

# Council Package

## February 14, 2023



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**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
February 14, 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**

**1.4.1. January 24, 2023 Council Meeting Minutes .....Page 1**

**2. DELEGATIONS**

**2.1. MOTION FOR ACCEPTANCE OF DELEGATION**

**2.1.1. Fort Saskatchewan RCMP – Inspector LaRocque & Staff Sergeant Hyggen**

**3. CORRESPONDENCE**

**3.1. Fort Saskatchewan RCMP Quarterly Report .....Page 5**

**3.2. Town of Fox Creek – Ambulance Service .....Page 15**

**3.3. Alberta Health Services – EMS/811 Shared Response .....Page 17**

**3.4. Alberta Technology & Innovation – Digital Strategy .....Page 19**

**3.5. Lamont Public Library Board Meeting Minutes – January 9, 2023 .....Page 21**

**3.6. Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus - EMS .....Page 25**

**3.7. EIPS Board Highlights – January 19, 2023 .....Page 44**

**3.8. EIPS Quarterly Update – February 2023.....Page 47**

**4. NEW BUSINESS**

**4.1. RCMP – Lamont Town Hall Meeting .....Page 50**

**4.2. Lamont Farmers Market Initiative .....Page 51**

**4.3. 2023 Economic Development.....Page 54**

**4.4. Town of Lamont – Asset Condition Assessment Update .....Page 85**

**4.5. Town of Lamont – Grant Application Update.....Page 90**

**4.6. 2022 Year End Reserve Level Update.....Page 93**

**4.7. Bylaw 03/23, Procedural Bylaw .....Page 97**

**4.8. Assessment Review Board – Annual Appointments .....Page 113**

**4.9. Beaver Hills Biosphere Open House.....Page 115**

**4.10. Lamont Public Library Request .....Page 118**

**4.11. Letter of Support – Camrose Casino Appeal to AGLC.....Page 120**

**4.12. Centenarian Recognition .....Page 123**

**5. REPORTS**

**5.1. Mayor & Council.....Page 125**

**5.2. CAO .....Page 128**

**5.3. Director Operations & Infrastructure.....Page 129**

**5.4. Finance.....Page 130**

**6. NOTICES OF MOTION**

**7. CLOSED SESSION.....Page 131**

**7.1. Response: Lamont County Bylaw 849-22 Municipal Development Plan; and Lamont  
County Land Use Bylaw 848-22**

**7.2. Sponsorship**

**7.3. Economic Development Inquiry**

**7.4. Watermain Update**

**7.5. Recreation Agreement**

**8. ADJOURNMENT**



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
January 24, 2023  
Regular Meeting of Council**

**PRESENT:**

Kirk Perrin	Mayor
Jody Foulds	Councillor
Linda Sieker	Councillor
Al Harvey	Councillor
Perry Koroluk	Councillor
Colleen Holowaychuk	Councillor
Rick Bastow	Chief Administrative Officer
Tyler Edworthy	Director, Operations & Infrastructure
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: 21/23 Councillor Harvey:** That the Council Agenda be accepted as presented.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**ADOPTION OF MINUTES:**

a) Meeting Minutes – January 10, 2023

**MOTION: 22/23 Councillor Sieker:** That the Minutes of the January 10, 2023 Council Meeting be accepted as presented.

**CARRIED**

**DELEGATIONS:** None.

**CORRESPONDENCE:**

- **Library Board Meeting Minutes – December 5, 2022**
- **Town of Bon Accord – Ambulance Crisis**

- **Alberta Municipalities – January 18, 2023**

**MOTION: 23/23 Councillor Holowaychuk:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS:**

**Councillor Absence**

**MOTION: 24/23 Councillor Koroluk:** That Council accept Councillor Dave Taylor's absence at the January 24, 2023 Council meeting due to a professional commitment.

**CARRIED**

**Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus**

**MOTION: 25/23 Councillor Holowaychuk:** That Council permit up to \$800.00 in support of the Highway 28 initiative.

**CARRIED**

**MOTION: 26/23 Councillor Koroluk:** That Council accept the Northeast Regional Mayors, Reeves, Indigenous Leaders Caucus update as information.

**CARRIED**

**Parks and Recreation Committee Appointments**

**MOTION: 27/23 Councillor Sieker:** That Council appoint Lindsey Mercer and Emma Skillings to the Parks and Recreation Committee for a two-year term expiring December 31, 2024.

**CARRIED**

**Economic Development**

**MOTION: 28/23 Councillor Foulds:** That Council accept the identified 2023 economic development initiatives and request Administration to incorporate them into 2023 budget planning.

**CARRIED**

**REPORTS:**

**Council Reports:**

<b>Mayor Perrin</b>	Written report attached.
<b>Councillor Harvey</b>	Nothing to report.
<b>Councillor Koroluk</b>	FCSS/Catering Club received an \$18,000 grant for meals on wheels to feed seniors.
<b>Councillor Sieker</b>	Written report attached.
<b>Councillor Foulds</b>	Nothing to report.
<b>Councillor Holowaychuk</b>	Nothing to report.

**Staff Reports:**

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

**MOTION: 29/23 Councillor Harvey:** That Council accept the reports as presented.

**CARRIED**

**NOTICES OF MOTION:** None.

**CLOSED SESSION:**

- **Intermunicipal Collaboration Framework (ICF) Scheduled Review**
  - *FOIP Section 24 – Advice from Officials*
- **Queens Park**
  - *FOIP Section 24 – Advice from Officials*

**MOTION: 30/23 Councillor Sieker:** 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 7:15 p.m.

**CARRIED**



**MOTION: 31/23 Councillor Koroluk:** That Council revert to regular Council meeting session at 8:18 p.m.

**CARRIED**

**MOTIONS ARISING FROM CLOSED SESSION:**

**MOTION: 32/23 Councillor Holowaychuk:** That Council direct Administration to coordinate with Lamont County Administration to schedule a Council-to-Council Intermunicipal Collaboration Framework review.

**CARRIED**

**MOTION: 33/23 Councillor Sieker:** That Council direct Administration to contact the Chipman-Lamont Bus Train Memorial Committee regarding options other than renaming Queens Park.

**CARRIED**

**MOTION: 34/23 Councillor Holowaychuk:** That Council direct Administration to work with the Chipman-Lamont Bus Train Memorial Committee on placement of new signage at Mohyla Park.

**CARRIED**

**ADJOURNMENT:** Mayor Perrin adjourned the meeting at 8:18 p.m.

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Mayor

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Chief Administrative Officer



February 1, 2023

Inspector Barry LaRocque  
 Detachment Commander, Fort Saskatchewan Detachment  
 Fort Saskatchewan, Alberta

Dear Mayor Kirk Perrin,

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Fort Saskatchewan Detachment spanning the October 1<sup>st</sup> to December 31<sup>st</sup>, 2022 reporting period. This report is a key tool to address any questions or concerns you may have, as part of our continued commitment to engage with your leadership team and the constituents you represent.

As we embark on 2023, the top priority for the Alberta RCMP remains the safety and security of all Albertans. Thus, this letter and attached appendixes will provide for you an update on our Next Generation 9-1-1 (NG911) upgrades in our Operational Communications Centers (OCC). The Alberta RCMP OCC Program provides response to police emergencies and routine calls for service to approximately 1.3 million citizens of Alberta, including 22 First Nations communities. The OCC provides police dispatch and call-taking services supporting 117 RCMP detachments and several contracted and/or integrated units. Our call-taking services also serve as a Secondary Public Safety Answering Point (PSAP) for Alberta's 9-1-1 system.

The Canadian Radio-television and Telecommunications Commission (CRTC) has mandated the replacement of the current Enhanced 9-1-1 service in Canada with NG911. This change will enhance public safety communications in an increasingly wireless society and will fundamentally change 9-1-1 and emergency services operations as it exists today. The evolution of NG911 future improvements are anticipated to include:

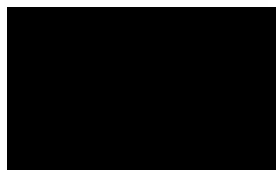
- 9-1-1 Real-time Text (RTT) by Spring 2024.
- Further location improvements including the potential addition of azimuth to enhance coordinates, vehicle telematics, and building schematics.
- The potential to communicate with 911 operators via video call.

As early adopters of this transition to NG911, the Alberta RCMP's lead in modernizing public safety communications demonstrates our commitment to the safety and security of all Albertans.

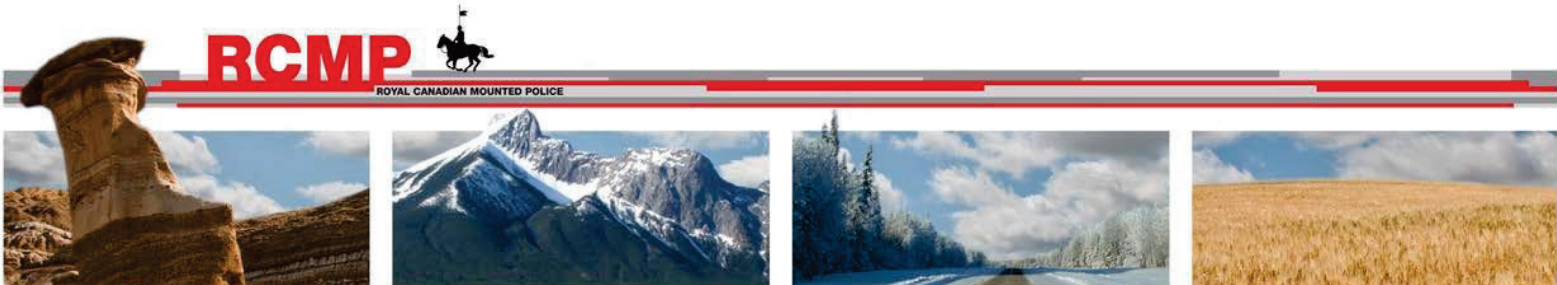


As a further update, we are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, I will be working directly with you to craft the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

The attached reporting along with your valued feedback will help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please do not hesitate to contact me if you have any questions or concerns.



Inspector Barry LaRocque  
Detachment Commander  
Fort Saskatchewan



## RCMP Provincial Policing Report

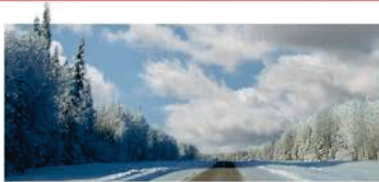
<b>Detachment</b>	Fort Saskatchewan Provincial
<b>Detachment Commander</b>	Inspector Barry LaRocque
<b>Quarter</b>	2022-2023 Quarter 3
<b>Date of Report</b>	2023-02-01

### Community Consultations

<b>Date</b>	2022-10-20
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Hate crimes
<b>Notes/Comments</b>	Hate Crimes Coordinator and detachment members provided in person/virtual presentation named Community Safety and Resilience Information Session to Ft. Saskatchewan community members.

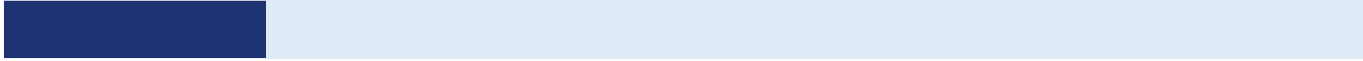
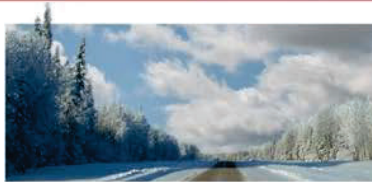
<b>Date</b>	2022-10-29
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Crime Prevention
<b>Notes/Comments</b>	Insp LaRocque attended the Alberta Citizens on Patrol Association AGM and training. He met the President and Vice President of the Heartland COP and spent the day strategizing how COP could be re-energized and flourishing again.

<b>Date</b>	2022-11-01
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Crime Prevention
<b>Notes/Comments</b>	Insp LaRocque and Cst Townsend met with the Heartland Citizen on Patrol members to discuss building the program back up again.



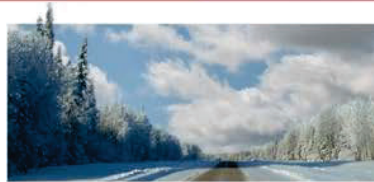
## Community Priorities

<p><b>Priority 1</b></p>	<p>Domestic Violence (DV)</p>
<p><b>Current Status &amp; Results</b></p>	<p>In October, DVU, VSU, CPVS and the Hate Crimes Coordinator delivered a joint presentation on community safety and resilience, hate-motivated crimes and cyber safety.</p> <p>The DV Coordinator created a DV Internet Safety Plan in partnership with the National CyberCrime Center in Ottawa. This safety plan was shared with the members of the Fort Saskatchewan Detachment as well as with the Families First Society of Fort Saskatchewan.</p> <p>In Quarter 3 there were 16 occurrences that met the definition of Spousal Abuse as defined by the family violence report. Of those 16 occurrences charges were laid on 2 of the occurrences.</p>
<p><b>Priority 2</b></p>	<p>Member Wellness</p>
<p><b>Current Status &amp; Results</b></p>	<p>The Wellness Committee at the detachment completed several events in quarter 3. The first Detachment Christmas Party in 17 years was held, and was a great success. Book Club and other initiatives have seen staff more engaged.</p> <p>The detachment personnel have created an safer environment whereby conversations about mental health are happening more frequently.</p> <p>The Detachment Chaplain has expressed that during his weekly visits he sees a more relaxed atmosphere and a lower stress environment.</p>
<p><b>Priority 3</b></p>	<p>Crime Reduction</p>
<p><b>Current Status &amp; Results</b></p>	<p>Fort Saskatchewan Detachment received 5 requests for patrols of specific locations for homes that were vacant, for various reasons. Members made patrols and all locations were found to be secure.</p> <p>Fort Saskatchewan Detachment received 8 false alarms of which 6 of them members attended and ensured that no offence had been committed. For the other 2 members were canceled by the key holder prior to attendance.</p> <p>Liaison Members have been assigned to schools in Lamont and Bruderheim to visit the schools and facilitate presentations.</p> <p>The Fort Saskatchewan Criminal Intelligence Analyst reviews all files and occurrences looking for trends that investigators can leverage enforcement opportunities.</p>



<p><b>Priority 4</b></p>	<p>Prolific offenders</p>
<p><b>Current Status &amp; Results</b></p>	<p>The Fort Saskatchewan Community Police Member is responsible for the Integrated Offender Management program and engaged with two clients and Community contacts during monthly meetings. There are no clients from the provincial contract boundaries that participate in this program.</p> <p>The Fort Saskatchewan Traffic - Crime Reduction Unit (TCRU) continues to use intelligence-based policing to target prolific offenders in order to decrease property and drug trafficking crime within the Fort Saskatchewan Detachment policing area.</p> <p>There are instances where a subject who was released during a Judicial Interim Release hearing have re-offended and been brought back before the courts on property offences.</p>

<p><b>Priority 5</b></p>	<p>Enhance Road Safety</p>
<p><b>Current Status &amp; Results</b></p>	<p>In quarter 3 the Fort Saskatchewan Detachment and the Alberta Traffic - Capital East Highway Patrol issued 236 violation tickets for different contraventions throughout Lamont County.</p> <p>In Lamont, members are actively enforcing stop sign violations at the intersection near the schools. Members are speaking with citizens about when the violations are happening in order to target peak times.</p> <p>During cold weather, such as at Christmas time, members are proactively patrolling the highways, Elk Island National Park and some secondary roads looking for stranded travelers.</p> <p>Fort Saskatchewan Detachment anticipates increased volume on Highway 15, during future proposed construction, hence looking at road safety issues and starting consultations on mitigating strategies.</p>



## Crime Statistics<sup>1</sup>

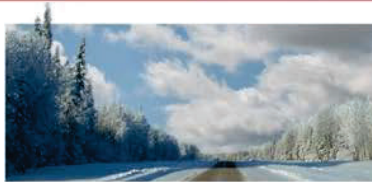
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2021	2022	% Change Year-over-Year	2021	2022	% Change Year-over-Year
<b>Total Criminal Code</b>	165	209	27%	656	741	13%
<i>Persons Crime</i>	51	26	-49%	169	114	-33%
<i>Property Crime</i>	96	161	68%	383	535	40%
<i>Other Criminal Code</i>	18	22	22%	104	92	-12%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	11	15	36%	63	55	-13%
<i>Provincial Code Traffic</i>	576	576	0%	3,098	2,512	-19%
<i>Other Traffic</i>	1	0	-100%	6	2	-67%
<b>CDSA Offences</b>	2	5	150%	30	11	-63%
<b>Other Federal Acts</b>	2	6	200%	34	19	-44%
<b>Other Provincial Acts</b>	67	75	12%	296	297	0%
<b>Municipal By-Laws</b>	9	6	-33%	33	32	-3%
<b>Motor Vehicle Collisions</b>	111	74	-33%	239	320	34%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

There was a significant increase in property crime Quarter 3 between year over year from 2021 to 2022.



**Provincial Police Service Composition<sup>2</sup>**

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	8	6	2	0
Detachment Support	2	2	0	0

<sup>2</sup>Data extracted on December 31, 2022 and is subject to change over time.

<sup>3</sup>Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>4</sup>Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

**Comments**

Police Officers: Of the eight established positions, six officers are working with two on special leave (one Medical, one Parental leave). There are no hard vacancies at this time.

Detachment Support: There are two established positions that are currently filled.

**Quarterly Financial Drivers**







## Fort Saskatchewan Provincial Detachment Crime Statistics (Actual) Q3 (Oct - Dec): 2018 - 2022

All categories contain "Attempted" and/or "Completed"

January 5, 2023

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	1	0	0	0	N/A	N/A	-0.1
Sexual Assaults		3	2	2	1	2	-33%	100%	-0.3
Other Sexual Offences		2	0	0	0	3	50%	N/A	0.2
Assault		8	19	11	31	5	-38%	-84%	0.6
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		1	0	0	0	0	-100%	N/A	-0.2
Criminal Harassment		4	5	6	8	6	50%	-25%	0.7
Uttering Threats		7	7	5	11	10	43%	-9%	1.0
<b>TOTAL PERSONS</b>		<b>25</b>	<b>34</b>	<b>24</b>	<b>51</b>	<b>26</b>	<b>4%</b>	<b>-49%</b>	<b>1.9</b>
Break & Enter		37	21	10	9	16	-57%	78%	-5.4
Theft of Motor Vehicle		28	14	22	15	26	-7%	73%	-0.3
Theft Over \$5,000		1	3	4	5	7	600%	40%	1.4
Theft Under \$5,000		41	21	15	23	40	-2%	74%	0.0
Possn Stn Goods		22	18	18	8	19	-14%	138%	-1.6
Fraud		14	13	6	9	15	7%	67%	-0.2
Arson		1	0	1	1	3	200%	200%	0.5
Mischief - Damage To Property		0	29	19	23	23	N/A	0%	4.0
Mischief - Other		40	5	6	3	12	-70%	300%	-5.8
<b>TOTAL PROPERTY</b>		<b>184</b>	<b>124</b>	<b>101</b>	<b>96</b>	<b>161</b>	<b>-13%</b>	<b>68%</b>	<b>-7.4</b>
Offensive Weapons		2	6	4	1	4	100%	300%	-0.1
Disturbing the peace		1	6	2	4	3	200%	-25%	0.2
Fail to Comply & Breaches		8	10	16	5	6	-25%	20%	-0.9
<b>OTHER CRIMINAL CODE</b>		<b>4</b>	<b>9</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>125%</b>	<b>13%</b>	<b>0.9</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>15</b>	<b>31</b>	<b>28</b>	<b>18</b>	<b>22</b>	<b>47%</b>	<b>22%</b>	<b>0.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>224</b>	<b>189</b>	<b>153</b>	<b>165</b>	<b>209</b>	<b>-7%</b>	<b>27%</b>	<b>-5.4</b>



## Fort Saskatchewan Provincial Detachment

### Crime Statistics (Actual) Q3 (Oct - Dec): 2018 - 2022

All categories contain "Attempted" and/or "Completed"

January 5, 2023


CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	2	3	2	5	67%	150%	0.4
Drug Enforcement - Trafficking		3	5	1	0	0	-100%	N/A	-1.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>6</b>	<b>7</b>	<b>4</b>	<b>2</b>	<b>5</b>	<b>-17%</b>	<b>150%</b>	<b>-0.7</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		2	0	0	0	1	-50%	N/A	-0.2
<b>TOTAL FEDERAL</b>		<b>8</b>	<b>7</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>-25%</b>	<b>200%</b>	<b>-0.9</b>
Liquor Act		2	3	11	1	5	150%	400%	0.4
Cannabis Act		1	5	9	2	1	0%	-50%	-0.3
Mental Health Act		11	11	19	19	20	82%	5%	2.6
Other Provincial Stats		35	42	37	45	49	40%	9%	3.1
<b>Total Provincial Stats</b>		<b>49</b>	<b>61</b>	<b>76</b>	<b>67</b>	<b>75</b>	<b>53%</b>	<b>12%</b>	<b>5.8</b>
Municipal By-laws Traffic		0	0	1	0	0	N/A	N/A	0.0
Municipal By-laws		1	3	0	9	6	500%	-33%	1.6
<b>Total Municipal</b>		<b>1</b>	<b>3</b>	<b>1</b>	<b>9</b>	<b>6</b>	<b>500%</b>	<b>-33%</b>	<b>1.6</b>
Fatals		0	0	0	1	1	N/A	0%	0.3
Injury MVC		15	14	9	15	11	-27%	-27%	-0.7
Property Damage MVC (Reportable)		71	74	49	75	48	-32%	-36%	-4.5
Property Damage MVC (Non Reportable)		15	12	11	20	14	-7%	-30%	0.6
<b>TOTAL MVC</b>		<b>101</b>	<b>100</b>	<b>69</b>	<b>111</b>	<b>74</b>	<b>-27%</b>	<b>-33%</b>	<b>-4.3</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	10	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>434</b>	<b>587</b>	<b>686</b>	<b>576</b>	<b>576</b>	<b>33%</b>	<b>0%</b>	<b>27.3</b>
<b>Other Traffic</b>		<b>3</b>	<b>3</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-0.8</b>
<b>Criminal Code Traffic</b>		<b>30</b>	<b>24</b>	<b>30</b>	<b>11</b>	<b>15</b>	<b>-50%</b>	<b>36%</b>	<b>-4.3</b>
<b>Common Police Activities</b>									
False Alarms		27	15	12	5	11	-59%	120%	-4.2
False/Abandoned 911 Call and 911 Act		11	16	15	7	6	-45%	-14%	-1.9
Suspicious Person/Vehicle/Property		55	23	40	49	24	-56%	-51%	-3.6
Persons Reported Missing		4	3	4	4	2	-50%	-50%	-0.3
Search Warrants		0	3	0	0	0	N/A	N/A	-0.3
Spousal Abuse - Survey Code (Reported)		28	27	35	31	15	-46%	-52%	-2.2
Form 10 (MHA) (Reported)		0	2	3	3	1	N/A	-67%	0.3

# NG911 FOR EMS

## How EMS Benefits from Next Generation 911


Next Generation 911-related technologies will provide new opportunities to keep EMS providers and communities safer. The following scenarios provide a non-technical depiction of how new technologies will provide information leaders need to ensure safe, efficient and effective responses to a variety of incidents.

### Improved Location Accuracy



With improved location accuracy, responders will reach victims sooner and triage the scene more efficiently. This is especially important in challenging environments like rural areas or parks, densely populated urban areas or on freeways. Mobile callers may also not be aware of their exact location, hindering first responders' ability to reach them quickly. Because minutes count with critical patients, faster treatment improves outcomes and survival rates.

