shall be lost.
- 9.3 The Chair or Vice-Chair shall report annually to Council, regarding any initiatives and activities related to the Committee.

10. ADMINISTRATIVE RESPONSIBILITY

- 10.1 Coordination of Committee meeting locations and setup.
- 10.2 Preparation of meeting minutes and agendas.
- 10.3 Circulation of Agenda Package to Committee members.

11. ENACTMENT

- 11.1 Upon approval by resolution of Council.



Town of Lamont

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

BYLAW 08/19

**BEING A BYLAW OF THE TOWN OF LAMONT FOR THE PURPOSE OF
ESTABLISHING COUNCIL COMMITTEES.**

WHEREAS the *Municipal Government Act*, R.S.A. 2000 C.M.-26, and amendments thereto provides that a Council may establish by bylaw standing and special committees of Council and delegate powers and duties;

WHEREAS the Council of the Town of Lamont recognizes the value of committees to support and facilitate the achievement of Town of Lamont Strategic Plan;

NOW THEREFORE the Council of the Town of Lamont, hereby enacts the Council Committees Bylaw as follows:

BYLAW TITLE

1. This Bylaw is to be cited as the "Council Committee Bylaw".

DEFINITIONS

2. In this Bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:
 - a. "Act" means the *Municipal Government Act*, R.S.A 2000, c. M-26, as amended;
 - b. "Agenda" is the order of items of business for a Meeting and the associated reports, bylaws or other document;
 - c. "Bylaw" is a Bylaw of the Town;
 - d. "Chair" means a person who has authority to preside over a Meeting;
 - e. "Committee" means a Council Committee, board, commission or other body established by Council under the *Municipal Government Act*;
 - f. "Council" means the Mayor and Councillors of the Town of Lamont duly elected pursuant to the provisions of the *Local Authorities Election Act*;
 - g. "Meeting" means a Meeting of Committee;
 - h. "Member" means an individual appointed under this bylaw as a member of the Council Committee;
 - i. "Member at Large" means a member of the public appointed by Council to a Committee of Council;
 - j. "Minutes" are the record of proceedings of a Meeting recorded in English language without note or comment;
 - k. "Municipal Representative" is a Town Staff person who is functionally responsibly for the work and provides administrative and technical support to the committee chair and its membership;
 - l. "Public Meeting" means a meeting of committee at which members of the public may attend, but which is not a public hearing; and
 - m. "Quorum" is a majority of those members appointed and serving on Committee.





Town of Lamont

ESTABLISHMENT

3. Council hereby establishes the following committees:

- a. Governance and Priorities Committee
Serves as an advisory body to Council. Meetings serve as an opportunity for Council to be provided with information on governance and policy matters and as an opportunity for Council to seek clarification on matters relating to Council business.
- b. Parks and Recreation Committee
Recommending body to Council relating to planning and design of parks and recreation use areas within the municipality.
- c. Emergency Management Committee
Under the terms of the provincial Emergency Management Act, a municipality is responsible for the direction and control of its emergency response and is required to appoint an Emergency Management Committee. Bylaw No. 09-15, Town of Lamont's Municipal Emergency Management Bylaw establishes this committee as well as including provisions for the other requirements as noted in the Emergency Management Act.
- d. Economic Development Board
Serves as an advisory body to Council and Administration of policies and potential actions or advice related to strategic goals and objectives of public services in the municipality.
- e. Town Wide Clean-up
Recommending body to Council relating to planning and coordination of the annual Town Wide Clean-up.
- f. Weed Control Act Appeal Committee
To hear and make decisions on an appeal concerning a notice issued against any land and/or personal property for the destruction or control of the named weed.
- g. Agricultural Pest Act Appeal Committee
To hear and make decisions on an appeal concerning a notice issued against the land, property, or livestock that contains or is likely to contain a pest or should be protected against a pest.