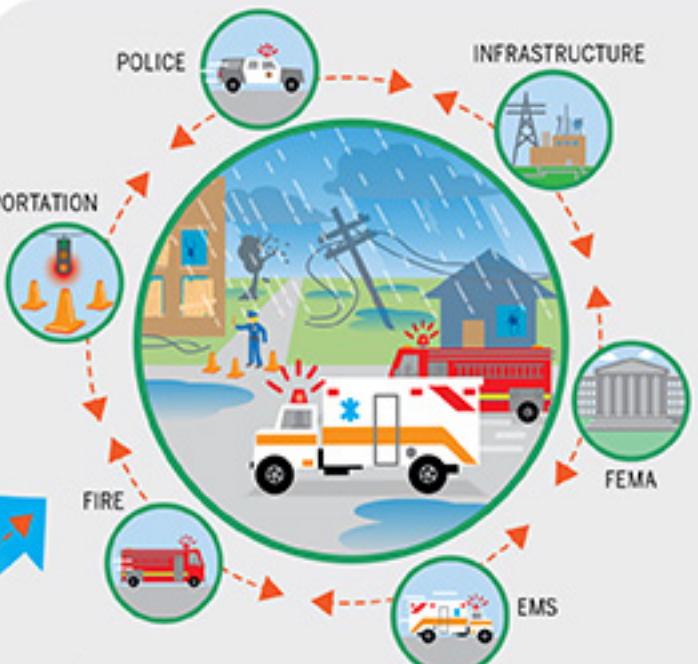
### Continuity of Patient Data



In the NG911 environment, EMS would have access to more detailed medical history for a patient. In the future, the ability to merge medical data with 911 call data will give providers better on-scene information to improve patient care. Including outcome data within the patient record will provide a more complete picture to support performance improvement. Better data would translate to better overall patient care as well as the advancement of entire EMS systems.

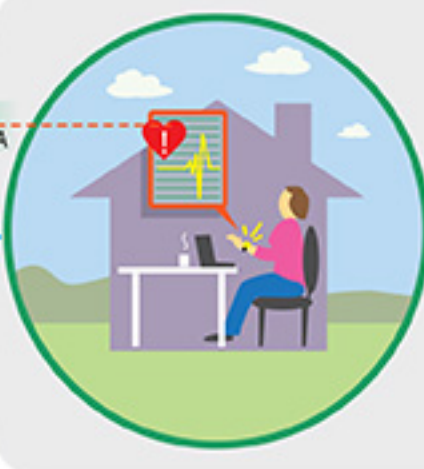


### Multi-Agency Interoperability




During a natural disaster or other large-scale emergency, the NG911 system protects against call overload by re-routing calls, texts and data to alternative call centers. The system also allows for better communication with first responders, allowing for better coordination between other emergency services and agencies.

### Accurate Pre-Arrival Data



Monitoring technology worn by patients may automatically alert 911 within seconds of a life-threatening medical event. Responders can access time-sensitive patient health data and incident information before they arrive at the scene, improving patient outcomes and survival rates.

### Better Crash Data



Telematics, now integrated into many vehicles, notify 911 with precise location information, data on airbag deployment and more. This data, available at dispatch, helps EMS and fire services prepare appropriate equipment and provides medics with key information for faster transport to the appropriate hospital or trauma center.



January 27, 2023

The Honourable Jason Copping  
Minister of Health  
432 Legislature Building  
10800 – 97 Avenue  
Edmonton, Alberta T5K 2B6  
[health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

Re: Town of Fox Creek Ambulance Service

Dear Minister Copping,

In November 2022, the Town of Fox Creek was copied on correspondence from the Town of Ponoka expressing concerns on behalf of their Volunteer Fire Department as first responders to emergency calls. The letter received from the Town of Ponoka summed up some of the major issues in our province perfectly, and the Town of Fox Creek would like to reiterate the concerns with the state of our ambulance service in rural Alberta.

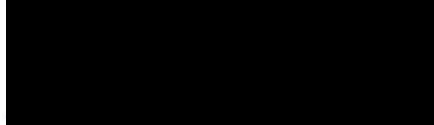
We share in our main concern being the ambulance services that we are receiving from Alberta Health Services. Recently, our community has gone without an ambulance for 14 hours because of patient transfers and staffing issues. The most troubling part of this lapse is the number of times that it seems to be happening. Because of our location, when an ambulance leaves our community, our closest backup unit is a minimum 45 minutes away. Those 45 minutes can quickly turn into over an hour if the roads are bad or if there is not a crew available immediately. Those 45 minutes could very well be the difference between life and death, or could change the course of someone's future.

Much like Ponoka, our Fire Department has been the first responders to many calls that would not necessarily fall under their mandate, however, because they love our community and the people that live here, they go without hesitation. They have seen things they should not have to see and have held the hands of individuals through extremely tough situations.

Fox Creek has also stepped up and is running our Medical First Responder Program out of our volunteer department, however, with a lack of funding for the program, many of the costs to run the program are being covered by the community. It is time the province finds a way to deal with the ambulance situation in rural Alberta that does not fall on the back of volunteer fire departments or municipalities.

It is only a matter of time before the gamble to move Fox Creek's ambulance to a busier location when AHS is short-staffed does not pay off and a life is lost because of the lack of service provided. Unfortunately for Fox Creek, when that happens, it is going to be someone in our community. We are urgently requesting that these issues be addressed with a solution that does not forget about the unique situations of many rural Alberta communities.

Sincerely,



Sheila Gilmour, Mayor  
[Sheila@foxcreek.ca](mailto:Sheila@foxcreek.ca)

cc: The Honourable Danielle Smith, Premier of Alberta  
The Honourable Todd Loewen – MLA – Central Peace Notley  
The Honourable Rachel Notley – Leader of the Official Opposition NDP  
Arnold Viersen, MP, Peace River – Westlock  
Alberta Municipalities Members  
Town of Ponoka

**From:** Community Engagement <[Community.Engagement@albertahealthservices.ca](mailto:Community.Engagement@albertahealthservices.ca)>  
**Sent:** Thursday, February 2, 2023 1:56 PM  
**To:** Community Engagement <[Community.Engagement@albertahealthservices.ca](mailto:Community.Engagement@albertahealthservices.ca)>  
**Subject:** EMS/811 Shared Response



## *EMS/811 Shared Response*

### **Dear Stakeholders**

Alberta Health and Alberta Health Services [announced today](#) a new EMS/811 Shared Response that is already helping patients get the care they need and reducing unnecessary ambulance responses.

This new collaboration between EMS and Health Link 811 allows for the transfer of EMS callers who EMS assesses as low-acuity – or, not experiencing a medical emergency that requires an ambulance - to Health Link 811 nurses for further triage, assessment and care. If at any point it is determined an ambulance is required, one will be dispatched.

Many EMS callers are seeking help, advice or guidance and don't know where to turn so they call 911 even though they do not need an EMS response. Evidence to-date also demonstrates that some callers looking for ambulance transport have needs that are better met outside the emergency department. Some callers, for example, call 911 when they are experiencing sleeplessness, constipation or earaches.

Allowing these callers to be connected with Health Link 811's Registered Nurses will provide better support for patients while allowing ambulances to remain in the community to respond to life-threatening emergencies. This results in faster emergency response times and better flow through the health system: two of AHS' four key priorities.

In the first two weeks of Shared Response, approximately 6 per cent of EMS calls have been transferred to 811. In consultation with other jurisdictions in Canada that have also implemented similar call triaging, up to 20 per cent of EMS calls are transferred to a nursing line, over time. If AHS realizes a 20 per cent call transfer rate as the work continues between EMS and 811, EMS could be freed up from responding to approximately 40,000 low acuity calls each year.

Both EMS Emergency Communications Officers and Health Link's RNs use industry best practice protocol and advice models to assess patients and their care needs. This ensures consistency and safe, patient-focused clinical options.

In addition to Shared Response, AHS is also issuing a Request for Expressions of Interest and Qualification (RFEIQ) for transporting patients who do not require emergency care, between care facilities.

By contracting third party partners to transport patients requiring care, between care facilities, patients receive the supports they need, while EMS ambulances are freed up to respond to emergencies.

These actions are all a part of AHS' four priorities:

- Improving EMS response times.
- Decreasing emergency department wait times.
- Reducing wait times for surgeries.
- Improving patient flow throughout the healthcare system.

AHS is taking action on all four priorities. Specific to AHS EMS, we are also adding new resources and aggressively working to recruit and retain EMS staff. We have stopped the automatic dispatch of ambulances to non-injury collisions and are fast-tracking ambulance transfers at emergency departments by moving less urgent patients to hospital waiting areas. In addition, paramedics are now able to assess, treat and refer patients if they do not require transport to hospital, and new guidelines are getting patients who do end up in the hospital, home faster after discharge.

Visit [ahs.ca/ems](https://ahs.ca/ems) to learn more about the work that AHS is doing to ensure sustainable high-quality emergency medical services are available for all Albertans.

We are making fast, effective improvements that are focused on improving patient flow – from the moment a call is made to EMS, to the arrival of an ambulance and the subsequent care of a patient in the emergency department and broader health care environment.

These extraordinary efforts are all part of a collective, organization-wide effort to build a high-quality health care system. And we could not do that without the help of our valuable community partners.

Thank you for your contribution to building healthy Albertans, healthy communities, together.

Sincerely,

**Mauro Chies**

Interim AHS President and CEO





**Office of the Deputy Minister**  
29<sup>th</sup> flr, ATB Place, South Tower  
10020 – 100 Street  
Edmonton, Alberta T5J 0N3  
Canada  
[www.alberta.ca/technology-and-innovation.aspx](http://www.alberta.ca/technology-and-innovation.aspx)

January 20, 2023

AR 300

Dear Chief Administrative Officer:

The world is becoming increasingly digital and it is critical that Alberta is keeping pace with technology and expectations of communities and Albertans. The Government of Alberta has been exploring how we can deliver world-class digital services to Albertans, modernize our processes and deliver better, faster and smarter services.

The Ministry of Technology and Innovation (TI) is leading efforts to make technology and innovation the driving force behind Alberta's economic diversification and growth. We are invested in digital transformation as a way to improve digital government services and to ensure all services are accessible and inclusive.

Over the past several months, our Ministry has been developing a Digital Strategy, which will help the government modernize digital service delivery and improve user experiences by better integrating technologies into the delivery of government services. The proposed strategy will help the government:

- Respond to the greater reliance on digital government services among Albertans;
- Help deliver high quality digital services;
- Recognize how the Internet has changed the lives of Albertans; and
- Accelerate the growth of the new digital economy in Alberta.

The Government of Alberta cannot do our digital transformation work alone, and our number one priority is to serve Albertans and improve their quality of life. As we move forward with advancing our Digital Strategy we want to work with municipalities. We recognize and greatly appreciate the contributions of municipalities across the province in strengthening our economic and social prosperity. We are interested in learning about how residents within your municipalities engage with government services in a virtual manner and in hearing your feedback on our upcoming Digital Strategy. We are all in the service of our citizens and/or residents and we want to ensure they have a positive user experience when they interact with us.

.../2



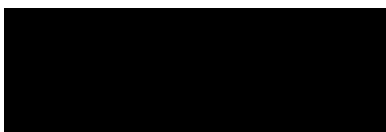
Strategy development will be an ongoing process as we connect with partners across the province with a focus on improving the user experience. We intend to specifically engage municipalities over the coming months as we work towards implementing the strategy in a meaningful way. Technology and Innovation will be reaching out in the near future to seek your interest in engaging.

Should you have any questions or feedback on the proposed Digital Strategy or future opportunities to engage with your municipality, please contact Michael Crerar, Executive Director, Partnerships ([michael.crerar@gov.ab.ca](mailto:michael.crerar@gov.ab.ca)).

Please find the draft Digital Strategy Executive Summary attached. Please note that this is a confidential document, and we kindly request that you not share it externally.

We believe that Alberta's challenges are best solved together, and I look forward to working with you in the future.

Sincerely,



David James  
Deputy Minister

Attachment – Executive Summary – Government of Alberta Digital Strategy

**TOWN OF LAMONT PUBLIC LIBRARY BOARD MEETING  
January 9, 2023 – 7:00pm at Lamont Public Library**

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

**ABSENT:** Dave Diduck,

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

**APPROVE AGENDA:**

Erin moves to adopt the agenda as presented. Greg seconds.

**PREVIOUS MINUTES:**

Michelle requests that point 2 on New Business be moved by Erin and seconded by Michelle. Date at top of minutes needs to read December 5, 2022. Michelle moves that the Previous Minutes be adopted as presented. Greg seconds.

**TREASURER’S REPORT:**

Chequing Account Balance: \$31,641.26

Syd Joseph Account: \$1,842.70

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

**BUSINESS ARISING FROM PREVIOUS MINUTES:**

1. **MOU Amendment** – Computer Usage Amendment was sent to Stephanie who identifies that we have our own network and do not use theirs. The agreement also appears reasonable and suggested that we sign it. Kelly will sign it this week.
2. **WCB** – Kelly has contacted WCB. We have an account and WCB is setting us up with coverage. Cost is approximately \$200.00 per year for both employees. We need to back pay to the beginning of Stephanie’s employment start date in 2021. Our first bill will be approximately \$600.00 to cover 2021-23.
3. **Printer** – Has been ordered. It will come out of this year’s budget. Stephanie is unsure of arrival date. It will come via the van.
4. **Election** –
  - Chair** – Greg nominates Kelly to remain as Board Chair. Erin seconds. No other nominations. Asked three times. Greg moves that nominations cease. Michelle seconds. Kelly accepts. Passed. Kelly is Board Chair for 2023-24.
  - Vice-Chair** – Kelly nominates Greg to remain as Vice-Board Chair. Erin seconds. No other nominations. Asked three times. Michelle moves that nominations cease. Erin seconds. Greg accepts. Passed. Greg is Vice-Board Chair for 2023-24.
  - Treasurer** – Erin nominates Michelle for Treasurer. Greg seconds. Erin moves that nominations cease. Greg seconds. Michelle accepts. Passed. Michelle is Board Treasurer for 2023-24.

**Secretary** – Greg nominates Erin to remain as Secretary. Kelly seconds. No other nominations. Asked three times. Greg moves that nominations cease. Michelle seconds. Erin accepts. Passed. Erin is Board Secretary for 2023-24.

5. **Policy** – Please have read for next meeting. Tabled until next meeting.

### **NEW BUSINESS:**

1. **Fundraising** – Do we want to do a fundraiser again this year? Ideas? This is just a call out for ideas.

**Bingo** - We could still do the bingo in May. **Stephanie** will ask the school about using the gym in May (prefer May 12, 2023 – back up date is May 26). **Kelly** will talk to the Lamont Lions Club to use their licence. We would have plants for prizes and silent auction. **Erin** will create a letter template to request donations – plants, silent auction, door prizes.

### **LIBRARIAN’S REPORT:**

From Stephanie:

Total Allotment: \$ 10,986.65

Expended: \$876.99

Encumbered: \$2288.67

Approximate free balance: \$7820.99

Patron attendance: December - 106

New Patron registration: December - 0

- I ordered our new printer (it has now arrived!) and am in consultation with TSI regarding a lock box for our network equipment.
  - Annual report – Work on the annual report has begun, I will have the draft version for you to approve at the February meeting, as the report is due Feb 28. \*Colleen, Dave and Dinah have been reappointed by council for another 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)**
  - Library Card challenge – can we get all members of town council signed up and in a pic with their cards?
  - Winter Reading Program has begun! There are lots of ways to be involved.
1. Patrons of all ages can track their reading and submit their time to enter to win prizes
  2. Snow art contest – submit a photo of a snow creation in the month of January – winners will be determined by online voting in February
  3. January 27 read for 15 for Family Literacy Day/ Friday 15 – read 15 min on a Friday for chances to win
  4. Family Fort Night at the Library January 26 5-7pm – spread the word 😊 Thanks Erin!

Last Month items you may have missed:

- 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.

**CORRESPONDANCE:**

Erin – Sent Kelly a Board Basics email. Kelly will send it out to the Board.

**ROUND TABLE:**

None

**NEXT MEETING: February 6, 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. Greg seconds.

**MEETING ADJOURNED AT: 8:29pm**

**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

## Alberta Health Services

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# Emergency Medical Services

North East Mayors, Reeves, Indigenous Leaders Caucus  
Meeting: January 16, 2023

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# Overview

- North Zone EMS Current State
- Current System Pressures & Challenges
- EMS Improvement Strategies

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# North Zone EMS Current State



# North Zone EMS Operational Model

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- 77 – 81 scheduled ambulances daily throughout the North Zone
- 4 Non-Emergency Transport Units
- 8 Supervisor / Primary Response Units
- 8 Fixed wing air ambulances
- 3 Rotary wing air ambulances
- 4 Mobile Integrated Health Units (Community Paramedics)

# North Zone EMS Operational Model

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- Serve a population of approximately 470K
- Geographic coverage area of approximately 450K sq/kms
- Approximately 625 Paramedics – Direct Delivery and Contracted Service Partners combined
- ≈ 86K EMS responses per year

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# Current System Pressures & Challenges

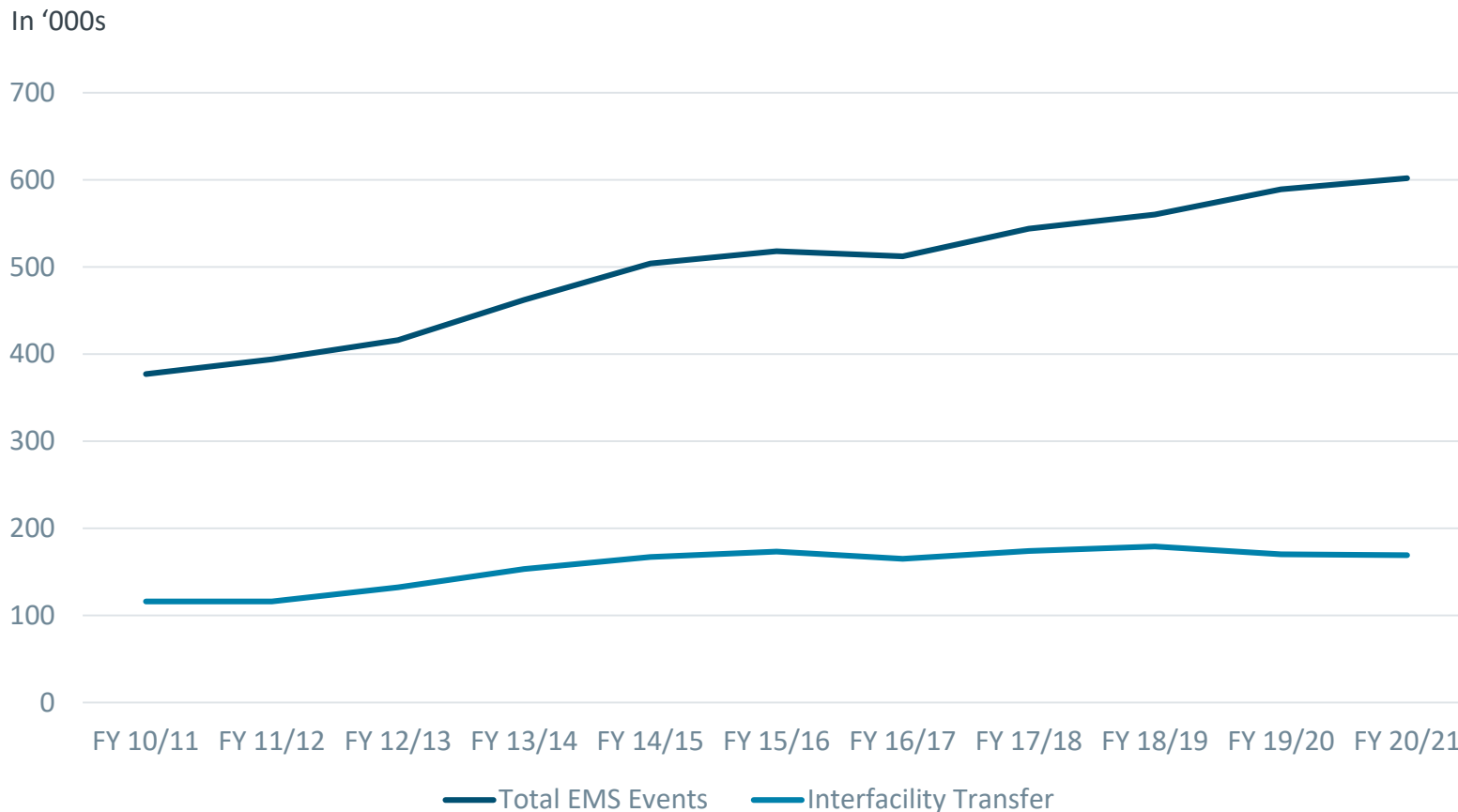
# Current System Pressures & Challenges

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- Increased 911 Event Volume
- Inter-facility Transfer (IFT) Volume
- Emergency Department Offload Delays
- Staffing Challenges
- Global Supply Chain Issues

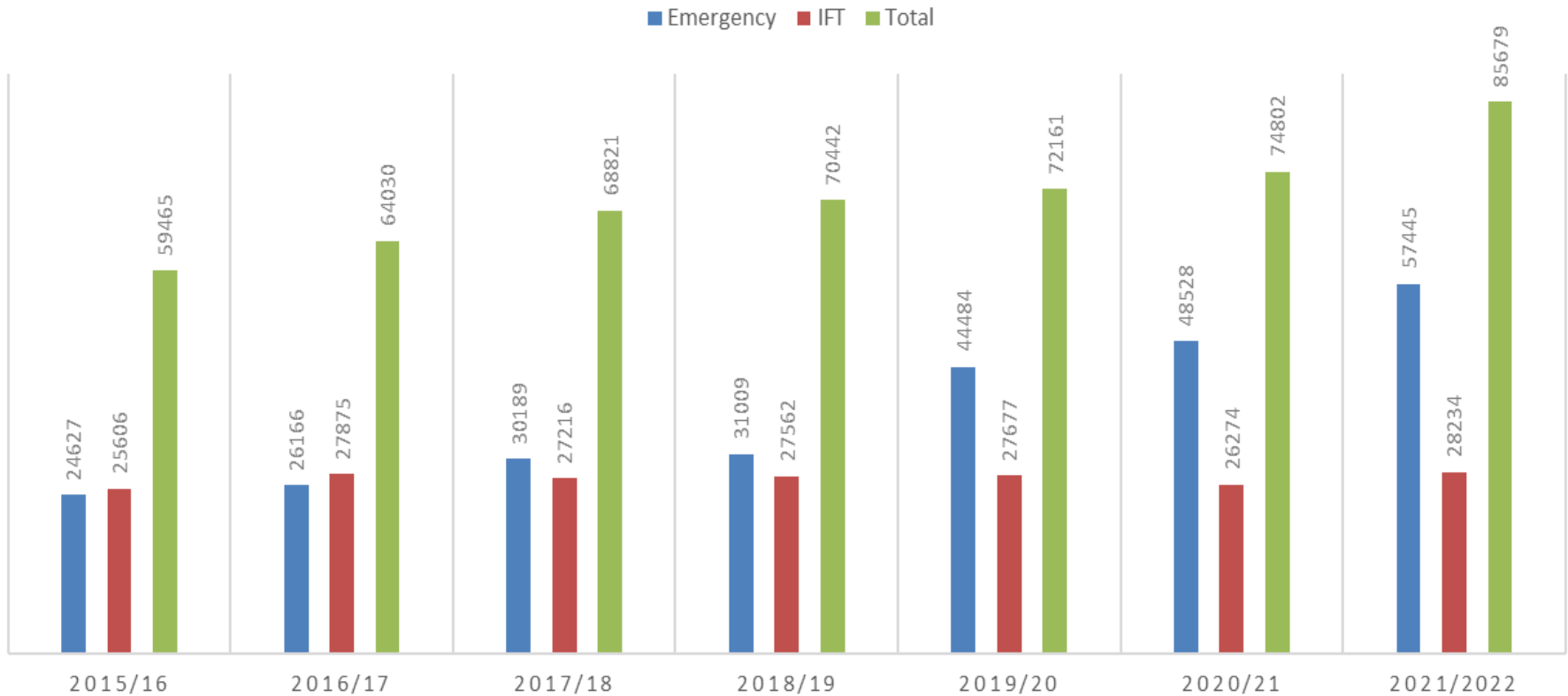
# Increased 911 Event Volume

59.8% increase in EMS events since 2010



# Increased Event Volume – North Zone

## NORTH ZONE - ALL

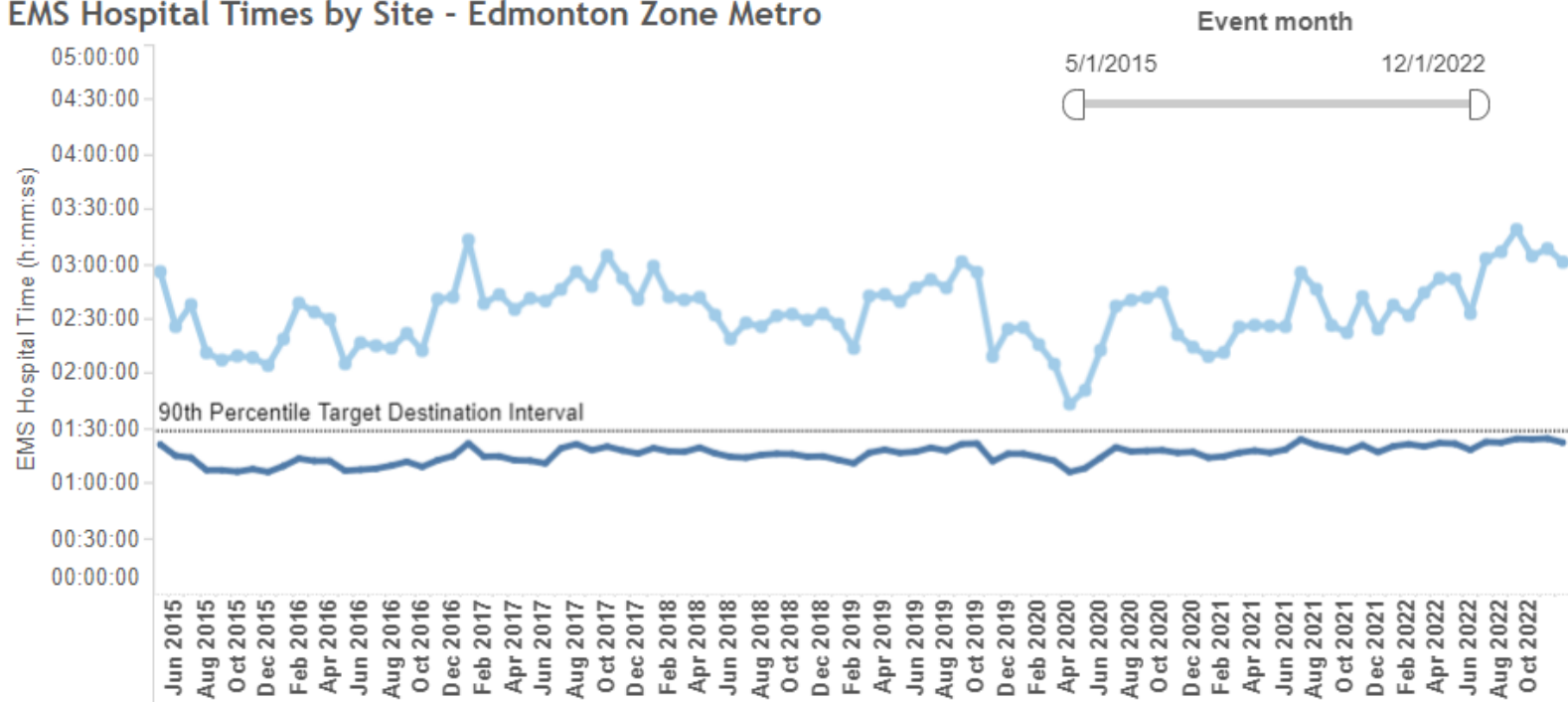


# Emergency Department (ED) Waits/Delays

## Monthly EMS Transport Volumes and Hospital Times - Edmonton

Publisher: EMS System Performance and Innovation

EMS Hospital Times by Site - Edmonton Zone Metro



Legend: Median = Solid Line p90 = Dotted Solid Line

\*Data Source: Tableau EMS SPI –13Jan2023

# Emergency Department (ED) Waits/Delays

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AHS EMS loses considerable response capacity due to ED offload delays. Other Canadian jurisdictions have moved to a turnaround standard of **45 minutes or less**.



At **45 minutes**, every day AHS EMS would regain:

- 10.3 12-hr ambulances in Calgary
- 10.7 12-hr ambulances in Edmonton
- 1.9 12-hr ambulances in areas such as Medicine Hat, Red Deer & Grande Prairie

Current AHS Offload goal is 90 minutes with a future goal of 45 minutes

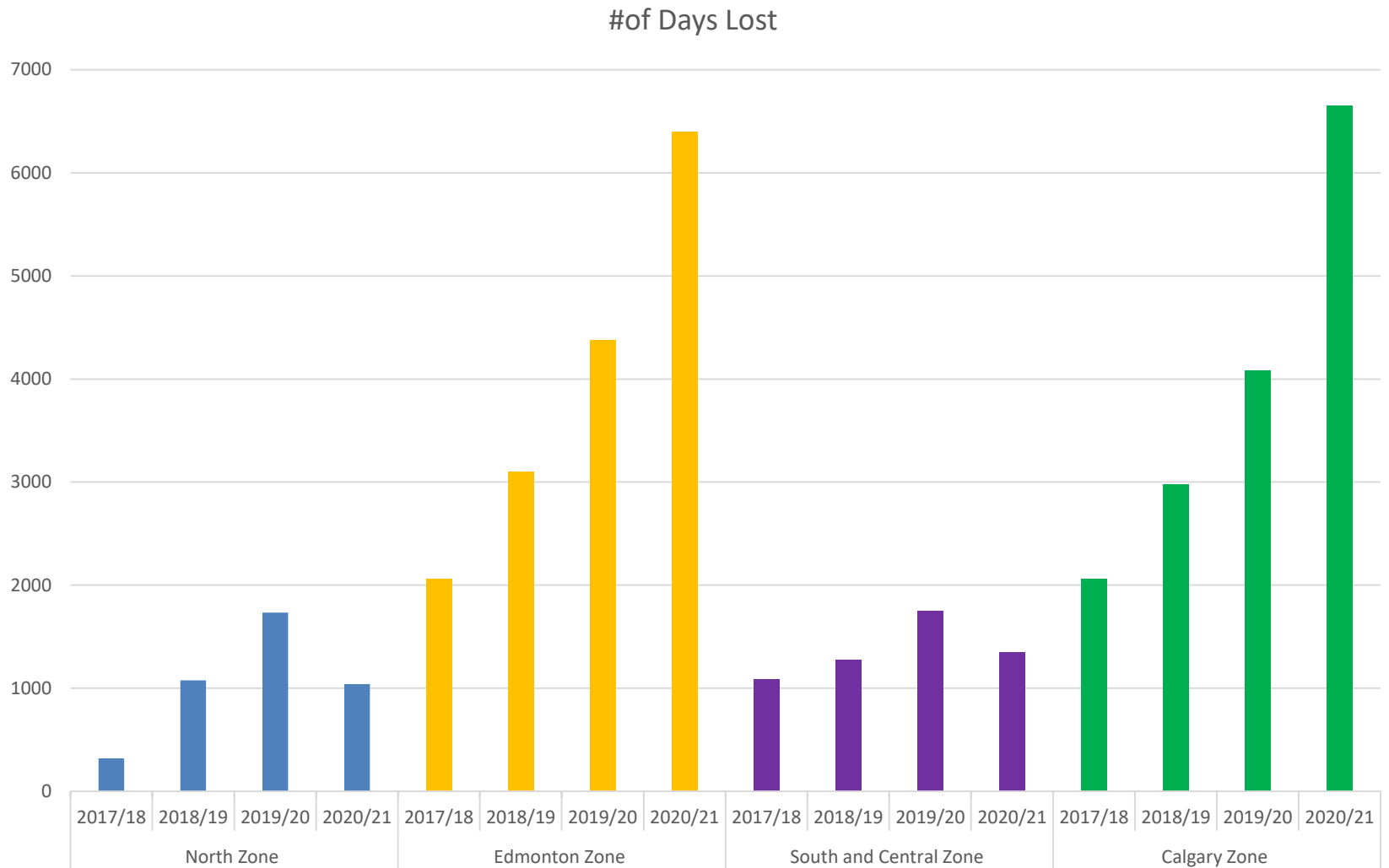


# Staffing Challenges

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- Since the start of the pandemic AHS EMS, along with our Contracted Service Partners, have experienced an increased in sick time utilization and WCB lost time – mostly due to psychological injuries.
- Paramedic shortages are being experienced throughout the province and across the country.
- The North Zone is currently experience an approximate 25% vacancy rate in Regular Full-Time Paramedic positions, and 45% vacancy rate in Casual Paramedic positions.
- Due to the staffing shortage, it is not uncommon to shut down 12-15 ambulances/day (15-20%) throughout the North Zone.

# Staffing Challenges - Lost Time



# Global Supply Chain Issues

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AHS EMS is experiencing multiple challenges due to the global supply chain situation.

- Ambulance chassis manufacturers have not returned to pre-COVID output levels.
- Global microchip issues are affecting ambulance chassis and module manufacturers. We are not receiving new vehicles as planned.
- Repair and replacement automotive parts supply are becoming increasingly difficult to source, creating longer repair times.
- Medical equipment and supplies are also in short supply and often on back order.

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# EMS Improvement Strategies

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# Addressing EMS Service Pressures

Alberta Health announcement on January 24, 2022

- **Alberta EMS Provincial Advisory Committee**

Co-Chairs:

Tracy Allard (MLA Grande Prairie) and RJ Sigurdson (MLA Highwood)

Committee includes contracted ambulance operators, unions representing paramedics, municipal representatives and Indigenous community representatives.

- **AHS EMS 10-Point Plan**

AHS is working with EMS staff, service delivery partners and healthcare leaders to ensure the most critical patients receive immediate care while maximizing existing EMS system capacity.

# EMS 10-Point Plan - underway

## Hiring

EMS is always hiring.  
Conversations with learning institutions about capacity.

## Non-Emergency Inter-facility Transfers

Moving patients who don't need acute care by means other than ambulances.  
(family, taxi, care home shuttle)

## Fatigue Management

Managing staff fatigue through improvements in shifts, scheduling, additional staff and resources.

## Transferring low priority 911 calls

Moving calls that do not need emergency response to Poison & Drug Info System, Health Link 811.

## Motor Vehicle Collision Response

No automatic dispatch to non-injury collisions.

## Pre-empt and Divert

Allows ambulances to be strategically reassigned to higher priority calls.

## Urban Response Plan

Evaluating if the closest ambulance is the most appropriate to respond

## Calgary Integrated Operations Centre

Mirrors Edmonton IOC  
Brings Zone, hospital & EMS leads together to help patient flow through Emergency Depts

# EMS 10-Point Plan - upcoming

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## **Red Deer Inter-facility Transfer Pilot**

Dedicated resources to handle Inter-facility Transfers, allow ambulances for emergencies only.

## **Provincial EMS Plan**

5-10 year plan.

# Questions



**Alberta Health  
Services**





# BOARD HIGHLIGHTS

JAN. 19, 2023

## Chair's Report

### RECENT EVENTS

Board Chair Trina Boymook highlighted one recent event:

- On January 12, the Board of Trustees spent the evening having dinner with the Alberta Teachers' Association Local No. 28 executive.



## Association and Local Reports

### ATA LOCAL REPORT

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

- On February 9-10, the ATA is hosting its North Central Teachers' Convention.
- On February 10, the ATA is hosting its annual Partners in Education Luncheon. Zielke invited all trustees to attend, which will feature keynote speaker Tareq Hadhad, a Syrian refugee and founder of the hugely successful Peace by Chocolate, based in Nova Scotia. At the luncheon, Hadhad will share a compelling story about family; being a newcomer; and the spirit of resiliency, entrepreneurship and giving back.

### EMPLOYEE RELATIONS GROUP REPORT

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

- Recently, the ERG welcomed a new committee member, Helen Bienert. She has spent more than 30 years with the Division and now represents Fort Saskatchewan for the ERG.
- The committee continues to fine-tune the ERG's terms of reference.
- Two ERG members will soon receive the Crucial Conversation professional learning.
- On May 5, the Division will host its annual Classified Staff Professional Learning Day. Currently, the ERG is working with EIPS' Human Resources department to develop and co-ordinate learning sessions.

## New Business

### POLICY AMENDMENTS

The Board approved amendments to:

- [Board Policy 4: Trustee Code of Conduct](#);
- [Board Policy 7: Board Operations](#); and
- [Board Policy 24: Personal Communication Devices](#).

Overall, the approved changes strengthen each policy's clarity, definitions, language and readability.

### SCHOOL FEE PARAMETERS: 2023-24

The Board approved the school fee parameters for the 2023-24 school year. The parameters are based on the guidelines laid out within the *Education Act* and the Board's mandate for affordable school fees. Overall, the 2023-24 school fee parameters are similar to the previous year. Highlights include:

*Optional-courses fees* – five per cent allowable increase—up to seven per cent for food courses

*Noon-supervision fees* – five per cent allowable increase

*Activity fees* – five per cent allowable increase

*Extracurricular fees* – five per cent allowable increase

*Non-curricular travel fees* – five per cent allowable increase

*Non-curricular goods and services fees* – five per cent allowable increase

Schools must set all fees at a cost-recovery rate. If any fees exceed the listed parameters, the school must submit an explanation to the EIPS Secretary-Treasurer. Now approved, schools can begin establishing school fees for the 2023-24 year.

## **UKRAINIAN LANGUAGE AND CULTURE PROGRAM**

The Board approved changes to the Ukrainian program at A.L. Horton Elementary. Traditionally, the school has offered a Ukrainian Bilingual program for students in kindergarten to Grade 6. However, low enrolment numbers, funding changes and language arts instructional requirements have made offering a fulsome program challenging. EIPS consulted with school families, and, based on their feedback, introduced a new Ukrainian Language and Culture pilot program in fall 2022. The program still offers robust Ukrainian instruction, but the provincial requirements are more flexible.

To date, the pilot has received overwhelming support from the school community. As such, the Board approved replacing A.L. Horton's Ukrainian Bilingual program with the Ukrainian Language and Culture program, starting in the 2023-24 school years. The program goal: To foster an appreciation for the Ukrainian language and culture. Additionally, the Division will look at ways to expand the Ukrainian language and culture programming at the junior high level.

## **EIPS LANGUAGE AND CULTURE PROGRAMS: GERMAN AND UKRAINIAN**

As part of the Board's commitment to second-language programming, the Board approved the recommendation to designate EIPS' two language and culture programs—German and Ukrainian—Division alternative programs. All alternative programs require Board approval before being established or closed.

## **Committee Report**

### **ADVOCACY COMMITTEE**

The Board received for information a report from the Advocacy Committee meeting held on January 4. The main topics discussed: the Board's advocacy focus areas and advocacy strategies for the upcoming provincial election.

### **STUDENT EXPULSION COMMITTEE**

The Board received for information a report from the Student Expulsion Committee meeting held on January 6. The committee reviewed all relevant information and upheld the recommendations put forward.

### **POLICY COMMITTEE**

The Board received for information a report from the Policy Committee meeting held on January 10. The committee reviewed three policies—all recommended amendments were approved earlier, at the January Board meeting.

## **Report for Information**

### **THREE-YEAR ENGAGEMENT STRATEGY: VEGREVILLE VALUE SCOPING SESSION**

The Board received for information an update on one of the projects listed in the Division's Three-Year Engagement Plan. In May 2022, EIPS developed a Three-Year Engagement Strategy. The plan identifies areas where the Division can improve operations to best serve students. In total, there are four engagement projects listed within the plan. In terms of Project 4, the Division is exploring possible solutions to improve the school utilization rates in Vegreville.

Currently, EIPS has two schools in Vegreville that serve students living in the western portion of Minburn County and the Town of Vegreville—A.L. Horton Elementary and Vegreville Composite High. Over the last few years, both schools have experienced a significant drop in enrolment, affecting program delivery and facility operations.

As such, EIPS included the region in its Three-Year Capital Plan—requesting provincial funding to conduct a value scoping session with community stakeholders in Vegreville and area. The value-scoping session took place in fall 2022. It was facilitated by START Architecture and included representatives from the Government of Alberta, EIPS Board of Trustees, EIPS administration, A.L. Horton Elementary, Vegreville Composite High, EIPS school councils, Town of Vegreville, County of Minburn and Village of Andrew.

Collectively, they discussed eight possible solutions to optimize learning environments for students and ensure high-quality educational program delivery. The best-performing solution: Option 2, modernizing and expanding Vegreville Composite High School to accommodate a kindergarten to Grade 12 program. The Board will use the report and feedback to develop a community-derived solution and include it in the 2024-27 Three-Year Capital Plan—planned for release in April 2023. Read the full report at [eips.ca](https://eips.ca).

## SCHOOL STATUS REPORT: 2021-22

The Board received for information the School Status Report for the 2021-22 school year. The report identifies enrolment numbers, school utilization rates and per-student costs within the Division. The data is presented by geographic sectors and on a four-year comparative basis to ensure analysis is based on long-term trends and not isolated incidences (see pg. 218, "[School Status Report for 2021-22](#)"). Highlights from the report:

- The average cost per EIPS student is \$7,141, which is up from the previous year by \$175.
- The Division currently has 20 schools operating above the \$7,141 average.
- EIPS' utilization rate for 2021-22 increased to 73 per cent—up by one per cent from the previous year.

## INTERIM SCHOOL FEE APPROVAL SUMMARY: 2022-23

The Board received for information a summary of fee changes for the 2022-23 school year. To date, the Division has received and approved 54 fee change requests. (see pg. 251, "[2022-23 Interim School Fee Approval Summary](#)").

## Special Board Meeting: January 5

### REALLOCATION OF FUNDS

The Board approved changes to the allocation of funds for the 2022-23 school year. The reallocation allows the Division to use any net surplus funds and ensures its reserves remain below the 3.15% provincially mandated reserve cap. Additionally, the Board approved requesting permission from Alberta's Education Minister to transfer \$765,000 to EIPS' capital reserves for new buses, in case they don't arrive before classes resume at the start of the 2023-24 school year.

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



# EIPS QUARTERLY UPDATE

## FEB 2023

### EIPS IN THE NEWS

**Well-being of students remains top of mind** | *The Sherwood Park and Strathcona County News*

**EIPS launching mental health pilot project** | *FortSaskOnline.com*

**SouthPointe School “rolls” with massive food bank donation** | *FortSaskOnline.com*

**EIPS gets in the holiday giving spirit** | *The Sherwood Park and Strathcona County News*

**ASET launches pilot STEM day camp for EIPS students** | *The Fort Saskatchewan Record*

**Shell Canada wins Friends of Education Award** | *The Sherwood Park and Strathcona County News*

**SAL students prepare Meals for the Strathcona Food Bank** | *CTV News Edmonton*

### SUPPORTING STUDENT WELL-BEING

**Thanks to a new grant from Alberta Education,** EIPS is launching a pilot project that has the potential to make a big impact. In December, the province awarded EIPS \$1.9 million, as part of a mental health grant. EIPS is using the funds to pilot a new Mental Health in Schools project by setting up support centres in junior highs divisionwide.

The need for enhanced mental health supports was amplified during the pandemic. In fact, a recent Division survey revealed more than 60 per cent of students and staff feel their mental health and well-being deteriorated in recent years. Most common: heightened anxiety, stress and dysregulated behaviour. The new centres will offer a place for students to come when feeling overwhelmed and, when needed, receive mental health support and services.

The new centres are part of EIPS’ larger Mental Health Strategic Plan. Over the last two years, the Board has invested significant resources to find new ways to support students’ social-emotional and mental health. The provincial grant allows EIPS to leverage even more resources and support more students.



### FOR STARTERS

**Something I look forward to is the release of Elk Island Public Schools’ Annual Education Results Report every year.** It’s an annual publication detailing how EIPS is meeting its priorities, supporting students to achieve the best possible outcomes and its plans for continued improvement.

The EIPS Board of Trustees is particularly proud of this year’s report. What shines through is despite the myriad challenges we faced in 2021-22—navigating the pandemic, mitigating learning loss from the school disruptions and launching the province’s new elementary curriculum—EIPS rose to the occasion and stayed committed to providing exceptional education for all students. Because of that, students continued receiving high-quality education, were supported in their growth and achievement, and developed the skills and knowledge needed to succeed. The successes are impressive and the result of a collective effort—from teachers, administrators, support staff, students, families and community partners, like you.

I invite you to read through the [EIPS Annual Education Results Report 2021-22](#) to discover how EIPS fosters learning environments for all students to learn, grow and thrive. For your convenience, we’ve also captured highlights from the report on the next pages. I hope you enjoy both as much as I did.

**Trina Boymook,**  
Board Chair, Elk Island Public Schools

### INBOX

**Is the new elementary curriculum still a focus area for the Board of Trustees?**

Yes. Last year, the Board worked hard advocating for the province to back away from launching the new elementary curriculum all at once, in all grades. The Board felt divisions needed more time to build capacity. That effort paid off. Instead of full implementation, elementary schools rolled out the new curriculum in just three subjects, kindergarten to Grade 3, this fall. Next year, schools will roll out the new mathematics and English language arts and literature curriculum in grades 4 to 6. So, now, the Board is working with the Alberta School Boards Association to access provincial data related to the roll-out this year. The hope is to use that information to build further capacity, develop more resources and ensure a smooth transition for students.

# EIPS ANNUAL EDUCATION RESULTS REPORT 2021-22: HIGHLIGHTS

Every year, EIPS publishes an Annual Education Results Report, which outlines the Division’s Four-Year Education Plan, opportunities for growth and how it’s supporting students to achieve the best possible outcomes. Collectively, the Division uses the report to guide its work and enhance learning going forward. Read the full report at [eips.ca](https://eips.ca).

## LOCAL PROFILE AND CONTEXT

EIPS is Alberta’s sixth largest school division, serving approximately 17,460 students from kindergarten to Grade 12 in 43 schools—in Sherwood Park, Fort Saskatchewan, Vegreville, Strathcona County, Lamont County and the western portion of Minburn County. The Division also employs 1,543 people who work collectively to inspire students to learn, grow and succeed.

Because of its size, EIPS provides students with a range of learning opportunities, from pre-kindergarten to Grade 12. These include specialized, faith-based, language, career pathways, academic and outreach programs. That, coupled with strong extracurricular opportunities, family supports and numerous student services, ensures all learners receive a well-rounded education that develops their skills and knowledge needed to succeed.