AUTHORITY OF COMMITTEES

- 4. A Committee shall have the authority to form ad hoc committees and task forces from among its members, to assist in carrying out its objectives and responsibilities under this Bylaw.
- 5. Ad hoc committees and task forces established by a Committee shall report to the Committee in a manner determined by the Committee.
- 6. A Committee shall not have the power to pledge credit of the Town of Lamont, to pass bylaws or to enter into any contractual agreements.

MEMBERSHIP

- 7. Committees shall be comprised of a number of participants, both Councillors and Members at Large, as indicated in the Committee Terms of Reference and approved by resolution of Council.
- 8. All Members of a Committee shall be appointed by Council, unless otherwise provided in the Committees Terms of Reference, shall be a resident in the Town of Lamont.

Initials 



Town of Lamont

- 9. Member at Large shall be appointed by Council to a Committee for a term specified in the Committee Terms of Reference that becomes effective January 1.
- 10. The Mayor shall be an ex-officio member of all committees and the Mayor, as such member of the committees, shall have all the powers and privileges of any member of the same, including the right to vote upon all questions to be dealt with by such committees.
- 11. It shall be the duty of the Municipal Representative to give notice of all meetings to all members of each committee, to attend, and ensure accurate minutes are kept.
- 12. The Municipal Representative shall not be a member of a Committee and may not vote on any matter.

TERM

- 13. Members at Large shall be appointed by Council for a two (2) year term, unless otherwise provided in the Committee Terms of Reference.
 - a. In order to ensure the continuity of membership appointments will be filled on a rotational basis.
- 14. Members at Large shall be encouraged to serve no more than two (2) consecutive terms.
- 15. Councillors shall be appointed to Committees annually at the Organizational meeting.
- 16. Where a Committee position is left vacant for any reason, Council may appoint a replacement for the remainder of that term.

COMMITTEE MEETINGS

- 17. At the first meeting of the Committee following the Organizational meeting of Council the committee will:
 - a. Appoint a Chair and Vice Chair; and
 - b. Create or review Committee Terms of Reference.
- 18. Committee meetings must be held in public.
- 19. Council Committees may close all or part of the Committee Meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*, Chapter F-25 RSA 2000.
- 20. When a Meeting is closed to the public no recommendation may be passed, except a recommendation to revert to a Meeting held in public.
- 21. In accordance with the MGA, all Members are required to keep in confidence matters discussed in closed session until the item is discussed at a Meeting held in public.

GENERAL PROVISIONS

- 22. Each Committee hereby established is deemed to be a Committee of Council shall be responsible and accountable to Council.
- 23. This Bylaw shall govern meetings of Committees hereby established by Council and shall be binding upon all Committee members whether Councillors or Members-at-Large.





Town of Lamont

24. Each Committee is hereby authorized to prepare a "Terms of Reference" document for recommendation to Council. The Terms of Reference must be approved by Council and will include, at a minimum, the requirements for quorum and voting, number and composition of membership, roles of members, process for preparation and circulation of an agenda and minutes, and a role of an appointment of the Chair of the Committee. The Terms of Reference may also provide guidance to roles, methods and frequency of communication between Council and Committees.
25. All members of the Committee, regardless of how they voted on an issue, should accept and support it as a Committee recommendation.
26. Committee Members who have a reasonable belief that they have a pecuniary interest (as defined in the MGA) in any matter before a committee or any board, commission, committee or agency to which they are appointed as a representative of, shall, if present, declare and disclose the general nature of the pecuniary interest prior to any discussion of the matter, abstain from discussions and voting on any question relating to the matter. Members of Committee shall remove themselves from the meeting room until the matter is concluded. The minutes shall indicate the declaration of disclosure, the general nature of pecuniary interest, the time at which the member left the room and the time they returned.
27. Reports by all active committees may be made to Council on an annual basis.
 - a. The reports of all committees shall be made to the Council prior to the same being given to the public. The powers of the Committees established by this Bylaw are restricted to providing recommendations to Council, unless the Committee's approved Terms of Reference, or legislation, specifically provides otherwise.
28. Nothing included in this Bylaw shall restrict or prevent Council from creating or constituting further or other committees not referenced in this Bylaw.