Like the previous few years, 2021-22 presented various challenges for the Division. Despite these, everyone within EIPS came together and stayed committed to the priorities and goals set out in its [Four-Year Education Plan](#).

### Post-Pandemic Recovery

The school year started with stringent public-health measures because of COVID-19 and the ensuing operational challenges. Many students also faced learning gaps because of the school disruptions, and a higher than normal number of students presented with heightened mental health challenges—stress, anxiety, dysregulation.

*The Board invested significant resources into a pandemic recovery plan to enhance supports for students, families and staff. Schools initiated intervention plans, and the Division launched a new Mental Health Strategic Plan.*

### New Elementary Curriculum Launch

In Spring 2022, the province released the new elementary curriculum, with three subjects launching in the 2022-23 school year—mathematics and English language arts and literature (K-3) and physical education and wellness (K-6). The Division had to build capacity and an implementation plan.

*The Board allocated resources for EIPS to quickly create an implementation plan, develop high-quality resources and ensure a smooth transition for students.*

### Student Accommodations

As part of the Division’s reporting requirements to Alberta Education, EIPS reviews programs, enrolment transitions and boundaries regularly. The Division identified four areas of concern, related to student accommodations.

*The Board directed EIPS to develop and implement a public engagement strategy to determine community-derived solutions to best address the areas of concern.*

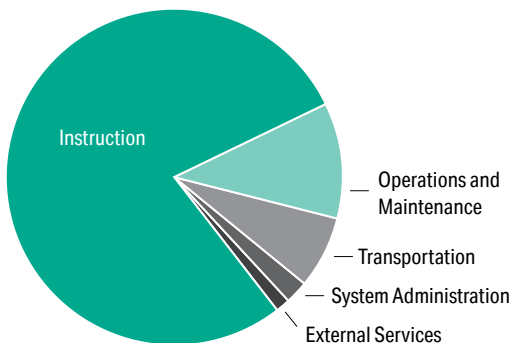
## ALBERTA EDUCATION ASSURANCE MEASURES: HIGHLIGHTS

Student Learning Engagement	High
Citizenship	High
High School Completion Rate	High
Provincial Achievement Tests	High
Diploma Examinations	High
Dropout Rate	Excellent
Education Quality	High
Welcoming, Caring, Respectful and Safe Learning Environments	High
Access to Supports and Services	High
Parental Involvement	Intermediate

## 2022-23 EXPENSES BY PROGRAM

(All dollar amounts are expressed in thousands)

Instruction	\$161,627	78.4%
Operations and Maintenance	\$23,070	11.2%
Transportation	\$14,199	6.9%
System Administration	\$4,586	2.2%
External Services	\$2,729	1.3%
<b>TOTAL</b>	<b>\$206,211</b>	<b>100%</b>



# EIPS PRIORITY SUMMARY

based on the Four-Year Education Plan 2018-22

## Priority 1: Promote Growth and Success for All Students

### Results

**Early learning:** Families agree the kindergarten program prepares children for Grade 1.

**Literacy and numeracy:** PAT and diploma examination results are constantly higher than the province.

**Indigenous education:** Educational outcomes for Indigenous students are improving, and dropout rates fell to 0%.

**Career pathways:** The school community agrees students are taught the skills for success after high school.

**Assurance:** Stakeholders are confident students develop the skills needed to succeed after finishing school.

### Priority Strategies 2022-23

- Develop and implement intervention plans to mitigate learning loss and developmental delays.
- Continue building teacher capacity in literacy, numeracy, student engagement and assessment practices.
- Continue using multi-disciplinary teams to support complex learners.
- Continue developing foundational knowledge about First Nations, Métis and Inuit perspectives.
- Continue efforts to prepare students in career planning and transitions to post-secondary.

## Priority 2: Enhance High-Quality Learning and Working Environments

### Results

**Learning environments:** Families are satisfied with the quality of education their child receives at school.

**Working environments:** Staff agree EIPS is a positive place to work.

**Infrastructure:** Families are satisfied with EIPS' overall infrastructure.

**Assurance:** EIPS stakeholders are confident the Division's environments are welcoming, inclusive, respectful and safe.

### Priority Strategies 2022-23

- Expand an EIPS Mental Health Strategic Plan to better support students and staff.
- Expand services for students with learning, developmental and health needs.
- Execute Year 2 of EIPS' Three-Year Engagement Strategy.
- Continue efforts to enhance secure, safe, robust and reliable technology access.
- Build capacity related to staff competencies for leadership, teaching and support positions.

## Priority 3: Enhance Public Education Through Effective Engagement

### Results

**Engagement:** Families agree schools keep them informed about their child's progress and achievement.

**Governance:** The Board worked diligently to ensure it communicated EIPS' standpoint on a range of topics—the value of public education, funding, pandemic-related supports and capital projects.

**Assurance:** Stakeholders are confident EIPS provides meaningful opportunities for family involvement.

### Priority Strategies 2022-23

- Build capacity for families to help support their child's education journey.
- Continue assurance framework efforts.
- Continue developing new ways to engage families and school communities.
- Promote effective communication and build relationships with elected government officials.
- Develop and maintain focused advocacy plans.

## BUILDING ASSURANCE

In addition to providing high-quality education to students, EIPS is also responsible for assuring the public its fulfilling its responsibilities, through reporting, engagement and relationship building.

In 2021-22, some of the ways EIPS built assurance, include:

- Annual Assurances Reviews
- *EIPS Annual Education Results Report*
- Year-in-Review Survey
- School Fee Consultations
- Four-Year Education Plan review
- Alberta Education Assurance Survey
- EIPS Annual Feedback surveys – families, staff and students
- Spring budget – using survey feedback
- *EIPS Four-Year Education Plan: 2022-26*
- Three-Year Engagement Strategy – Year 1
- *Advocacy in Action* – quarterly newsletter
- *EIPS Quarterly Update* – quarterly newsletter
- Regular communication – school newsletters, news releases and email

FALL

WINTER

SPRING

ONGOING



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

AGENDA ITEM: 4.1

**COUNCIL MEETING DATE:**  
February 14, 2023

**ITEM DESCRIPTION OR TITLE**

RCMP- Lamont Town Hall Meeting

**RECOMMENDATION**

**THAT** Council waive associated meeting room rental fee and provide advertising in support of the RCMP- Lamont Town Hall Meeting.

**BACKGROUND**

The March 2, 2023 Town Hall will be from 7pm until 9pm. The Meeting will provide an opportunity for the RCMP to engage with residents and community groups concerning existing policing, emergent concerns, along with other priorities.

**COMMUNICATIONS**

Promote awareness of the Town Hall Meeting.

**IMPLICATIONS OF DECISION**

Supports community and economic development.

**FINANCIAL IMPLICATIONS**

Estimated value of contribution is \$60.00 for the meeting room, \$100.00 for outdoor signage and \$168.00 for newspaper advertising. Total: \$328.00

**POLICY AND/OR LEGISLATIVE REFERENCES**

2023 – 2027 Strategic Plan: Safety and Wellbeing - Goal: Enhance community sense of safety and the Town's emergency preparedness.

**ATTACHMENTS**

N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.2

**COUNCIL MEETING DATE:**  
February 14, 2023

## ITEM DESCRIPTION OR TITLE

**Lamont Farmers Market Initiative**

## RECOMMENDATION

**THAT** Council waive associated 2023 facility rental fees in support of the Lamont Farmers Market initiative.

## BACKGROUND

Farmers' markets are a popular agri-tourism attraction in Alberta, providing a great shopping experience in a relaxed atmosphere. Over 140 Alberta approved farmers' markets serve up some of the most nutritious, fresh, local products.

Administration, in consultation with community proponents are investigating the establishment of a local farmers market. The market is anticipated to run from May -June to September October each year. The market is envisioned as a weekly event taking place during the evening hours. Advertisements were placed in the February 1 & 8 edition of the Lamont Leader and supported by posts to Facebook concerning a introductory meeting.

A introductory meeting will be held on February 13, 2023 to gauge community interest. A verbal report from the meeting will be presented to Council on February 14<sup>th</sup>.

To support establishment of the Lamont Farmers Market it is recommended Council waive 2023 rental fees for the Arena and/or Hall as a contribution to getting the fledgling project into existence.

## COMMUNICATIONS

Confirm with planning committee Council's support of waiving fee.

## IMPLICATIONS OF DECISION

Supports community promotion and economic development.

## FINANCIAL IMPLICATIONS

Estimated value of contribution is between \$7,700 - \$9,350 (estimated at 22 market days in 2023). Hall daily at \$425 and or Arena (no ice) \$350.





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

**POLICY AND/OR LEGISLATIVE REFERENCES**

2023 – 2027 Strategic Plan: Community Connection + Vibrancy Goal: Promote community beautification and sense of place.

**ATTACHMENTS**

1. Lamont Farmers Market Info Sheet

Report Prepared By: Rick Bastow, CAO

Approved by CAO:

# LAMONT FARMERS' MARKET



## WHEN & WHERE

*The Lamont Farmer's Market will be held every Friday from 3:00 p.m. to 7:00 p.m. The Market will run from May 5, 2023 to September 29, 2023.*

## COST & INSURANCE

*Cost: \$10.00/table*

*Vendors are required to have insurance, available through the Alberta Farmer's Market Association (AFMA).*



## VOLUNTEERS

*Volunteers are needed to form the Lamont Farmers' Market Committee. If you are interested in joining the Committee, please contact Peggy Sawchuk at 780-721-6436 or by email [ampeneber@gmail.com](mailto:ampeneber@gmail.com)*

**For more information please contact 780-721-6436.**



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

AGENDA ITEM: 4.3

**COUNCIL MEETING DATE:**  
February 14, 2023

**ITEM DESCRIPTION OR TITLE**  
2023 Economic Development

**RECOMMENDATION**  
**THAT** Council direct Administration to proceed with the Request for Expressions of Interest (REOI) initiative.

**BACKGROUND**  
A draft Request for Expressions of Interest (REOI) has been developed. The REOI is a briefing document that will be used as a tool to stimulate and assess interest in a project and to solicit useful information from interested parties. The REOI will be used to support and advance commercial, residential and industrial development within the town.

**COMMUNICATIONS**  
Post REOI on Town web properties and proceed with outreach to development community.

**IMPLICATIONS OF DECISION**  
Supports community promotion and economic development.

**FINANCIAL IMPLICATIONS**  
N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**  
2023 – 2027 Strategic Plan: Fiscal Responsibility - Goal: Grow and diversify municipal revenue streams.

**ATTACHMENTS**  
1. Request for Expressions of Interest (REOI)

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



# Town of Lamont

Town of Lamont  
Request for Expression of Interest for Purchase of Municipal Properties

Request for Expression of Interest No.: XXXXXX

Issued: XXXXXX

Submission Deadline: XXXXXX

**1. Introduction**

This Request for Expression of Interest (“**REOI**”) IS ISSUED BY THE Town of Lamont (“the **Municipality**”) for the purpose of identifying parties who are interested in purchasing a developing lands owned by the Municipality (the “**Lands**”). This is not a formal tender process or closed bidding process. The Municipality is seeking to test the market for potential purchasers of the Lands and to receive expressions of interest including a response on the Lands which the Municipality may then accept or use as the basis for negotiations with one or more Respondents.

**2. REOI Timetable**

Issue Date of REOI	XXXX
Deadline for Questions	XXXX
Deadline for Addenda	XXXX
Submission Deadline	XXXX

The REOI timetable is tentative. It may be changed by the Municipality at any time, and the Municipality may choose to waive or extend the Deadline for Questions, Deadline for Addenda and/or the Submission Deadline. For greater clarity, business days means all days that the Municipality is open for business, other than a Saturday, Sunday and/or Statutory Holidays.

**3. REOI Contact**

For the purpose of this procurement process, the “**REOI Contact**” will be contacted via email.

REOI Contact: Rick Bastow  
Email: [rick.@lamont.ca](mailto:rick.@lamont.ca)

Respondents and their representatives are not permitted to contact any employees, officers, agents, elected or appointed officials or other representatives of the Municipality, other than the REOI Contact, concerning matters regarding this REOI. Failure to adhere to this rule may result in the disqualification of the respondent submission.

**4. Background**

The intention of this request is to invite interested parties to submit an Expression of Interest in respect to purchasing the Lands, see Attachment 1 and Attachment 2, which must include the proposed approach to developing these commercial/industrial/residential lands. Receipt of an Expression of Interest by a party does not create any obligation between the potential buyer and the Municipality but it

is a precondition to qualifying as the successful purchaser.

### **Overview (to be finalized)**

XXXXXXXXXX

### **The Subject Properties**

See Attachment 1

The current zoning for the subject properties is commercial, industrial and residential. An explanation for what can be developed on each of the Lands is contained in the Land Use Bylaw 03/21. The Land Use Bylaw can be found on the Town of Lamont website, <https://www.lamont.ca/public/download/files/173502>.

### **Intermunicipal Collaborative Framework**

The Town of Lamont maintains an Intermunicipal Collaborative Framework with Lamont County and development is subject to the Terms and Conditions of this Agreement.

### **Purchase and Sale Agreement**

A draft purchase and sale agreement is included (Attachment 3) to provide some level of specificity to interested parties, on the terms and conditions to be considered. In addition to standard terms and conditions:

- The Municipality will not pay for any realty commissions;
- Geotech is the responsibility of the purchaser;
- The sale is subject to approval from The Town of Lamont Mayor and Council; and
- The properties are being sold on an 'as-is, where-is' basis.

## **5. Information Requested**

The Municipality is interested in receiving Expressions of Interest from parties who wish to purchase and develop the above-described properties. Interested parties are asked to submit the following information to the Municipality no later than XXXXX.

As part of the submission, complete the Real Property bid form (Attachment 4). Respondents must specify the purchase price they are prepared to pay to purchase the Lands. They must also stipulate any proposed conditions that would be attached to such offer to purchase the lands, including with respect to the timing of the purchase and closing of the transaction, and whether the offer to purchase would be conditional upon financing, due diligence or other conditions.

Along with the submission, respondents must include an overall site plan outlining the proposed use of the properties and approach the commercial/residential/industrial

development. Note that the site plan must conform with the existing zoning of the properties unless a Land Use Bylaw amendment is contemplated by the party. If a LUB amendment is contemplated, details explaining the rationale are required.

Submissions will be reviewed and considered based on the responses to the mandatory components and the following required information:

- Real Property Bid Form (Attachment 4);
- Site Plan;
- Ability of the party to complete the transaction;
- Acceptability of any proposed conditions identified in Purchase and Sale Agreement (Attachment 3);
- Past projects; and
- Financial considerations.

The value of the land will be a key factor in reviewing and considering response. Any proposed offer must contain a price that is reflective of today's current market value, to be determined by each prospective purchaser. Receipt of Real Property Bid Form by a respondent does not create any obligation between the respondent and the Municipality but it is a precondition to qualifying as the successful respondent.

Respondents are cautioned that the Municipality may reject any conditions which are not acceptable to the Municipality in its sole discretion, and that the Municipality may favour offers which are free of any conditions that would make the closing of the sale contingent in any way. The Municipality reserves the right to not accept, without explanation, any proposed offer submitted.

### **Development Vision for the Properties**

Information that articulates the submitter's development vision for the properties should include a conceptual site plan, a verbal description and/or other visuals that help describe the proposed development approach for the property. Information outlining the submitter's qualifications that help demonstrate the submitter's ability to complete the transaction and develop the property.

All sealed Expression's of Interest, received via mail or email, will be opened by the Municipality. The Municipality will then review and analyze the Expressions of Interests received and may contact the respondent to augment and discuss the information provided. The Municipality will then determine the appropriate next steps, which may include exclusive negotiation with one respondent or additional discussions with a short list of respondents.

It is the intention of the Municipality to enter into a Purchase and Sale Agreement with one (1) or more legal entities. Upon Councils approval, it is anticipated that the agreement will be executed on or around XXXX.

### **Timeline**

All Expressions of Interest must be received by the Municipality no later than XXXX at XXXX MST. Thereafter, the Municipality will open and review all submissions by XXXX. Negotiation with top parties will take place until XXXX. Mayor and Council Approval will be sought by XXXX, during a public Council meeting. This timeline is an estimate, and the Municipality is under no obligation to stay within it. It is being disclosed to allow parties to understand potential development timelines for the subject properties.

## **6. Submission Instructions**

Respondents are asked to submit their information and signed Respondent Submission Form by XXXX via email to the attention of the following REOI Contact:

REOI Contact: Rick Bastow

Email: [rick.b@lamont.ca](mailto:rick.b@lamont.ca)

Respondents should reference the REOI number and title in the subject line of the email.

Respondents should direct any questions on this REOI process to the same REOI Contact.

Submissions will include a completed and signed Respondent Submission Form (Appendix A) that acknowledges, among other things, that this REOI and any respondent submissions will not create a legal relationship or obligation regarding the procurement of any good or service.

Mandatory submission documents from interested Respondents include:

- Respondent Submission Form (Appendix A);
- Real Property Bid Form (Attachment 4); and
- Site Plan.

Respondent's submissions must also demonstrate the following:

- Ability of the party to complete the transaction;
- Acceptability of any proposed conditions identified in Purchase and Sale Agreement (Attachment 3);
- Accomplished past projects; and



- Financial considerations.

#### **7. Submissions to be Submitted on Time**

Submissions must be received no later than the stated Submission Deadline.

Late submissions are not permitted.

#### **8. Submissions to be Submitted in Prescribed Format**

Respondents must submit their submission in English and via email.

## APPENDIX A – RESPONDENT SUBMISSION FORM

### 1. Respondent Information

Please fill out the following form, naming one person to be the respondent’s contact for the REOI process and for any clarifications or communication that might be necessary.	
Full Legal Name of Respondent:	
Any Other Relevant Name under which Respondent Carries on Business:	
Street Address:	
City, Province/State:	
Postal Code:	
Phone Number:	
Fax Number:	
Company Website (if any):	
Respondent Contact Name and Title:	
Respondent Contact Phone:	
Respondent Contact Fax:	
Respondent Contact Email:	

### 2. Terms of Reference

In responding to this REOI, the respondent acknowledges its acceptance of the following REOI Terms of Reference:

#### a. Request for Expression of Interest Not a Formal Competitive Bidding Process

This REOI is issued for information gathering purposes in order to obtain information and determine interest with regards to the sale of the Lands, and is not intended to be a formal tendering process. This REOI is intended to enable Respondents to make the Municipality aware of their interest in the Lands. Any submissions made in response to this REOI does not give rise to or constitute a legally binding agreement between the Municipality and any Respondent. The Municipality may choose to enter into negotiations with one or more Respondents, or none at all, and makes no guarantee that it will negotiate with, or dispose of the Lands to, any of the Respondents, or at all. The Municipality reserves the right to dispose of the Lands in the future to any Respondent or third party independent of this REOI process and on any terms the Municipality deems to be in its best interest, or to not dispose of the Lands at all, in its sole discretion.

**b. REOI Not to Limit the Municipality's Rights**

This REOI will not limit any of the Municipality's pre-existing rights. Without limiting the generality of the foregoing, the Municipality expressly reserves the right, at its discretion, to:

- i. Seek subsequent information or initiate discussions with any potential Respondent on the sale of the Lands, including potential Respondents or third parties that did not respond to this REOI;
- ii. Initiate direct negotiations for the sale of the Lands with any potential respondent or purchaser, regardless of whether the potential Respondent or purchaser responded to this REOI;
- iii. Contact a limited number of potential Respondents or purchasers, which may include only those that responded to this REOI or may include potential Respondents or purchasers that did not respond to this REOI, for the purpose of a competitive process for the procurement of any good or service;
- iv. Elect to proceed by way of open tender call where all potential Respondents or purchasers, including those that did not respond to this REOI, are eligible to bid on the Lands; and
- v. Elect not to proceed with any sale or disposal of the Lands, or negotiation for the sale or disposal of the Lands, either with any Respondent that responded to this REOI, or to any other party, either now or at any time in the future.

These expressly reserved rights are in addition to any and all other rights of the Municipality that exist at law.

**c. Submissions for General Information Purposes Only**

Any information provided to the Municipality by a Respondent as part of this REOI will solely be used for general information purposes and will not result in any binding agreement between the respondent and the Municipality. In each case the discretion remains with the Municipality as to whether to enter into further negotiations with a respondent, or any other party, with regards to the sale or disposal of the Lands.

**d. Information in REOI Only an Estimate**

The Municipality and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in the REOI or issued by way of addenda. Any quantities shown or data contained in this REOI, or provided by way of

addenda, are estimates provided only as general background information.

**e. Waiver**

By submitting a response to this REOI, the respondent acknowledges and agrees that this is a non-binding process and that the Municipality is not agreeing to negotiate with or to sell the Lands to any Respondent or other party, and the respondent further acknowledges and agrees that no action lies as against the Municipality for refusing to enter into negotiations with any party that responds to this REOI, or for electing not to sell or dispose of the Lands.

**f. Parties to Bear Their Own Costs**

The Municipality will not be liable for any expenses incurred by a respondent, including the expenses associated with the cost of preparing responses to this REOI. The parties will bear their own costs associated with or incurred through this REOI process, including any costs arising out of, or incurred in, (i) the preparation and issuance of this REOI; (ii) the preparation and making of a submission; or (iii) any other activities related to this REOI process.

**g. Accuracy of Responses**

The respondent acknowledges that the information provided is, to the best of its knowledge, complete and accurate.

**h. Clarification**

The Municipality reserves the right to seek clarification from any respondent on a response to this REOI.

**i. Submissions Will Not Be Returned**

Except where set out to the contrary in this REOI or expressly requested in the respondent's submission, the submission and any accompanying documentation provided by a respondent will not be returned and become the property of the Municipality and will be held in confidence, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

**j. Confidential Information of the Municipality**

All information provided by or obtained from the Municipality in any form in connection with this REOI either before or after the issuance of this REOI (i) is the sole property of the Municipality and must be treated as confidential; (ii) is not to be used for any purpose other than replying to this REOI; (iii) must not be disclosed without prior written authorization from the Municipality; and (iv) must be returned by the respondent to the Municipality immediately upon the request of the Municipality.

The respondent may not at any time directly or indirectly communicate with the media in relation to this REOI without first obtaining the written permission of the Municipality.

**k. Disclosure of Information**

The respondent consents to the Municipality’s collection of information as contemplated under the REOI for the uses contemplated under the REOI. Respondents should not include information in their response that is proprietary or confidential. Information provided by a respondent may be released in accordance with governing laws. To the extent that a respondent does include confidential or proprietary information, the respondent should identify any information in its submission or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the Municipality. The confidentiality of such information will be maintained by the Municipality, except where an order by a tribunal or court requires the Municipality to do otherwise. The respondent consents to the disclosure, on a confidential basis, of this submission by the Municipality to advisers retained by the Municipality for the purpose of reviewing this submission.

The respondent acknowledges that the Municipality may make public the name of any and all respondents.

**l. Governing Law**

This REOI process will be governed by and construed in accordance with the laws of the Province of Alberta.

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Respondent Representative

\_\_\_\_\_  
Name of Witness

\_\_\_\_\_  
Name of Respondent Representative

\_\_\_\_\_  
Title of Respondent Representative

\_\_\_\_\_  
Date

## **APPENDIX B – REFERENCE DOCUMENTS**

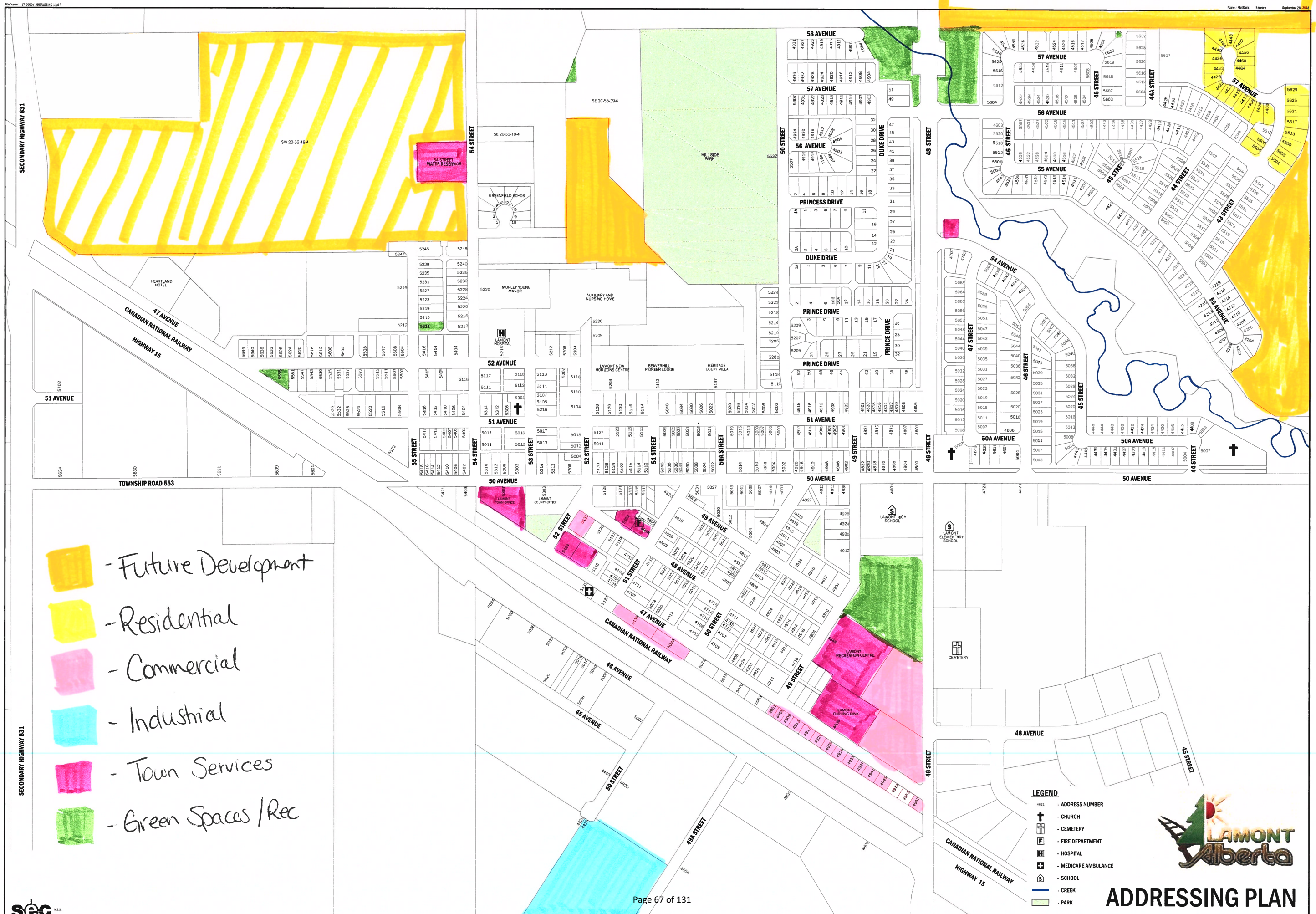
Attachment 1 – Property Listing

Attachment 2 – Town Map









Attachment 3 – Draft Purchase and Sale Agreement

Attachment 4 – Real Property Bid Form

<u>Property Address</u>	<u>Roll #</u>	<u>Legal Description</u>	<u>Zoning</u>	<u>Comments</u>
5139 47 Avenue	200	Lot 3, Block 10, Plan 0620763	Commercial	
5039 47 Avenue	210	Lot 4, Block 10, Plan 0620763	Commercial	Leased to Elk Island OK Tire
4901 47 Avenue	231	Lot 10, Block 10, Plan 0620763	Commercial	
4909 47 Avenue	233	Lot 11, Block 10, Plan 0620763	Commercial	
4913 47 Avenue	234	Lot 12, Block 10, Plan 1027124	Commercial	
4917 47 Avenue	235	Lot 13, Block 10, Plan 1027124	Commercial	
4921 47 Avenue	236	Lot 14, Block 10, Plan 1027124	Commercial	
4925 47 Avenue	237	Lot 15, Block 10, Plan 1027124	Commercial	
4929 47 Avenue	238	Lot 16, Block 10, Plan 1027124	Commercial	
4933 47 Avenue	239	Lot 17, Block 10, Plan 1027124	Commercial	
4937 47 Avenue	240	Lot 18, Block 10, Plan 1027124	Commercial	
4941 47 Avenue	241	Lot 19PUL, Block 10, Plan 1027124	Commercial	
4945 47 Avenue	242	Lot 20, Block 10, Plan 1027124	Commercial	
4949 47 Avenue	243	Lot 21, Block 10, Plan 1027124	Commercial	
4953 47 Avenue	244	Lot 22, Block 10, Plan 1027124	Commercial	
4957 47 Avenue	245	Lot 23, Block 10, Plan 1027124	Commercial	
5016 HWY 15	1500	Sec 17, TWP 55, Rge 19, M 4	Future Development	
	2010	Sec 21, TWP 55, RGE 19, M 4	Future Development	Leased to Michael Starko
	2320	Lot 16PUL, Block K, Plan 1025582	Recreation	
Edna	2800	Sec 21, TWP 55, Rge 19	Future Development	
5307 50 Avenue	19700	Block C, Plan 182BS	Town Services (Admin)	
5120 47 Avenue	37200	Lot 17, Block B, Plan 9825288	Town Services (PW)	
5102 48 Avenue	26300	Lot A, Block A, Plan 952HW	Town Services (Firehall)	
4804 51 Street	26400	Lot B, Block A, Plan 952HW	Town Services (Firehall)	
5131 48 Avenue	36900	Lot 6, Block B, Plan 1708KS	Commercial	
5124 47 Avenue	37000	Lot 9, Block B, Plan 1708KS	Town Services (PW)	
	40602	Lot 1, Block 1, Plan 1522558	Future Development	Leased to Corrie Whitrow
5211 55 Street	45400	Lot 23MR, Block 4, Plan 0223774	Recreation	
	46800	Block M, Plan 4281TR	Recreation	
	47000	Block K, Plan 428aTR	Future Development	
5604 50 Street	47100	Block C, Plan 4281TR	Town Services ( Hillsdie Park)	
	50900	Lot R, Block 8, Plan 6547KS	Green Space	
4703 49 Street	5900/59200	Lot 1-3, Block 5, Plan 6700U	Recreation	
	66100	Lot R12, Block 15, Plan 7621321	Recreation	
5052 46 Street	73000	Lot 21, Block 2, Plan 7723085	Town Services (Campbell Park)	
5555 52 Avenue	80600	Lot 17R, Block 3, Plan 7821637	Recreation	
	81000	Lot 15ER, Block 4, Plan 8020903	Recreation	
	81100	Lot 16MSR, Block 4, Plan 8020903	Recreation	
	81200	Lot 17PUL, Block 4, Plan 8020903	Town Services (Water Station)	
	89900	Lot 1ER, Block 7, Plan 8020903	Recreation	
	93000	Lot 33PUL, Block 7, Plan 8020903	Future Development	
	96300	Lot 2PUL, Block 2, Plan 8021966		
	99400	Lot 3, Block 9, Plan 8122388	Recreation	
4848 49 Street	99500	Lot 4, Block 9, Plan 8122388	Town Services (Rec Centre)	
	99600	Lot 5, Block 9, Plan 8122388	Commercial	
4836 47 Avenue	99700	Lot 56, Block 9, Plan 8122388	Town Services (Curling Rink)	
	99800	Lot 7, Block 9, Plan 8122388	Commercial	
	100900	Lot 5MR, Block 1, Plan 8522336		
5244 55 Street	103000	Lot A, Plan 9423116	Future Development	
	103001	Lot OT, Plan 9423116		
4419 50 Street	103500	Lot L, Plan 9623213	Industrial	
5604 43 Street	109000	Lot 1, Block 12, Plan 082694	Residential	
5608 43 Street	109100	Lot 2, Block 12, Plan 082694	Residential	
4300 57A Avenue	109300	Lot 4, Block 12, Plan 0826294	Residential	
4304 57A Avenue	109400	Lot 5, Block 12, Plan 0826294	Residential	
4308 57A Avenue	109500	Lot 6, Block 12, Plan 0826294	Residential	
4312 57A Avenue	109600	Lot 7, Block 12, Plan 0826294	Residential	
4316 57A Avenue	109700	Lot 8, Block 12, Plan 0826294	Residential	
4320 57A Avenue	109800	Lot 9, Block 12, Plan 0826294	Residential	
4324 57A Avenue	109900	Lot 10, Block 12, Plan 0826294	Residential	
4328 57A Avenue	110000	Lot 11, Block 12, Plan 0826294	Residential	
4332 57A Avenue	110100	Lot 12, Block 12, Plan 0826294	Residential	
4336 57A Avenue	110200	Lot 13, Block 12, Plan 0826294	Residential	
4340 57A Avenue	110300	Lot 14, Block 12, Plan 0826294	Residential	
4344 57A Avenue	110400	Lot 15, Block 12, Plan 0826294	Residential	
4348 57A Avenue	110500	Lot 16, Block 12, Plan 0826294	Residential	
4352 57A Avenue	110600	Lot 17, Block 12, Plan 0826294	Residential	
4356 57A Avenue	110700	Lot 18, Block 12, Plan 0826294	Residential	
4360 57A Avenue	110800	Lot 19, Block 12, Plan 0826294	Residential	
4364 57A Avenue	110900	Lot 20, Block 12, Plan 0826294	Residential	
5601 43 Street	111600	Lot 27, Block 13, Plan 082694	Residential	
5609 43 Street	111800	Lot 25, Block 13, Plan 082694	Residential	
5613 43 Street	111900	Lot 24, Block 13, Plan 082694	Residential	
5617 43 Street	112000	Lot 23, Block 13, Plan 082694	Residential	
5621 43 Street	112100	Lot 22, Block 13, Plan 082694	Residential	
5625 43 Street	112200	Lot 21, Block 13, Plan 082694	Residential	
5629 43 Street	112300	Lot 20, Block 13, Plan 082694	Residential	



-  - Future Development
-  - Residential
-  - Commercial
-  - Industrial
-  - Town Services
-  - Green Spaces / Rec

- LEGEND**
-  - ADDRESS NUMBER
  -  - CHURCH
  -  - CEMETERY
  -  - FIRE DEPARTMENT
  -  - HOSPITAL
  -  - MEDICARE AMBULANCE
  -  - SCHOOL
  -  - CREEK
  -  - PARK



# ADDRESSING PLAN

SEPTEMBER 2018





DRAFT PURCHASE AND SALE AGREEMENT

THIS AGREEMENT dated this \_\_\_\_ day of \_\_\_\_\_, 2022.

**BETWEEN:**

**THE TOWN OF LAMONT**  
(the "Vendor")

-and-

\_\_\_\_\_  
(the "Purchaser")

**SALE & CONSTRUCTION AGREEMENT**

**WHEREAS:**

- A. The Vendor wishes to sell the Lands; and
- B. The Purchaser wishes to purchase the Lands in accordance with the terms and conditions contained herein.

THIS AGREEMENT WITNESSES that in consideration of the mutual covenants and agreements herein contained, the parties hereby covenant and agree as follows:

**DEFINITIONS**

1. In this Agreement, the following words shall be defined as follows:
  - a. "Closing Date" means that date which falls thirty (30) days after the satisfaction or waiver of the Conditions, unless otherwise agreed to in writing by the parties;
  - b. "Conditions" means those conditions precedent contained within **Schedule "A"** attached hereto;
  - c. "condition Date" means those dates specified within **Schedule "A"** for the satisfaction or waiver of the Conditions;
  - d. "Deposit" means the sum of \$\_\_\_\_\_;
  - e. "Development" means the construction of a building consisting of \_\_\_\_\_ square feet to be used for \_\_\_\_\_ purposes, to be constructed in accordance with all applicable building permits, development permits, development agreements, by-laws,

regulations, building and safety codes, and restrictions affecting the Lands and the Development;

- f. "Development Agreement" means the Development Agreement(s) to be executed by the Purchaser and vendor respecting the subdivision and/or development of the Lands, as extended and amended from time to time;
- g. "Goods and Services Tax" means the Goods and Services Tax, payable by the Purchaser to the Vendor pursuant to the *Excise Tax Act* (5% of the Purchase Price), subject to the terms of this Agreement;
- h. "Lands" means, collectively, Lot \_\_\_\_ and Lot \_\_\_\_;
- i. "Lot \_\_\_\_" means the lot legally described within **Schedule "B"** attached hereto;
- j. "Option Agreement" means that agreement set forth in **Schedule "C"** attached hereto;
- k. "Permitted Encumbrances" means those encumbrances described in **Schedule "B"** attached hereto including, without restriction, the caveat respecting the Option Agreement as contemplated within this Agreement; and
- l. "Purchase Price" means the sum of \$\_\_\_\_\_ per acre, not including Goods and Services Tax, subject to adjustments as set out in Section 4 of this Agreement.

#### **PURCHASE AND SALE**

- 2. The Purchaser hereby agrees to purchase the Lands subject only to the Permitted Encumbrances, and free and clear of all tenancies, for the Purchase Price and the vendor hereby agrees to sell the Lands to the Purchaser in accordance with the terms and conditions hereinafter set out.
- 3. The Purchase Price shall be paid, by way of wire, bank draft or certified solicitor's trust cheque as follows:
  - a. The Deposit, to be paid to and held by the Vendor's solicitor in trust within five (5) business days following execution of this Agreement by the parties;
  - b. The balance of the Purchase Price, subject to adjustments as hereinafter described, together with the Goods and Service Tax and any levies and contributions described within **Section 15** of this Agreement which may be due and payable, on the Closing Date.
- 4. All normal adjustments for taxes, rents, security deposits and utilities shall be made as at 12:00 noon on the Closing Date. All amounts which cannot be adjusted on the Closing Date by virtue of the same being unknown shall be adjusted on a post-closing basis once the same becomes known.
- 5. Upon payment of the Purchase Price, and the satisfaction of all other terms, covenants and conditions contained within this Agreement, the Purchaser shall be given possession of the Lands at 12:00 noon on the Closing Date. If the Vendor agrees to accept late payment of the Purchase Price, the Purchaser shall pay interest at the prime rat of the Alberta Treasury

branches plus 4% to the Vendor calculated daily from and including the Closing Date but excluding the day that the Purchase Price is paid in full. Payment received after 12:00 noon on any day will be payment as of the next business day which is deemed to mean a day when both the Land Titles Office and the chartered banks are open for business.

6. The Lands shall be and remain at the risk of the Vendor until the Purchaser has been granted possession of the Lands pursuant to **Section 5** of this Agreement.
7. The Vendor's solicitor shall provide the Purchaser's solicitor with a registrable transfer of land and any other documentation reasonably required to give effect to the terms hereof within a reasonable amount of time, prior to the Closing Date on reasonable trust conditions which will allow the transaction to close in accordance with the terms hereof including, without restriction:
  - a. The registration of mortgage security documentation, if any;
  - b. The requirement to register the Vendor's Caveats respecting the Option Agreement and the Development Agreement.

The Purchaser acknowledges that, given the delay at the Alberta Land Titles Office, it shall be responsible to obtain title insurance and close on that basis. As a result, the Vendor must not provide the Purchaser's solicitor with the said transfer of land and closing documents in sufficient time to obtain registration prior to the Closing Date.

8. In the event that the Vendor fails to perform its obligations hereunder, or that the Conditions are not satisfied or waived on or before the respective Condition Dates, and such Condition Dates are not otherwise extended by agreement between the parties, this Agreement shall immediately cease and determine, and the Deposit shall be returned to the Purchaser without interest. In the event that the Purchaser fails to perform its obligations hereunder, the vendor shall be entitled to retain the Deposit as being automatically forfeited to the Vendor on account of liquidated damages without prejudice to the Vendor's ability to enforce any rights or remedies which the Vendor may have under this Agreement, in law or in equity.
9. The Purchaser acknowledges that the Vendor has not given any representations or warranties regarding the title to or the condition of the Lands and that it shall accept the Lands "as is, where is". Specifically, and without limiting the generality of the foregoing, the Purchaser further covenants and agrees that the Vendor has not provided any representations, warranties, promises or collateral agreements with respect to:
  - a. The presence or absence in, on or upon the Lands of any unregistered utility lines, easements or rights of way, nor any hazardous substances, hydrocarbons, or any other form of environmental contamination whatsoever;

- b. Any approval of or consent to any proposed subdivision, use or development of the Lands;
- c. The suitability of the Lands for the Purchaser's intended use and development, or the Lands' current or future compliance with laws, bylaws, regulations or codes applicable to the Lands;

And in all respects the Purchaser has relied upon its own due diligence investigations respecting the Lands, and its proposed use and development, and further the Purchaser shall be responsible for the installation of all new utility services within the Lands, and all costs related thereto. Without restricting any of the foregoing, the Purchaser covenants and agrees that it shall accept, and be responsible for, any and all latent and patent defects which may affect the Lands (regardless of representations and disclosures by the Vendor, or lack thereof), and waives all present and future claims or causes of action in contract or in tort in relation to all or any of the foregoing.

- 10. Upon the Vendor's prior written approval, acting reasonably, as to the nature, extent and scope of proposed access and testing, the Purchaser and its authorized representatives shall be permitted reasonable access to the Lands for the purpose of making soils, ground-water, environmental, geotechnical or other non-destructive testing, investigations, measurements or surveys in, on or below the Lands which the Purchaser in its sole discretion deems necessary. The Purchaser shall do such testing and investigations at its own expense and at its own risk and, in the event the transaction contemplated by this Agreement does not close, shall return the Lands substantially the state in which it was before the commencement of such action. The Purchaser shall completely indemnify the Vendor against any and all damages or claims arising from the Purchaser's activities on the Lands under this Clause.
- 11. Notwithstanding anything contained within this Agreement, the Purchaser shall promptly apply for and obtain all permits, licenses, and approvals relating to the Lands and the construction of the Development when required by any law, bylaw, regulation or code affecting the Lands and the Development. In this regard, nothing contained within this Agreement shall be interpreted in such a manner so as to constitute a consent to, or approval of, or a representation, warranty or covenant by, the Vendor with respect to any proposed use, subdivision or development of the Lands, nor an obligation on the part of the Vendor to consent to or approve any proposed use, subdivision or development of the part of the Vendor to consent to or approve any proposed use, subdivision or development of the Lands.

#### **CONSOLIDATION OF LANDS**

- 12. The Purchaser acknowledges that as part of the consideration of the vendor's agreement to sell the Lands to the Purchaser, the Purchaser shall, concurrently on Closing, consolidate Lot 1 and Lot 1A.

## CONSTRUCTION OF DEVELOPMENT & OPTION

13. The Purchaser acknowledges that as part of the consideration of the vendor's agreement to sell the Lands to the Purchaser, the Purchaser shall commence the construction of the Development to the point of excavation and completion of the foundation for the Development within twelve (12) months of the Closing Date, and complete the construction of the Development to the point of reaching substantial performance, as that term is defined within the *Builders' Lien Act*, R.S.A. 2000, Chap. B-7, as amended, within twenty four (24) months of the Closing Date, in accordance with all applicable building permits, development permits, bylaws, regulations, building and safety codes, and restrictions affecting the Lands and the Development. The Purchaser further acknowledges, covenants and agrees that if the Purchaser fails to satisfy the requirements prescribed above, the vendor shall have the option to repurchase the Lands for the sum equal to eighty (80%) percent of the Purchase Price, subject to adjustments in accordance with the Option Agreement attached hereto as Schedule "C". Concurrently with this Agreement, the Purchaser shall execute and deliver the Option Agreement to the vendor, and the Vendor shall be entitled to register the Option Agreement against title to the Lands by way of caveat.
  
14. In addition to the Purchaser's agreement set forth in Section 13 above, and in furtherance of that agreement, the Purchaser covenants and agrees that it shall not sell, transfer or lease the Lands to any third party without first commencing and completing the construction of the Development in accordance with all applicable building permits, development permits, development agreements, bylaws, regulations, building and safety codes, and restrictions affecting the Lands and the Development. The Purchaser further acknowledges that the vendor shall also have the option to repurchase the Lands in accordance with the Option Agreement attached hereto as Schedule "C", in the event that the Purchaser sells, transfer or lease, or purports to sell, transfer or lease, the Lands prior to commencement and completion of the Development as required within this Agreement.

## GENERAL

15. The Purchase Price does not include Goods and Services Tax ("GST") which shall be payable by the Purchaser to the vendor on the Closing Date. If the Purchaser is properly registered for the purposes of the Goods and Services Tax pursuant to the *Excise Tax Act* of Canada, and prior to the Closing Date the Purchaser has provided to the Vendor (in a form satisfactory to the vendor) confirmation of a GST registration number, confirmation that the Purchaser is such a registrant, and a covenant by the Purchaser to indemnify the Vendor with respect to any and all costs relating to the GST payable with respect to his transaction, GST shall not be payable on the Closing Date. However, the Purchaser shall be responsible for filing all reports or documentation necessary in order to satisfy the requirements of Section 228(4) of the *Excise Tax Act*, including the remittance of any GST payable by the Purchaser.

16. The Purchase Price does not include off-site levies, redevelopment levies, local improvement levies (other than adjustments as to current year local improvement levy), recreation facility contributions, or other levies or contributions applicable to or payable in respect of the Lands, which levies, and contributions shall be paid by the Purchaser as and when required by the applicable statutory authority or bylaw.
  17. All normal conveyancing and other closing documents shall be prepared by the Vendor at the Vendor's expense. The Purchaser shall be responsible for all of costs relating to the preparation of any new mortgage, and for all land titles registration fees with respect to the registration of the transfer of land and new mortgage, if any.
  18. The Vendor represents and warrants that it is not a non-resident within the meaning of the Income Tax Act of Canada, nor is it an agent or a trust for any person with an interest in the Lands who is a non-resident.
  19. Any notices to be given pursuant to this Agreement shall be in writing and shall be given and deemed to have been received as provided herein at the following addresses:
    - a. To the Vendor at: 5307 50 Avenue  
PO Box 330  
Lamont, AB T0B 2R0  
Fax: 780-8952595
    - b. To the Purchaser at: XXXX  
XXXX  
XXXX
- Or such other fax number or address as either party may designate from time to time by written notice to the other. Any notice shall be faxed, delivered to and left at the address for notice of the party to whom it is to be given during normal business hours on a business day and shall have been deemed to be received on the date of delivery or fax transmission.
20. The provisions of this Agreement shall survive the execution and delivery of any transfer of land and other documents, the registration of any such documents, the taking possession of the Lands by the Purchaser, and the Closing Date to benefit and be binding upon the Vendor and the Purchaser and shall not be merged therein or therewith.
  21. The Purchaser shall not be entitled to assign this Agreement, either in whole or in part, without the prior written consent of the Vendor.
  22. This Agreement shall ensure to the benefit of and be binding upon the heirs, executors, administrators and permitted assigns of the individual parties and the successors and permitted assigns of corporate parties.