CHAIR

29. The Chair shall only hold office for one (1) year unless otherwise specified in the Committee Terms of Reference.
30. The Chair shall preside over all meetings for the Committee and decide on all points of order that arise.
31. In the absence of the Chair, one of the other Members shall be elected to preside and shall discharge the duties of the Chair during the Meeting, or until the arrival of the Chair.



Town of Lamont



EFFECTIVE DATE

32. That this Bylaw shall come into force and take effect upon the date of third reading.

READ A FIRST TIME THIS 8 DAY OF October, 2019 A.D.

[Redacted signature area]

Mayor

Chief Administrative Officer

READ A SECOND TIME THIS 8 DAY OF October, 2019 A.D.

[Redacted signature area]

Mayor

Chief Administrative Officer

READ A THIRD TIME THIS 8 DAY OF October, 2019 A.D.

[Redacted signature area]

Mayor

Chief Administrative Officer

[Redacted initials]



TOWN OF LAMONT ECONOMIC DEVELOPMENT

AGENDA ITEM: 4.4

MEETING DATE:
January 24, 2023

ITEM DESCRIPTION OR TITLE

2023 Economic Development

RECOMMENDATION

THAT Council accept the identified 2023 economic development initiatives and request Administration incorporate into 2023 budget planning.

BACKGROUND

Economic Development Board members were asked to identify priority initiatives to be undertaken in 2023. Identified initiatives include:

Focus	Goal	Potential Action
Capacity Development	Attract new residential development to Lamont	Understand our development potential
Business Startups and Expansion	Support the success of our local small and medium enterprises	Understand the perspective of local enterprises
Business Startups and Expansion	Support the success of our local small and medium enterprises	Build online presences
Investment Attraction	Take a targeted, realistic approach to investment attraction based on relationship building	Target businesses that we want in Lamont and want to be in Lamont:
Corporate Engagement	Work with corporate partners to identify and develop business opportunities	Explore the potential for a visitor economy.
Processes and supports	Improve organizational capacity to support economic development	Ensure we have in-house capacity to support economic development



TOWN OF LAMONT ECONOMIC DEVELOPMENT

COMMUNICATIONS

External communications (as necessary) will be implemented.

IMPLICATIONS OF DECISION

The activities will drive growth and development.

FINANCIAL IMPLICATIONS

TBC

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:

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



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: November 11, 2022

ELECTED OFFICIAL: Kirk Perrin

REPORT PERIOD: December 15, 2022 – January 19, 2023

Boards and Committees:

- **Northeast Regional Mayors, Reeves, Indigenous leaders caucus meeting – January 15th**

Town of Lamont Business:

- **N/A**

Professional Development (Workshops & Conferences):

- **N/A**

Lamont Functions and Events:

- **N/A**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: January 24, 2023

ELECTED OFFICIAL: Linda Sieker

REPORT PERIOD, January 14, 2023 – January 20,2023

Boards and Committees:

- N/A

Town of Lamont Business:

- N/A

Professional Development (Workshops & Conferences)

- N/A

Lamont Functions and Events:

- Jan 14 – Lamont Fish & Game Scoring Event
- Jan 17 – Lamont Fire Department Courtesy Visit

CAO REPORT

FOR THE PERIOD ENDING January 18, 2023

HIGHLIGHTS:

January 5, 2023

- Weekly meeting with Director of Operations.

January 10, 2023

- Weekly meeting with Deputy CAO.
- Weekly finance meeting.
- Northeast Regional Caucus meeting preparation.
- Inter pipeline - Volunteer Discussion.

January 12, 2023

- Northeast Regional Caucus meeting preparation.

January 18, 2023

- Office Safety Meeting.
- Meeting with Lamont County CAO

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

CLOSED SESSION NOTICE

January 24, 2023

7.1 Intermunicipal Collaboration Framework (ICF) Scheduled Review

(Advice from Officials)

- *FOIP Section 24 – Advice from Officials*

7.2 Queens Park

(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."