23. Notwithstanding anything contained herein, time shall in ever respect be of the essence.
24. This Agreement shall constitute the entire agreement between the parties and the parties acknowledge that there are no other representations, conditions, or warranties with respect to this Agreement other than those which are contained herein. The following schedules shall form a part of this Agreement:
- a. Schedule "A" – the Conditions;
  - b. Schedule "B" – the Lands and Permitted Encumbrances;
  - c. Schedule "C" – the Option Agreement
25. Wherever the singular or masculine is used throughout this Agreement the same shall be construed as meaning the plural or feminine or a body corporate where the context or the parties so requires, and in the case of two or more purchasers, the covenants herein contained on their part shall be deemed to be joint and several.
26. This Agreement shall be governed by the laws of the Province of Alberta, and the courts of the Province of Alberta shall have exclusive jurisdiction over any dispute arising herefrom.
27. This Agreement may be executed by the parties in counterpart and delivered by fax or email, and once executed by each party and conveyed to the other shall constitute one and the same agreement binding upon each of the parties and their successors and assigns.
28. The parties hereby acknowledge and confirm that each was advised by the other to obtain independent legal or other professional advice, and that each has had an opportunity to read, review and understand the nature and effect of the provisions of this Agreement prior by executing this Agreement. Each hereby confirms that it has had the opportunity to seek independent legal or professional advice prior to executing this Agreement and has either:
- a. Obtained such legal or other professional advice; or
  - b. Waived the right to obtain such independent legal or other professional advice

IN WITNESS WHEREOF the Vendor has executed this Agreement under the hands of its duly authorized signing officers and under its corporate seal this \_\_\_\_ day of \_\_\_\_\_, 2022.

**THE TOWN OF LAMONT**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

IN WITNESS WHEREOF the Purchaser has executed this Agreement under its hands and seals, or under the hands of its duly authorized signing officers and under its corporate seal, this \_\_\_\_ day of \_\_\_\_\_, 2022.

**PURCHASER NAME**

Per: \_\_\_\_\_

Per: \_\_\_\_\_



**SCHEDULE "A"**  
**TO THE SALE AGREEMENT**

**CONDITIONS**

**Purchaser's Conditions**

1. The Purchaser covenants and agrees that, as a condition precedent to the completion of the purchase and sale of the Lands by the Purchaser shall:
  - a. \_\_\_\_\_  
on or before \_\_\_\_\_, 2022;
  - b. Be satisfied with its due diligence investigations with respect to the Lands, in its sole discretion, on or before \_\_\_\_\_, 2022.

The foregoing conditions are inserted for the benefit of the Purchaser and may only be waived in writing by the Purchaser. The Purchaser shall be responsible for the performance of all steps necessary to satisfy the above noted Purchaser's conditions and shall take all reasonable steps and act diligently and in good faith toward the satisfaction of the said conditions.

**Vendor's Conditions**

2. The Purchaser and the vendor hereby covenants and agree that, as conditions precedent to the completion of the purchase and sale of the Lands by the vendor, the Vendor shall:
  - a. Satisfy all requirement of all applicable provisions of the *Municipal Government Act*, R.S.A. 2000, c.M-26, respecting the sale of the Lands, including sale of land for less than market value, on or before \_\_\_\_\_, 2022;
  - b. Obtain Council approval to the sale contemplated herein, on or before \_\_\_\_\_, 2022;
  - c. Obtain consent from the Province of Alberta for the conclusion of the master land exchange agreement between the Vendor, the Minister of Infrastructure and the Minister of Transportation, including the agreement to discharge caveat no. XXX XXX XXX, on or before \_\_\_\_\_, 2022;

The foregoing conditions are inserted for the benefit of the Vendor and may only be waived in writing by the Vendor. Th Vendor shall be responsible for the performance of all steps necessary to satisfy the above-noted Vendor's conditions and shall take all reasonable steps and act diligently and in good faith toward the satisfaction of the said conditions.

**Mutual Conditions**

3. The Purchaser and the Vendor hereby covenants and agree that, as conditions precedent to the completion of the purchase and sale of the Lands, the vendor and Purchaser shall:
  - a. The Purchaser applying for and obtaining a Development Permit respecting the Development, on or before \_\_\_\_\_, 2022;
  - b. Negotiate and execute the Development Agreement in a form satisfactory to the Purchaser and Vendor, on or before \_\_\_\_\_, 2022; and
  - c. Full performance and compliance by the Purchaser with all terms of the Development Agreement which are due in order to allow commencement of construction of the Development, on or before \_\_\_\_\_, 2022.

The foregoing conditions are inserted for the mutual benefit of the Vendor and the Purchaser and may only be waived in writing by both the Vendor and the Purchaser.

True Conditions

4. The Purchaser and the Vendor hereby covenants and agree that, as true conditions precedent to the completion of the purchase and sale of the Lands, the Vendor and Purchaser shall:
  - a. Registration of the transfer of land for Plan XXXX, Block XXXX, Lot XX whereby the title is transferred into the name of the Vendor, on or before \_\_\_\_\_, 2022.

The foregoing conditions are true conditions precedent which must be satisfied in writing and cannot be waived.

**SCHEDULE "B"**  
**TO THE SALE AGREEMENT**

**THE LANDS**

**Lot 1**

PLAN XXXX  
BLOCK XX  
LOT XX  
EXCEPTING THEREOUT ALL MINES AND MINERALS  
AREA: XXXX HECTARES (XX ACRES) MORE OR LESS

**Lot 1A**

PLAN XXXX  
BLOCK XX  
LOT XX  
EXCEPTING THEREOUT ALL MINES AND MINERALS  
AREA: XXXX HECTARES (XX ACRES) MORE OR LESS

**Lot 1**

- a. UTILITY RIGHT OF WAY #XXXX  
RE: TOWN OF LAMONT
  
- b. CAVEAT  
RE: OPTION TO PURCHASE  
**(TO BE REGISTERED PURSUANT TO THIS AGREEMENT)**

**Lot 1**

- a. UTILITY RIGHT OF WAY #XXXX  
RE: TOWN OF LAMONT
  
- b. CAVEAT  
RE: OPTION TO PURCHASE  
**(TO BE REGISTERED PURSUANT TO THIS AGREEMENT)**

**SCHEDULE "C"**  
**TO THE SALE AGREEMENT**

**OPTION TO PURCHASE**

**BETWEEN:**

\_\_\_\_\_  
(the "Grantor")

-and-

**TOWN OF LAMONT**  
(the "Grantee")

**WHEREAS:**

- A. Pursuant to a Sale & Construction Agreement dated \_\_\_\_\_, 2022, between the Grantor and the Grantee (the "Sale Agreement"), the Grantor purchased from the Grantee all those lands and premises legally described as follows:

PLAN XXXX  
BLOCK XXXX  
LOTS XX & XX  
EXCEPTING THEREOUT ALL MINES AND MINERALS

(the "Lands")

- B. The Grantee agreed to sell the Lands to the Grantor on the express obligation and condition that the Grantor commence, diligently and continuously pursue, and complete the construction of a XXXX consisting of approximately \_\_\_\_\_ square feet of \_\_\_\_\_, and as may be more particularly described within the Sale Agreement, the Development Permit issued in favour of the Grantor respecting the Lands (the "Development Permit"), as well as any Development Agreement thereafter executed between the Grantor and the Grantee respecting the Lands and the Development (the "Development Agreement"), all of which must be completed to the point of issuance of a Certificate of Substantial Performance under the *Builders' Lien Act*, and in accordance with the terms, covenants and conditions set forth within the Sale Agreement, the Development Permit and, if applicable, the Development Agreement, as well as in accordance with all applicable building permits, development permits, bylaws, regulations, building and safety codes, and restrictions affecting the Lands and the above-noted improvements (the "Development").

- C. The Grantor has agreed to grant the Grantee the option to re-purchase the Lands upon the terms and conditions contained herein.

NOW THEREFORE, in consideration of the Grantee agreeing to sell the Lands to the Grantor, and the payment of the sum of ONE (\$1.00) DOLLAR to the Grantor by the Grantee, the receipt and sufficiency of which is hereby wholly acknowledged, it is hereby agreed that:

- 1. The Grantor hereby grants the Grantee the irrevocable option to purchase the Lands at and for the sum of \$\_\_\_\_\_, less adjustments in favour of the Grantee as provided for herein, subject only to the following permitted encumbrances:
  - a. UTILITY RIGHT OF WAY #XXXXXX  
RE: TOWN OF LAMONT
  - b. CAVEAT  
RE: OPTION TO PURCHASE  
**(TO BE REGISTERED PURSUANT TO THIS AGREEMENT)**

Upon closing, an adjustment shall be made in favour of the Grantee for any and all expenses incurred by the Grantee in the negotiation, preparation, execution and performance of this Agreement and the Sale Agreement, adjustments in favour of the Grantee equal to the principal and interest outstanding under all financial encumbrances which may be accepted by the Grantee, and adjustments in favour of the Grantee for any and all costs incurred by the vendor in restoring the Lands to the condition that existed as of the date of the Sale Agreement (including, without restriction, all legal costs on a solicitor and his own client full indemnity basis, and all costs incurred in discharging non-permitted encumbrances).

- 2. This Option to Purchase may only be exercised by the Grantee:
  - a. If the Grantor fails to commence the construction of the Development to the point of excavation and completion of the foundation on or before 12:00 noon on \_\_\_\_\_, 2022;
  - b. If the Grantor, upon commencing construction of the Development, fails to diligently and continuously proceed with and pursue the construction of the Development including, without restriction, if the Grantor ceases construction of the Development for period of ninety (90) days without consent of the Grantee;
  - c. If the Grantor fails to complete the construction of the Development on or before 12:00 noon on \_\_\_\_\_, 2022; and

- d. If the Grantor sells, leases, or otherwise transfers, or purports to sell, lease or transfer, the Lands, or any portion thereof prior to the completion of the Development in accordance with the terms of the Sale Agreement and the Development Agreement.

In each such case the Grantee shall be entitled to repurchase the Lands pursuant to the exercise of the option granted within this Option to Purchase.

3. The Grantee may exercise this option to purchase by giving notice in writing to the Grantor (or to the then current owner of the Lands) which shall be sent to the address for service of the registered owner of the Lands as listed on the title to the Lands and shall be deemed to have been received by the recipient on the third day following the sending of the said notice by single registered mail.
4. The transaction of purchase and sale shall be completed on the 30<sup>th</sup> day following the date upon which the option is exercised as aforesaid (the "Completion Date"). All normal adjustment shall be made as of the Completion Date. The Grantor shall provide the Grantee with a registrable transfer of land with respect to the Lands not less than ten (10) days prior to the Completion Date upon reasonable trust conditions. At the Grantee's option, and at any time throughout the existence of this Agreement, the Grantor may be required to provide the Grantee with a registrable transfer of land to be held in trust by the Grantee pursuant to the terms of this Agreement and utilized for the purposes of completing the purchase of the Lands in the event that the Grantee exercises its option to purchase and contained herein.
5. In the event that the Lands have been subdivided since the date of the Sale Agreement, the purchase price payable in respect of each lot or unit created out the subdivision of the Lands shall be fractionalized proportionate to the area of the lot or unit, as compared to the total area of the Lands or the Development, as the case may be. In such event, the option to purchase provided for within this Agreement may be exercised individually in respect of each such lot or unit, or in respect of the entire Lands, and in which case the provisions of this Agreement shall not merge unless and until the entire Lands has been purchased by the Grantee or this Agreement is otherwise terminated.
6. The Grantee shall be entitled to register a caveat against the title to the Lands pursuant to this Option to Purchase. In this regard, the Grantor covenants not to take any steps whatsoever to discharge this registration including, without restriction, the service of any notice to take proceedings on such caveat. In order to facilitate the construction of the improvements on the Lands in accordance with the Sale Agreement and this Agreement, the Grantee shall postpone and subordinate its rights under this Agreement to a bona fide mortgage granted by the Grantor (the "Approved Mortgage") in respect of the Lands and provided that such Approved Mortgage:
  - a. Is held by and administered by a person or corporation approved by the Grantee;
  - b. Secures only a loan or loans advanced to pay the cost of construction of the improvements constructed on the Lands including both hard costs and reasonable soft

costs but excluding the cost of acquiring the Lands;

- c. Provides for advances of funds based upon the progress of construction on the Lands on a cost to complete basis;
- d. Is non-recourse as against the Grantee regardless of whether the Grantee exercises its rights hereunder;
- e. Provides for a rate of interest which is a market rate of interest appropriate for a construction loan on a project such as is contemplated by the Sale agreement; and
- f. Is open for prepayment at any time without notice, bonus or penalty.

In addition, at the option of the Grantee, prior to providing a postponement the Grantee may require that the holder of the Approved Mortgage grant a non-disturbance agreement satisfactory to the Grantee.

- 7. Upon the exercise of this Option to Purchase, the grantor shall immediately cause to be discharged all builders' liens or other non-permitted encumbrances which may have been registered on the title to the Lands. The Grantor shall upon demand indemnify and save harmless the Grantee from and against any and all claims, damages, demands, costs (including all legal costs on a solicitor and his own client full indemnity basis), and expenses of any kind whatsoever made or incurred against the Grantee as a result of any builders' liens or other non-permitted encumbrances which may be registered on the title of the Lands, or as a result of the Grantor's failure to perform any of his obligations under this Option to Purchase. Any and all such claims and costs shall, at the sole option of the grantee, be adjusted as a credit to the Grantor upon closing.
- 8. This Agreement may not be assigned by the Grantor, either in whole or in part, without the prior written consent of the Grantee.
- 9. This Agreement shall ensure to the benefit of and be binding against the parties hereto and their respective successors and permitted assigns. Specifically, and without limiting the generality of the foregoing, this option shall bind the Grantor and all future owners of the Lands.
- 10. This Agreement may be executed by the parties in counterpart and delivered by fax or email, and once executed by each party and conveyed to the other shall constitute one and the same agreement binding upon each of the parties and their successors and assigns.
- 11. The parties hereby acknowledge and confirm that each was advised by the other to obtain independent legal or other professional advice, and that each has had an opportunity to read, review and understand the nature and effect of the provisions of this Agreement prior by executing this Agreement. Each hereby confirms that it has had the opportunity to seek

independent legal or professional advice prior to executing this Agreement and has either:

- a. Obtained such legal or other professional advice; or
- b. Waived the right to obtain such independent legal or other professional advice.

IN WITNESS WHEREOF the Grantor and the Grantee have executed this Option to Purchase this \_\_\_\_ day of \_\_\_\_\_, 2022.

**TOWN OF LAMONT**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**PURCHASER NAME**

Per: \_\_\_\_\_

Per: \_\_\_\_\_





**Mailing Address:**

PO Box 330  
Lamont, AB T0B 2R0  
[www.lamont.ca](http://www.lamont.ca)

**Office Location:**

5307 50 Avenue  
Lamont, AB T0B 2R0  
T. 780-895-2010  
F. 780-895-2595

**EXPRESSION OF INTEREST APPLICATION FORM**

**Use this form** if you are interested in purchasing property from the Town of Lamont. The information you provide is not an offer or a contract and does not constitute an interest in land. The purpose of this form is to provide information to the Municipality regarding interest of buyers to purchase properties, prior to negotiation of a formal Sale Agreement. The completion and submission of the form in no way obligated you to purchase the property in question and is not in any way binding upon the Municipality. It is for information purposes only.

**After you submit** this form, we will contact you to confirm whether or not the Municipality is interested in negotiating a formal Sale Agreement with you. The Municipality reserves the right to negotiate only with those parties that the Municipality so determines in its sole discretion.

**Tell us about you** Buyer's Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ City, Province: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

**What property would you like to buy?** Property's Legal Description: \_\_\_\_\_  
\_\_\_\_\_

**What Sale Price are you prepared to pay?** \$ \_\_\_\_\_  
\$ \_\_\_\_\_ GST Payable or GST Registration No.  
\$ \_\_\_\_\_ Total ("Sale Price")

**Buyer's Conditions**

The Buyer may require time to conduct soil tests and environmental studies, obtain a development permit and financing as may be required by the Buyer for the Buyer's proposed development of the Sale Land consistent with the property's existing zoning. The Buyer's Condition should be completed by the **Condition Date** which is: \_\_\_\_\_.

**When would you like to complete the transaction, take possession and have any adjustments made:**  
The **Closing Date:** \_\_\_\_\_.

**Is a Real Estate Brokerage involved?** No  Yes   
Real Estate Brokerage Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Agent Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Is there any additional information you wish to add?  
If you have any questions or comments, please include them below.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.4

**COUNCIL MEETING DATE:**  
February 14, 2023

## ITEM DESCRIPTION OR TITLE

**Town of Lamont- Asset Condition Assessment Update**

## RECOMMENDATION

**THAT** Council accept the Town of Lamont-Facility Asset Condition Assessment Update as information.

## BACKGROUND

Council identified Asset Management as a priority in 2020, to date administration has compiled an inventory of municipal owned linear and non-linear assets to be included in the overall asset management plan, implemented asset management software, and developed the GIS (geographic information system) capturing the Town's linear assets.

The asset inventory currently includes 2,512 data points captured in the GIS system including utility, and transportation infrastructure as linear assets and 485 non-linear assets including, HVAC systems, park amenities, etc.

The asset inventory will be updated to reflect the infrastructure repairs and improvements that have been completed and equipment purchased over the last year. Condition analysis will be ongoing through regular maintenance practices and agreements, combined with 3<sup>rd</sup> party inspections and audits where necessary. This information will replace age-based data as it is received. This will provide a better understanding of priority investments required and understanding of asset lifecycle costs.

## COMMUNICATIONS

N/A

## IMPLICATIONS OF DECISION

Develop a plan supporting a sustainable approach to municipal infrastructure.

## FINANCIAL IMPLICATIONS

N/A

## POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023-2027- Goal- Continue to follow best practices in asset management.



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

**ATTACHMENTS**

Example – GIS System

Report Prepared By: Tyler Edworthy Director Operations and Infrastructure.

Approved by CAO:

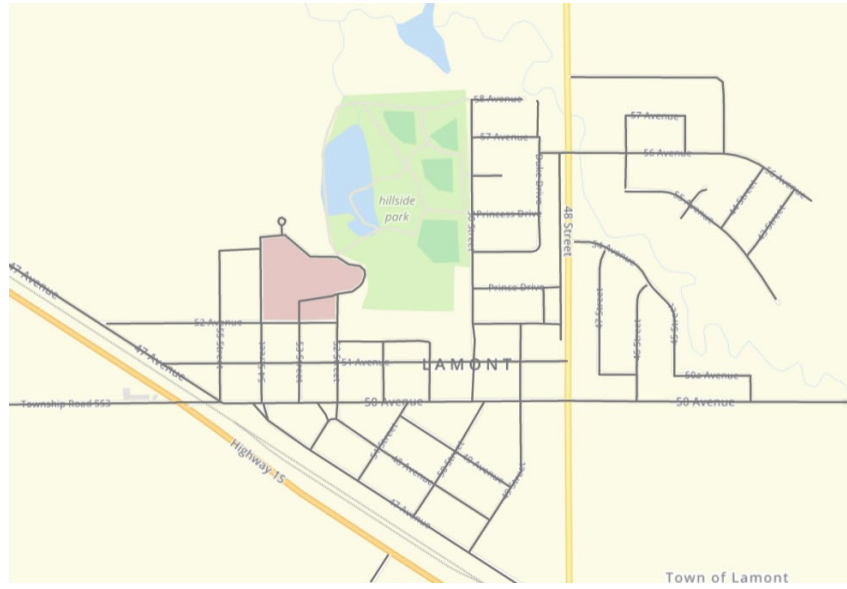
A handwritten signature in black ink, appearing to be "TE", is written over the text "Approved by CAO:".

# GIS System Base Map

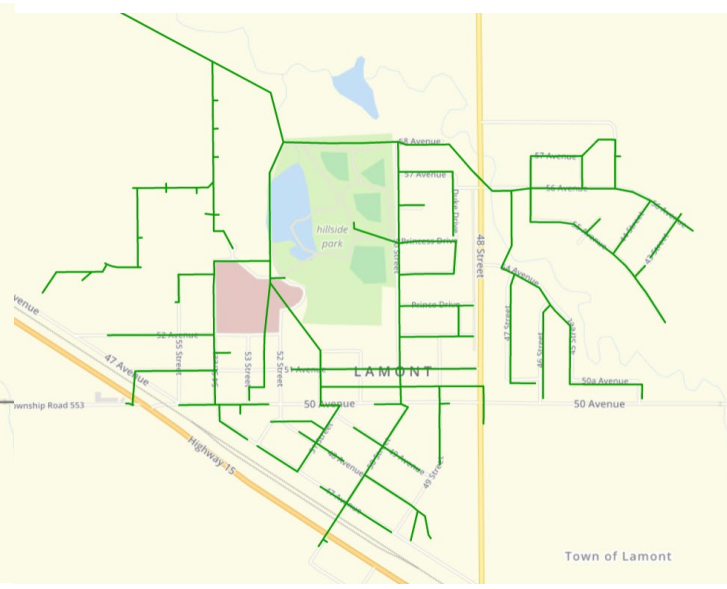
The screenshot displays a GIS web application interface for the Town of Lamont. The main map area shows a street grid with labels for roads such as 47 Avenue, 50 Avenue, 51 Avenue, 52 Avenue, 53 Avenue, 54 Avenue, 55 Avenue, 56 Avenue, 57 Avenue, and 58 Avenue. A green area labeled 'hillside park' is visible in the center. The map is overlaid with various infrastructure layers, including roads, sewers, and stormwater systems. The 'Layers' panel on the right side of the interface lists the following layers and their counts:

Layer Name	Count
None	
OpenStreetMaps	
Lift Stations	2
Ditches	5
Force Mains	2
Reservoirs	2
Roads	113
Sewer Gravity Mains	288
Sewer Manholes	212
Storm Gravity Mains	153
Culverts	9
Catch Basins	108
Inlet Outlets	16
Water Plugs	44
Water Reducers	27
Water Valves	182
Storm Manholes	67
Hydrants	75
Address	952
Watermains	255

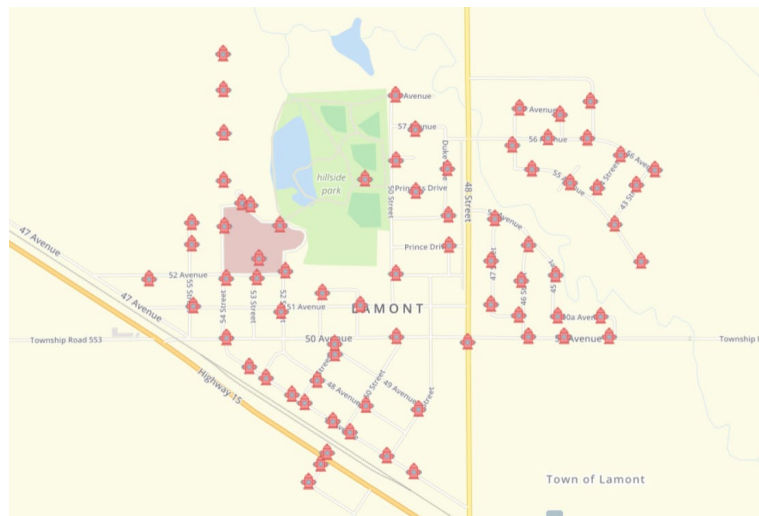
Road Network Filter



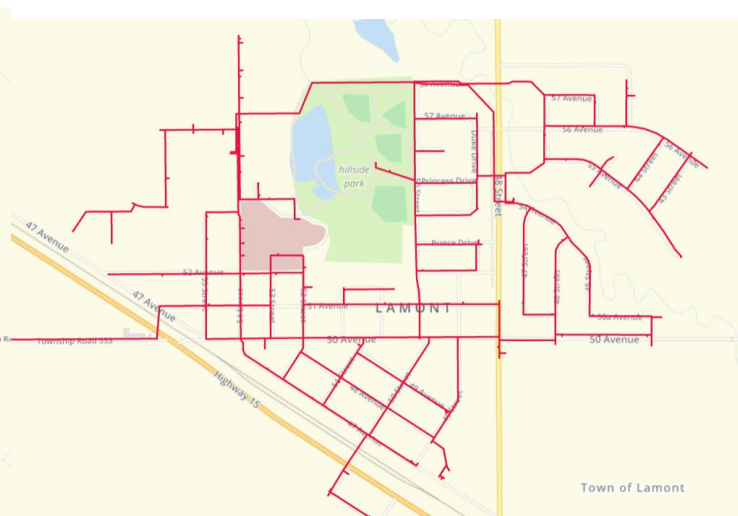
Sanitary Network Filter



Hydrant Locations Filter



Water mainlines Filter



# Inventory Snapshot

psdcitywide Home > AM > Inventory (2020)- Active Inventory and WIP 1 | Default | Town of Lamont tedworthy

Category: All Categories Segment: All Segments

Search: No Filters Showing 1,792 records

Asset ID	Class	Category	Segment	Department	Function	Profile	Profile Group	Name	In-Service Date	
3070	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	47 AVENUE	1900-01-01	\$0.0
3071	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	50 STREET	1900-01-01	\$0.0
3072	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	44 STREET	1900-01-01	\$0.0
3073	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	TOWNSHIP ROAD 552	1900-01-01	\$0.0
3074	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	TOWNSHIP ROAD 552	1900-01-01	\$0.0
3075	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	RANGE ROAD 193	1900-01-01	\$0.0
3076	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	RANGE ROAD 193	1900-01-01	\$0.0
3077	Infrastructure	Road Network	Surface	No Department	No Function	Default Profile	Default Group	48 STREET	1900-01-01	\$0.0
3078	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	Chev 1/2 Ton 2 wheel Dri...	2018-01-01	\$32.
3079	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	Chev 1 ton flat deck 2 wd	1998-01-01	\$8.0
3080	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	Chev 1/2 ton 4wd	2015-01-01	\$30.
3081	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	GMC 1/2 ton 2wd	2006-01-01	\$0.0
3082	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	Ford Rg. Cb. Hvy.	2007-01-01	\$0.0
3083	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	International Tndm.	2009-01-01	\$0.0
3084	General Capital	Vehicles	Operations	Operations	No Function	Default Profile	Default Group	GMC 1/2 ton 2wd	2013-01-01	\$25.
3085	Infrastructure	Sanitary Sewer Network	Forcemains	No Department	No Function	Default Profile	Default Group	Forcemain	1900-01-01	\$0.0
3086	Infrastructure	Sanitary Sewer Network	Forcemains	No Department	No Function	Default Profile	Default Group	Forcemain	1900-01-01	\$0.0
3087	Infrastructure	Sanitary Sewer Network	Gravity Mains	No Department	No Function	Default Profile	Default Group	Gravity Main	1900-01-01	\$0.0
3088	Infrastructure	Sanitary Sewer Network	Gravity Mains	No Department	No Function	Default Profile	Default Group	Gravity Main	1900-01-01	\$0.0
3089	Infrastructure	Sanitary Sewer Network	Gravity Mains	No Department	No Function	Default Profile	Default Group	Gravity Main	1900-01-01	\$0.0



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

**AGENDA ITEM:** 4.5

**COUNCIL MEETING DATE:**  
February 14, 2023

**ITEM DESCRIPTION OR TITLE**

**Town of Lamont- Grant Application Update**

**RECOMMENDATION**

**THAT** Council accept the Town of Lamont-Grant Application Update as Information.

**THAT** Council approve up to \$25,000 to apply for the Green House Gas Reduction Pathway Feasibility Study identified in the operational budget.

**BACKGROUND**

With the limited and uncertain funding from the provincial government administration has been actively searching and applying for available grant funding to offset current and future costs to limit the impacts to the community.

The following grants are currently under review or have been applied for:

Applied	MSI	Annual Funding
Applied	Canada Summer Job (CSJ)	Summer Staff
Applied	Alberta Municipal Water/Wastewater Partnership (AMWWP)	Sani Trunk Line
Open	Electric Vehicles for Municipalities Program	Electric Vehicles
Applied	Strategic Transportation Infrastructure Program (STIP)	Bridge Repair
Applied	Strategic Transportation Infrastructure Program (STIP)	Campbell Phase 2
Open	Disaster Mitigation and Adaptation Fund (DMAF)	Storm drainage
Applied	Enabling Accessibility Fund	Playground
Applied	Community Naturalization and Tree Planting Grant	Tree Program
Applied	CPRA Youth Employment Experience	Staffing
Open	The Community Facility Enhancement Program (CFEP) Small Stream	Facility Upgrades
Open	The Community Facility Enhancement Program (CFEP) Large Stream	Facility Upgrades
EOI	Climate Resilience Capacity Building Program	Climate Resiliency study
Open	Green and Inclusive Community Buildings	GHG Reduction Facility Retrofit
Open	Green Municipal Fund	Sustainable Practices
Open	GHG Reduction Pathway feasibility Study	GHG Facility Audit

Administration is actively seeking grant funding from all available sources. As of today, administration has studied 42 sources of funding and submitted seven (7) applications for 2023 as highlighted in green above.



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

Furthermore, an expression of interest has been submitted to the Climate Resilience Capacity Building Program that covers 100% to develop a study that will identify risk and potential community impacts as it relates to climate change. This study if approved for funding will provide information required to apply for the Disaster mitigation and adaptation fund. This (DMAF) is a project-based grant to support infrastructure projects designed to mitigate current and future climate related risks and disasters. This grant has a minimum federal investment of \$1,000,000 for eligible costs.

The Electric Vehicles for Municipalities program cover up 30% of the electric vehicle administration is currently investigating the potential of this program.

The Community Enhancement Program small and large stream is not open to municipalities, administration is currently seeking potential not for profit partners for these program that require 50% matching funds that can be used for facility or park enhancements.

Administration is currently investigating the Green Municipal Fund that provides access to funding or resources to implement sustainable practices that build resiliency.

The Green and Inclusive Community Buildings program provides funding in two streams small to medium size projects ranging from \$100,000 to \$3,000,000 to retrofit existing community buildings and large projects ranging from \$3,000,000 to \$25,000,000 for retrofit or construct new community buildings with energy efficient products that reduce green house gas emissions. This program requires an energy audit of current facilities to identify the potential GHG reduction and return of investment.

The Green House Gas Reduction Pathway Feasibility Study provides up to 80% funding for the study that would identify the potential GHG reduction and return on investment for facility retrofit projects. Administration is asking that Council approve funding for the GHG Reduction Pathway Feasibility Study that will provide the required information to apply for programs like the Green and Inclusive Community Buildings Program. The information gathered in this study will also provide condition analysis for our municipal facilities including the arena, hall, curling rink, and operations shop.

Preliminary costs of this study are approximately \$120,000, that would require payment in full, 80% of the funding will be provided by the grant in return. The study would not proceed without confirmation of grant approval. Administration has currently identified 3 potential service providers.

<b>COMMUNICATIONS</b>
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N/A





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

**IMPLICATIONS OF DECISION**

Increased investment in municipal infrastructure.

**FINANCIAL IMPLICATIONS**

\$120,000 for the GHG Reduction Pathway Feasibility Study with return of \$95,000 through the grant. Reduce required investment for infrastructure through grant funding.

**POLICY AND/OR LEGISLATIVE REFERENCES**

Strategic Plan 2023-2027- Strategic Priorities- Community Connection & Vibrancy- Environmental Leadership- Fiscal Responsibility- Infrastructure- Organizational Excellence.

**ATTACHMENTS**

N/A

Report Prepared By: Tyler Edworthy Director Operations and Infrastructure.

Approved by CAO:



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

**AGENDA ITEM:** 4.6

**COUNCIL MEETING DATE:**  
**Feb 14, 2023**

**ITEM DESCRIPTION OR TITLE**  
**2022 Year End Reserve Level Update**

**RECOMMENDATION**

**THAT** Council receive the 2022 Year End Reserve Level Update as information.

**THAT** Council approve administration implementing an increase of \$10,198 to Park Operating Reserves.

**THAT** Council approve the administration implementing an increase of \$32,342 to Water Operating Reserves.

**BACKGROUND**

Part I – Reserve Transfers Updates:

At the beginning of 2022, the Town has Operating Reserve of \$2,505,227 and Capital Reserve of \$51,669. The details of the 2022 operating reserve balance are presented below.

<u>GL Account Number</u>	<u>GL Account Code Name</u>	<u>Balance</u>
1-4-0000-710	General	\$ 322,129
1-4-1200-710	Administration	\$ 461,127
1-4-2300-710	Fire	\$ 7,986
1-4-3100-710	P.W.	\$ 62,073
1-4-3200-710	Street and Road	\$ -
1-4-3700-710	Storm Sewer	\$ 15,000
1-4-4100-710	Water	\$ 14,000
1-4-4200-710	Sewer	\$ 77,500
1-4-6600-710	Planning and Subdivision	\$ 1,420,939
1-4-7200-710	Recreation General	\$ 52,500
1-4-7202-710	Hall	\$ 10,000
1-4-7206-710	Arena	\$ 34,358
1-4-7208-710	Park	\$ 17,615
1-4-7210-710	Curling Rink	\$ 10,000
<b>Total</b>		<b>\$2,505,227</b>



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

During the 2022 operation period, the Council approved the following reserve transfers:

- ✚ Motion 54/22 – an increase of \$1,000,000 to Street and Road Reserve.
- ✚ Motion 353/22 – authorized administration to use the reserve to pay for Sanitary Truck Line Project. The amount paid in 2022 was \$632,149.
- ✚ Motion 166/22 – authorized administration to spend \$60,000 from reserve for 51 Ave Alley Sewer Line Replacement.
- ✚ Motion 167/22 – authorized administration to spend \$61,000 from reserve for 47st. extension.
- ✚ As per approved 2022 Capital Budget, Council authorized administration to spend \$750,000 from reserve for the 2022 Capital Projects.

## Part II – Reserve for Park Committee

During the years of 2017 and 2018, the Park Committee had raised \$10,198 (after all the expenses). The administration would recommend adding the \$10,198 to Park Operating Reserve. The current balance of the Park Operating Reserve is \$17,615. If Council approved the transfer, the updated balance at the Park Operating Reserve will be \$27,813.

## Part III – Water Capital Investment

Bylaw 06\_21 Fees and Charges implemented a flat rate of \$7.40/Bi-monthly charge on utility bills for future capital investment. As a result, the Town collected/will receive \$32,342 in 2022. The administration recommends transferring the \$32,342 to Water Reserve for the use of future capital projects.

### COMMUNICATIONS

N/A

### IMPLICATIONS OF DECISION

If approved, the increased reserve level will provide stronger financial support to future capital projects.



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

**FINANCIAL IMPLICATIONS**

If the Council approve the Park Committee and Capital Investment transfer, the updated 2022 Reserve Balance will be \$2,096,288.

	<u>Bal as of Jan 1, 2022</u>	<u>2022 contribution from Surplus (Motion:54/22)</u>	<u>Sanitary Truck Line (MOTION: 353/22)</u>	<u>M#166/22 51 Ave alley Sewer line replacement (Operation)</u>	<u>M#167/22 47 St. extension</u>	<u>As per 2022 Capital Budget</u>	<u>Park Committee Fundraising</u>	<u>Water Capital Investment</u>	<u>Adjusted Balance</u>
Operating Reserve	\$ 2,505,227	1,000,000	-632,149	-60,000	-61,000	-750,000	10,198	32,342	<b>2,044,619</b>
Capital Reserve	\$ 51,669								<b>\$ 51,669</b>
<b>Total</b>	<b>\$ 2,556,896</b>	<b>\$ 1,000,000</b>	<b>\$ (632,149)</b>	<b>\$ (60,000)</b>	<b>\$ (61,000)</b>	<b>\$ (750,000)</b>	<b>\$ 10,198</b>	<b>\$ 32,342</b>	<b>\$ 2,096,288</b>



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

Details of the anticipated reserve balance at the end of 2022.

<u>GL Account Number</u>	<u>GL Account Code Name</u>	<u>Balance</u>
1-4-0000-710	General	\$ 322,129
1-4-1200-710	Administration	\$ 461,127
1-4-2300-710	Fire	\$ 7,986
1-4-3100-710	P.W.	\$ 62,073
1-4-3200-710	Street and Road	\$ 189,000
1-4-3700-710	Storm Sewer	\$ 15,000
1-4-4100-710	Water	\$ 14,000
1-4-4200-710	Sewer	\$ 17,500
1-4-6600-710	Planning and Subdivision	\$ 788,790
1-4-7200-710	Recreation General	\$ 52,500
1-4-7202-710	Hall	\$ 10,000
1-4-7206-710	Arena	\$ 34,358
1-4-7208-710	Park	\$ 17,615
1-4-7210-710	Curling Rink	\$ 10,000
<b>Total</b>		<b>\$ 2,002,078</b>
Park Committee Transfer		\$ 10,198
Water Capital Investment		\$ 32,342
<b>Grant Total</b>		<b>\$ 2,044,619</b>


**POLICY AND/OR LEGISLATIVE REFERENCES**

Policy #11-23 Reserve Policy

**ATTACHMENTS**

N/A

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO: 



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.7

COUNCIL MEETING DATE:  
February 14, 2023

ITEM DESCRIPTION OR TITLE  
Bylaw 03/23, Procedural Bylaw

### RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 03/23, Procedural Bylaw.
2. **THAT** Council give second reading to Bylaw 03/23, Procedural Bylaw.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 03/23, Procedural Bylaw.
4. **THAT** Council give third reading to Bylaw 03/23, Procedural Bylaw.

### BACKGROUND

To ensure Council and Administration are meeting the needs of the residents of the Town of Lamont with progressive, transparent and effective governance practices, a review of Bylaw 02/23, Procedural Bylaw has been completed. Additions/edits are highlighted in red.

### COMMUNICATIONS

If approved, the Procedural Bylaw will be posted on the website.

### IMPLICATIONS OF DECISION

If Bylaw 03/23 is enacted, Bylaw 12/13 is repealed.

### FINANCIAL IMPLICATIONS

N/A

### POLICY AND/OR LEGISLATIVE REFERENCES

Municipal Government Act (MGA)

### ATTACHMENTS

Bylaw 03/23, Procedural Bylaw

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA,  
TO REGULATE MEETING PROCEDURES**

**WHEREAS** pursuant to the provisions contained in the *Municipal Government Act* (Alberta), it is deemed desirable to establish rules and provisions to regulate the conduct of business in meetings of the Council and Committees of Council to control and maintain order in meetings for the enactment of Town legislation and to provide for dealing with correspondence and other submissions to the Council and Committees thereof.

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

**1. BYLAW TITLE**

1.1 This Bylaw is known as “Meeting Procedure Bylaw”.

**2. DEFINITIONS**

2.1 For the purposes of this Bylaw:

- a. “Act” means the *Municipal Government Act* RSA 2000, c.M-26.
- b. “Agenda” is the list of items and orders of business for any meeting; (“see appendix A”)
- c. “Bylaw” is a bylaw of the Town;
- d. “Chair” is the person presiding at meetings;
- e. “CAO” is the Chief Administrative Officer appointed by Council pursuant to the *Municipal Government Act*;
- f. “Committees” are committees of Council such as Corporate Services; Public Works; Catering Club and short term ad hoc committees like Park Planning. Committee mandates and chairs are identified as part of the Organizational Meeting.
- g. “Council” are Councillors of the Town of Lamont being elected pursuant to the *Local Authorities Election Act*;
- h. “Deputy Mayor” is the member who is appointed pursuant to the *Municipal Government Act* to act as Mayor in the absence or incapacity of the Mayor;
- i. “Delegation” is any person or person(s) who wish to bring a matter before Council.
- j. “Mayor” is the chief elected official of the Town as defined in the *Municipal Government Act*;
- k. “Member” is a member of Council, or Committee thereof;

**TOWN OF LAMONT  
BYLAW 03/23**

- l. "Public Hearing" is a pre-advertised hearing that Council is required to hold under the Municipal Government Act or other enactments or any other matter at the direction of Council and may be separate from the regular meeting of Council;
- m. "Quorum" is:
  - i. for Council a majority of those members elected to Council; and
  - ii. for Council committee's a majority of persons appointed to that committee.
- n. "Recorded Vote" is a vote which, upon the request of any member prior to the vote on a motion, includes in the minutes of the meeting a record of the names of the members voting "in favour" of, and the members voting "opposed" to, a motion.
- o. "Special Meeting" is a meeting called by the Mayor except for those regularly scheduled meetings as established as part of our organizational meeting.
- p. "Table" is a motion to delay consideration of any matter to another time;
- q. "Town" is Town of Lamont;
- r. "Unfinished Business" is a matter which was on the agenda at the same or previous meeting which was not completed.

**3. APPLICATION**

- 3.1 This bylaw shall govern all proceedings of Council and Committee thereof.
- 3.2 When any matter relating to the meeting proceedings is not addressed in this bylaw, reference shall be made to Robert's Rules of Order Newly Revised 11th Edition which rule(s) shall apply.
- 3.3 Any provisions of this bylaw may only be repealed, amended or varied and additions may be made **in the same manner as the original bylaw, including 3 readings and any advertisement or public hearing requirements when applicable.**
- 3.4 Notwithstanding the above, and in the absence of any statutory obligation, any provision of this bylaw may be waived by resolution of Council, provided two thirds of all members of Council vote in favor thereof, to deal with a matter under consideration.
- 3.5 In the absence or inability of the Mayor and Deputy Mayor to act, Council shall appoint, by majority vote any other member of Council as Acting Mayor.



**TOWN OF LAMONT  
BYLAW 03/23**

**4. QUORUM**

- 4.1 Council for Town of Lamont consists of a Mayor and 6 Councillors, all residents of the Town, duly elected by the procedures defined in the *Local Authorities Elections Act* & MGA.
- 4.2 As soon as there is a quorum of members after the hour fixed for the meeting, the Chair will call the meeting to order.
- 4.3 Unless the quorum is present within thirty (30) minutes after the time appointed for the meeting, the meeting shall stand adjourned until the next regular meeting date or until a special meeting is called to deal with the matters intended to be dealt with at the adjourned meeting. The CAO shall record the names of the members present at the expiration of the thirty (30) minute time limit and such record shall be appended to the minutes of the future meeting explaining why the original meeting did not occur as scheduled.
- 4.4 If at any time during the meeting a loss of quorum occurs then the Chair must:
  - i. Call a temporary “recess” until quorum can be regained; or
  - ii. Adjourn the meeting until the next regular date or until a special meeting is called.

**5. REGULAR COUNCIL MEETINGS**

- 5.1 The regular meetings of Council shall be established by resolution, at the annual organizational meeting.
- 5.2 The agenda shall be prepared by the CAO.
- 5.3 The agenda preparation, reviews, distribution and meeting follow-up, including preparation of meeting minutes, will be coordinated through the office of the CAO.
- 5.4 Each item added to the agenda shall have supporting documentation/reference material enclosed in the council agenda package, the enclosures shall be numbered and the enclosures shall be referenced on the agenda. All requests that require a decision by council require the completion of a “Request for Decision” form. This form is attached to this Bylaw under Appendix B.
- 5.5 Once the initial agenda is set by the CAO and the supporting documentation has been compiled this information shall be posted on the Town of Lamont website unless it is an item which are subject to protection from public disclosure under the Freedom of Information and Protection of Privacy (FOIP) Act, Part 1, Division 2 outlined in section 5.9

**TOWN OF LAMONT  
BYLAW 03/23**

- 5.6 Items initiated by a member will be submitted to the office of the CAO.
- 5.7 Items initiated by administration will be submitted to the office of the CAO.
- 5.8 Councillors may submit their written reports to the Recording Secretary during the Council Meeting. No motions may come out of a councillors report.
- 5.9 Delegations are permitted at a Council Meeting.
- 5.10 Delegations must submit topic and material to the office of the CAO by 12:00 noon of the Thursday prior to the Town Council meeting.
- 5.11 A motion of council must be made allowing the delegation to make a presentation at a Council meeting.
- 5.12 If a motion is not made or is lost then the delegation is unable to present.
- 5.13 Council must vote to adopt the agenda prior to transacting other business and may:
  - i. add new items to the agenda by majority vote;
  - ii. delete any matter from the agenda by majority vote.
- 5.14 The minutes of each meeting must be circulated to each member of Council prior to the meeting at which they are to be adopted. Debate on the minutes of a previous meeting is limited to ensuring that the minutes are accurate. If there are errors or omissions, Council must:
  - i. pass a resolution to amend the minutes;
  - ii. if more than one or two words need to be revised then a written update must be submitted at the meeting to the recording secretary;
  - iii. adopt the minutes as amended;
  - iv. if there are no errors or omissions Council must adopt the minutes as circulated.
- 5.15 Council may meet **Closed Session** to discuss items which are subject to protection from public disclosure under the *Freedom of Information and Protection of Privacy Act*, Part 1, Division 2, Council may discuss in private information which meets the following criteria as described and defined in the FOIP act:

**TOWN OF LAMONT  
BYLAW 03/23**

- i. information which if disclosed may be harmful to:
  - business interests of a third party
  - personal privacy
  - individual or public safety
  - law enforcement
  - intergovernmental relations
  - economic or other interests of a public body
  - confidential evaluations
  - advice from officials of the Town
  - legally privileged information.

**6. SPECIAL MEETINGS**

- 6.1 The Mayor always calls special meetings.
- 6.2 Requests for special meetings from a majority of Councillors must be in writing and received by the Mayor and the Mayor must call the meeting in response to such a request pursuant to the Municipal Government Act;
- 6.3 Notification to the Public must be by Website and posting on the Town Office Building Front Door.
- 6.4 All agenda items must be listed on the notice for a Special Meeting.
- 6.5 A notice for special meeting must be posted for the public as per the MGA.

**7. ORGANIZATIONAL MEETING**

- 7.1 An organizational meeting of Council shall be held annually, pursuant to the Municipal Government Act. To meet the criteria defined within the MGA this meeting would be held during the second regularly scheduled meeting of Council in October or the first regularly scheduled meeting following a general election.

**8. CHAIR**

- 8.1 The Chair shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal by any member from any ruling of the Chair.

**9. MEMBER DEBATING**

- 9.1 A member wishing to speak on a matter during the meeting should indicate his intentions by raising his hand and being recognized by the Chair and

**TOWN OF LAMONT  
BYLAW 03/23**

should not speak more than once until every member has had the opportunity to speak except:

- i. in the explanation of a material part of their speech which may have been misunderstood; or
- ii. in reply, to close debate, after everyone else wishing to speak has spoken, provided that the member presented the motion to the meeting.

9.2 Supplementary questions or a series of questions relating to the matter during the meeting may be raised by the member.

9.3 Through the Chair a member may ask:

- i. for an explanation of any part of the previous speaker's remarks; and
- ii. questions to obtain information relating to the minutes presented to the meeting, or to any clause contained therein, at the commencement of the debate on the minute or clause.

9.4 All questions or debate must be directed through the Chair.

## **10. PROHIBITIONS**

10.1 A member shall not:

- i. use offensive words or unparliamentarily language in the meeting;
- ii. disobey the rules of the meeting or the decision of the Chair;
- iii. leave his seat or make any noise or disturbances while a vote is being taken and the result is declared;
- iv. enter the meeting room and take his seat while a vote is being taken;
- v. interrupt a member while speaking.
- vi. pass between a member who is speaking and the Chair.

10.2 A member who persists in breach of the foregoing section **may be placed in the position of censure by Council.**

10.3 At the discretion of the Chair, a member may resume his seat following an apology from the member.

10.4 A member who wishes to leave the meeting prior to adjournment shall so advise the Chair and the time of departure shall be noted in the minutes.

**TOWN OF LAMONT  
BYLAW 03/23**

**11. APPEAL RULING**

- 11.1 The decision of the chair shall be final subject to an immediate appeal by a member of the meeting.
- 11.2 If the decision is appealed, the Chair shall give concise reasons for his ruling and the members, after debate, shall decide the question “That the ruling of the chair be upheld.”
- 11.3 A majority vote of those opposed to the motion is required to overturn the ruling of the chair.

**12. MOTIONS**

- 12.1 When a motion is before a meeting and the mover wishes to withdraw or modify it, or substitute a different one in its place, and if no member objects, the Chair may grant permission. However, if any objection is made, it is necessary to leave the motion as presented; withdraw the motion or amend the motion. Once a motion is withdrawn, the effect is the same as if it had never been made.
- 12.2 Any member may require the motion under discussion to be read at any time during the debate, except when a member is speaking.
- 12.3 The mover of a motion must be present when the vote on the motion is taken.
- 12.4 A motion relating to a matter not within the jurisdiction of the Council shall not be in order.
- 12.5 Amendment:
  - i. only one amendment at a time shall be presented to the main motion. When the amendment(s) has been disposed of, another may be introduced. Only one amendment to an amendment will be entertained against the main motion. All amendments must relate to the matter being discussed in the main motion and shall not so substantially alter the motion so as to change the basic intent or meaning of the main motion. The Chair shall rule on disputes arising from amendments.
  - ii. the amendment shall be voted upon. If any amendment is carried, the main motion shall continue to be debated or be put to the vote, unless a further amendment is proposed.

**TOWN OF LAMONT  
BYLAW 03/23**

- iii. nothing in this section shall prevent other proposed amendments being read for the information of the members.

12.6 When the motion under consideration contains distinct propositions, the vote upon each proposition shall, at the request of any member, be taken separately.

12.7 Reconsideration:

- i. after a motion has been voted upon, and before moving to the next item on the agenda, any member who voted with the prevailing side may move for reconsideration, and shall state reason therefore;
- ii. Reconsideration shall then be open to debate, voted upon and shall require the votes of a majority of the members present to pass;
- iii. If a motion of reconsideration is moved at a subsequent meeting, it shall be preceded by a Notice of Motion and shall require a majority vote for the members present to carry;
- iv. If a motion to reconsider is decided in the affirmative, such reconsideration shall become the next order of business, unless the motion calls for a future definite date. Debate on the matter to be reconsidered shall proceed as though it had not previously been voted on;
- v. Debate on a motion for reconsideration must be confined to reasons for or against reconsideration;
- vi. A Notice for Reconsideration of any decided matter shall not operate to stop or delay action on the decided matter unless the Council, by a majority vote of the members present, shall so direct;
- vii. The results of a voted on motion that has been approved for reconsideration supersedes the results of the previous voted on motion

12.8 Rescinding Motions:

- i. A motion to rescind a previous motion may be accepted by the Chair. If passed by a majority vote of the members present, the previous motion referred to would be declared null and void.

**13. NOTICE OF MOTION**

13.1 A Notice of Motion may be received by the CAO prior to the closing of the meeting. In this event, the member shall read the Notice of Motion which

**TOWN OF LAMONT  
BYLAW 03/23**

shall be recorded in the minutes and shall form part of the agenda for the subsequent meeting.

- 13.2 A member may present a Notice of Motion for consideration at the next meeting. This then becomes a Notice of Motion at the next regularly scheduled meeting.
- 13.3 A member, who hands a written Notice of Motion to the CAO to be read at any regular meeting, need not necessarily be present during the reading of the Notice.
- 13.4 A motion, on notice, if not moved on the day and at the meeting for which notice has been given, cannot be moved at any subsequent meeting without notice being given again in accordance with this section.

**14. MOTION WITHOUT NOTICE**

- 14.1 A motion may be presented without the notice required in Section 14 if a motion to dispense with such notice is first passed by a majority vote.

**15. VOTING-QUESTION**

- 15.1 When a motion that a vote be taken (i.e. calling for the question) is presented, it shall be put to a vote without debate and if carried by a majority vote of the members present, the motion shall be submitted to a vote immediately, without further debate.
- 15.2 When a motion that a vote be taken on all matter before the body (i.e. calling for the question on all matters) is presented etc.
- 15.3 When the Chair, having ascertained that no further information is required, commences to take a vote no member shall speak, or present another motion until the vote has been taken on such motion or amendment.

**16. VOTING-CONFLICT**

- 16.1 A member who has any direct or indirect pecuniary interest, as defined in the MGA, in a matter which is before the meeting shall so declare and shall physically leave the chambers during the debate and voting on the matter.

**17. REQUIREMENT TO VOTE**

- 17.1 Every member present shall vote on every matter unless exempted by voting by reason of pecuniary interest. The CAO shall record in the minutes the name of each member exempted and the reason.

**TOWN OF LAMONT  
BYLAW 03/23**

**18. RESULTS OF VOTES**

- 18.1 A motion shall be declared “passed” when a majority of members present vote in favour of the motion.
- 18.2 A motion shall be declared “lost” when the majority of members present vote in opposition to the motion.
- 18.3 A motion shall be declared “lost” in the event of a “tie vote” when an equal number of members vote “in favour” and “in opposition” of the motion.

**19. RECORDED VOTES**

- 19.1 When a member requests a recorded the CAO shall record in the minutes the names of all members voting for and against the motion and the chair shall announce the results of the vote.

**20. ADJOURNMENT TIME**

- 20.1 Council shall adjourn no later than 9:30 p.m. if in session at that hour unless, with the majority consent of the members, a resolution is passed to extend the meeting for a maximum of one (1) hour or to complete the debate of items before Council.
- 20.2 If the agenda is not complete when the meeting is adjourned, the remaining agenda items will be added to the next regularly scheduled meeting agenda and are the first items of business at the next meeting.

**21. BYLAWS**

- 21.1 Where a bylaw is presented to a meeting for enactment, the CAO shall cause the number and short title of the bylaw to appear on the agenda.
- 21.2 When a bylaw is not subject to a statutory public hearing:
  - i. a bylaw shall be introduced for first reading by a motion that it be read the first time, specifying the number of the bylaw;
  - ii. after a motion for first reading of the bylaw has been presented, members may debate the substance of the bylaw and propose and consider amendments to the bylaw;
  - iii. any proposed amendments shall be put to a vote if required, and if carried shall be considered as having been incorporated in the bylaw at first reading;



**TOWN OF LAMONT  
BYLAW 03/23**

- iv. when all amendments have been accepted or rejected, a motion for second reading of the bylaw shall be placed
- v. if a bylaw is to receive all three readings in one sitting, Council must make a motion to accept a third reading prior to the third reading

21.3 When a bylaw is subject to a statutory public hearing, the following will apply:

- i. an amending bylaw proposing a change of land classification in the Town Land Use Bylaw and which requires a public hearing may be introduced by a motion for first reading which shall be voted upon without amendment and a public hearing date shall be established;
- ii. following the public hearing a motion for first and/or second reading, whichever the case may be, may be presented and the members may debate the substance of the bylaw and propose and consider amendments to the bylaw;
- iii. a proposed amendment shall be put to a vote and, if carried, shall be considered as having been incorporated into the bylaw at second reading;
- iv. when all amendments have been dealt with, the motion for second reading of the bylaw shall be placed;
- v. except for bylaws identified in section 23.3.1 a bylaw which requires a statutory public hearing may be presented on a motion for first reading;
- vi. a proposed amendment shall be put to a vote and, if carried, shall be considered as having been incorporated into the bylaw at first reading;
- vii. when all amendments have been dealt with the motion for the first reading of the bylaw shall be placed;
- viii. following the public hearing a motion for second reading may be placed and further amendments presented.

21.4 Three readings:

- i. a bylaw shall not be given any more than two readings at any one meeting unless members present at the meeting unanimously agree that the bylaw may be presented for third reading at the same meeting at which it received two readings;
- ii. when Council unanimously agrees that a bylaw may be presented for a third reading at a meeting at which it has received two readings, the

**TOWN OF LAMONT  
BYLAW 03/23**

third reading requires no greater majority or affirmative votes to pass the bylaw than if it had received a third reading at a subsequent reading;

- iii. a bylaw shall be passed when a majority of the members present vote in favor of third reading, provided that any applicable provincial statute does not require a greater majority
- 21.5 When a bylaw has been given three readings **and is signed by the Mayor and CAO** it is considered an enactment of the Town and is effective immediately, unless the bylaw or an applicable provincial statute provides otherwise.
- 21.6 After passage, a bylaw shall be signed by the Mayor or Mayor's designate and the CAO and shall be impressed with the corporate seal of the Town of Lamont.

**22. COMMITTEES OF COUNCIL**

- 22.1 The Committee Chair will call committee meetings as required.
- 22.2 Notification of Committee meetings to the Public must be by Website and posting on the Town Office Building Front Door.
- 22.3 Committee meetings must follow the basic protocol of this bylaw unless otherwise specified as follows:
- i. Section 5 - Regular Council Meeting with the exception of 5.15 **Closed Session** rules;
  - ii. Section 6 - Special Meetings;
  - iii. Section 7 - Organizational Meetings; and
  - iv. Section 21 – Bylaws.
- 22.4 Committee meetings can make motions that recommend certain actions to Council such as policy and/or Bylaw updates. Only Council can set the necessary direction for the Town of Lamont.
- 22.5 The agenda shall be prepared by the Committee Chair.
- 22.6 Committee Chair will ensure that meeting minutes are prepared either by another member of the committee, acting as recording secretary, or coordinated through the office of the CAO.



**TOWN OF LAMONT  
BYLAW 03/23**

**APPENDIX "A"**



**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
XXXX XX, XXXX**

- 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**
- 2. DELEGATIONS**
  - 2.1. MOTION FOR ACCEPTANCE OF DELEGATION**
- 3. CORRESPONDENCE**
- 4. NEW BUSINESS**
- 5. REPORTS**
- 6. NOTICES OF MOTION**
- 7. CLOSED SESSION**
- 8. ADJOURNMENT**

**TOWN OF LAMONT  
BYLAW 03/23**

**APPENDIX "B"**



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

AGENDA ITEM:

COUNCIL MEETING DATE:

ITEM DESCRIPTION OR TITLE

RECOMMENDATION

BACKGROUND

COMMUNICATIONS

IMPLICATIONS OF DECISION

FINANCIAL IMPLICATIONS

POLICY AND/OR LEGISLATIVE REFERENCES

ATTACHMENTS

Report Prepared By:

Approved by CAO:



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.8

COUNCIL MEETING DATE:  
February 14, 2023

## ITEM DESCRIPTION OR TITLE

Assessment Review Board - Annual Appointments

## RECOMMENDATION

1. **THAT** Council appoint the following individuals, as members of the Assessment Review Board for a term ending December 31, 2023:

Darlene Chartrand  
Tina Groszko  
Stewart Hennig  
Richard Knowles  
Raymond Ralph

2. **THAT** Council appoint Raymond Ralph as Chair of the Assessment Review Board for a term ending December 31, 2023.
3. **THAT** Council appoint Gerryl Amarin as Clerk of the Assessment Review Board for a term ending December 31, 2023.

## BACKGROUND

The *Municipal Government Act* (MGA) requires that Council adopt by resolution the appointment of the Chair, Clerk and panelists to the Assessment Review Board. Capital Region Assessment Services Commission (CRASC) has provided a list of names of individuals who have successfully completed the provincially legislated training courses and are qualified to sit on the Assessment Review Board and are available to CRASC participating municipalities. The Clerk for the Assessment Review Board has also completed the required training.

## COMMUNICATIONS

Update provided to CRASC.

## IMPLICATIONS OF DECISION

The Town of Lamont will have an Assessment Review Board officially appointed whose members have completed the required training and who are authorized by the Town to transact any assessment review board appeals.



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

**FINANCIAL IMPLICATIONS**

N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**

MGA Section 454.1 (1)(2)(3)

MGA Section 454.2 (1)(2)

MGA Section 454.3

**ATTACHMENTS**

N/A

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

A handwritten signature in black ink, appearing to be 'JP' or similar initials, written over a light blue horizontal line.



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.9

**COUNCIL MEETING DATE:**  
February 14, 2023

**ITEM DESCRIPTION OR TITLE**  
Beaver Hills Biosphere Open House

**RECOMMENDATION**  
THAT Council determine appropriate action.

**BACKGROUND**  
The Beaver Hills Biosphere is hosting their 2023 open house, forum and mini-tradeshow on March 1 from 6:30 p.m. to 9:30 p.m. and March 2 from 8:30 a.m. to 4:30 p.m. at the Agora Room in the Strathcona County Centre.

The evening of March 1 they will re-introduce the Beaver Hills Biosphere and explore the importance of two-eyed seeing within the Biosphere with keynote speakers. On March 2, they will share what they do and explore the untapped opportunities the Biosphere has to offer through a variety of presentations.

**COMMUNICATIONS**  
N/A

**IMPLICATIONS OF DECISION**  
TBD

**FINANCIAL IMPLICATIONS**  
Municipalities will be required to incur some costs to participate in the open house. These include the cost of food and refreshments.

Estimated municipally incurred costs will likely range from \$100 to \$1,000, depending on the number of participants attending. Funds (are available from the Training/Development budget line for incurred expense.

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





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

**ATTACHMENTS**

Invitation - Email

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

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

**From:** Beaver Hills Biosphere <[info@beaverhills.ca](mailto:info@beaverhills.ca)>  
**Sent:** Thursday, February 2, 2023 3:31 PM  
**To:** Beaver Hills Biosphere <[info@beaverhills.ca](mailto:info@beaverhills.ca)>  
**Subject:** Save-the-Date: Join us March 1 - 2 at the Beaver Hills Biosphere Open House and Forum  
**Importance:** High

**Hello! Tansi!**

The Beaver Hills Biosphere is excited to announce our upcoming 2023 open house, forum and mini-tradeshow on March 1 (6:30 pm – 9:30 pm) and March 2 (8:30 am – 4:30 pm) taking place in the Agora Room at the Strathcona County Centre, in Sherwood Park.

The evening of March 1, we will re-introduce the Beaver Hills Biosphere and explore the importance of two-eyed seeing within the Biosphere with our keynote speakers, Amber Paquette, Nehiyaw and Métis multi-disciplinary artist, writer, educator and storyteller and Edmonton's 6<sup>th</sup> historian laureate, and Dylan Reade, documentary filmmaker and IMAX cameraman whose credits include the Biosphere's series of video vignettes that recount the stories of the Beaver Hills from past to present.

On March 2, we will share what we do, what we are passionate about and explore the untapped opportunities the Biosphere has to offer through a variety of presentations from engaging speakers talking about the important projects that have taken place within the Biosphere and which are defining what it means to be a learning place for sustainable development.

In addition, on both days, our partners, stakeholders, fellow non-profit organizations and community groups have been invited to participate in our mini-tradeshow to highlight their activities and programs.

In all, it will be a great opportunity learn, connect and network with others who are interested in and passionate about all the Beaver Hills Biosphere has to offer.

*There will be a nominal fee to attend (to cover the cost of food and refreshments). We appreciate your support.*

## **Mark Your Calendars**

We'll be sending out links to register in the coming weeks so watch our website and social media for the official invitation. But in the meantime, add these days to your calendar and plan to attend.

**We look forward to seeing you.**

Brian E. Ilnicki  
Executive Director

Beaver Hills Biosphere  
A UNESCO Biosphere  
[beaverhills.ca](http://beaverhills.ca)



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

AGENDA ITEM: 4.10

**COUNCIL MEETING DATE:**  
February 14, 2023

**ITEM DESCRIPTION OR TITLE**  
Lamont Public Library Request

**RECOMMENDATION**

**THAT** Council provide the Lamont Public Library an in-kind donation of the use of the Meeting room on May 12, 2023.

**BACKGROUND**

Lamont Public Library is hosting a bingo fundraiser on May 12, 2023 to help raise funds for programs that support children, youth and families. They are also in the early phases of developing a program that would provide book delivery to seniors living in Lamont care facilities.

**COMMUNICATIONS**

The Lamont Public Library will be notified of Council's decision.

**IMPLICATIONS OF DECISION**

Supports community building efforts.

**FINANCIAL IMPLICATIONS**

Estimated at \$60.00. Funds would be allocated from the Public Relations/Donations line item. 4 Hour Meeting Room rental equivalent to \$60.

**POLICY AND/OR LEGISLATIVE REFERENCES**

Town policy 11-10 -Donation Request from Clubs, Organizations and Others

**ATTACHMENTS**

1. Donation Request Letter

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

February 7, 2023

Dear Town of Lamont Council:

The Lamont Public Library serves the community of Lamont and surrounding area. We are more than borrowing out books. We have a vast online system as well as provide in-person programming to our community members. Many of these programs support children, youth, and families. We are also in the early phases of developing a program that would provide access to book delivery to seniors living Lamont care facilities.

Prior to Covid, we used to host a bingo fundraiser to help raise funds for such programs. We are planning to revive this fundraiser May 12, 2023.

In order to make this event a success, we are seeking the in-kind donation of the use of the Lamont Meeting Room at no charge.

Your contribution will be vital to helping us succeed in planning our fundraiser. With your generous donation, we will be able to host programming for all ages.

If you require any further information, please do not hesitate to contact Lamont Public Library Board Secretary, Erin Ballance, at [REDACTED] or by email at [REDACTED]. Thank you in advance for your consideration.

Sincerely,



Erin Ballance  
Board Secretary  
Lamont Public Library



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.11

COUNCIL MEETING DATE:  
February 14, 2023

## ITEM DESCRIPTION OR TITLE

**Letter of Support – Camrose Casino Appeal to AGLC**

## RECOMMENDATION

**THAT** Council direct Administration to write a letter in support of the Camrose casino appeal of the AGLCs decision to deny the request to relocate the casino from Camrose to South Edmonton.

## BACKGROUND

Capital City Casinos applied to move one of its casinos from Camrose to South Edmonton. The AGLC denied the application for the move. Stagewest Hospitality, which owns the Camrose Resort Casino, stated that rejecting the proposal affects hundreds of rural charities.

The relocation to Edmonton would help bring balance to the revenues rural charities receive from charitable gaming compared to urban ones, as that site would only service rural charities to not dilute existing revenues at the city's five other casinos.

## COMMUNICATIONS

Letter of support of the Camrose casino appeal of the AGLCs decision to deny the request to relocate the casino from Camrose to South Edmonton

## IMPLICATIONS OF DECISION

Support regional partners and community based charities.

## FINANCIAL IMPLICATIONS

N/A

## POLICY AND/OR LEGISLATIVE REFERENCES

N/A

## ATTACHMENTS

Town of Smoky Lake Letter of Support

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:



PO Box 460, 56 Wheatland Avenue  
Smoky Lake AB T0A 3C0  
PH: 780-656-3674 | FX: 780-656-3675  
smokylake.ca | town@smokylake.ca

February 6, 2023

Nadja Lacroix  
Senior Manager,  
Inspections Gaming  
[Nadja.lacroix@aglc.ca](mailto:Nadja.lacroix@aglc.ca)

**Re: Letter of Support: Appeal of Denied Application to Relocate  
Camrose Casino to South Edmonton**

Dear Nadja:

On behalf of the Not-for-Profit community groups and the residents of the Town of Smoky Lake, please accept this letter in support of the owners of the Camrose casino appeal of the AGLCs decision to deny the request to relocate the casino from Camrose to South Edmonton.

The decision to deny the relocation, we are informed, may result in the closure of the casino. This will have a significant negative impact on our community groups and, by extension the people within our region. The casino has long been a significant source of funding for the groups in our rural area.

In the current economy, parents specifically rely on an equitable charitable gaming model to help serve the under-served (the rural people within the Province of Alberta). Those same parents are the eager volunteers who take advantage of every opportunity they are given to “work at a casino event” to raise much needed funds for their organization.

I'm given to understand that should the Camrose casino close, our groups will have far fewer fundraising opportunities and will have to travel greater distances to fill the funding gap.

.../2

**Letter of Support: Appeal of Denied Application to Relocate Camrose Casino to South Edmonton**  
(Page 2)

Again, in the pursuit of equality of opportunity that would have Rural Albertans presented with the same funding opportunities as our urban counterparts, we ask that you consider the appeal by the Camrose Casino owners and allow the relocation. This will ensure the survival and growth of the current rural charitable gaming region.

Sincerely,

TOWN OF SMOKY LAKE  
Per

Amy Cherniwchan  
Mayor  
Town of Smoky Lake

AC/bt

Cc:

Glenn van Dijken, MLA – [Athabasca.Barrhead.Westlock@assembly.ab.ca](mailto:Athabasca.Barrhead.Westlock@assembly.ab.ca)

Brian Jean, Minister of Jobs, Economy & Northern Development –  
[jend.minister@gov.ab.ca](mailto:jend.minister@gov.ab.ca)

Travis Toews, President of Treasury Board & Minister of Finance – [tbf.minister@gov.ab.ca](mailto:tbf.minister@gov.ab.ca)

Nicole Marshall, Director of Alcohol, Gaming & Cannabis – [Nicole.marshall@gov.ab.ca](mailto:Nicole.marshall@gov.ab.ca)

Kandice Machado, AGLC CEO – [kandice.machado@aglc.ca](mailto:kandice.machado@aglc.ca)

Len Rhodes, AGLC Board Chair – [len.rhodes@aglc.ca](mailto:len.rhodes@aglc.ca)

Wyatt Skabron, Manager of Policy & Advocacy, RMA – [wyatt@rmaalberta.com](mailto:wyatt@rmaalberta.com)



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.12

**COUNCIL MEETING DATE:**  
February 14, 2023

## ITEM DESCRIPTION OR TITLE

Centenarian Recognition

## RECOMMENDATION

**THAT** Council accept the Centenarian Recognition update as information.

## BACKGROUND

Administration has started reaching out to the Health Care Centre and other assisted living facilities regarding the annual Centenarian Recognition Program. The program consists of planting a tree and adding a commemorative leaf to the recognition tree at Hillside Park. Administration intends to invite the public's participation to ensure Centenarian's are recognized.

### Estimates

Saplings: Approximately \$200.00 for either Brandon Elm, Armur Maple or Flowering Crab  
Leaf on Recognition Tree: \$21.00

Approximate cost per centenarian: \$221.00

## COMMUNICATIONS

Promotion of program via social media, signage and media coverage.  
A recognition post will be published on the Town of Lamont's social media and website.

## IMPLICATIONS OF DECISION

N/A

## FINANCIAL IMPLICATIONS

Costs to be funded from Council Public Relations/Donations GL.

## POLICY AND/OR LEGISLATIVE REFERENCES

Park Sponsorship, Donation and Memorial Contribution Policy





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

**ATTACHMENTS**

N/A

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

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



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: February 14, 2023**

**ELECTED OFFICIAL: Kirk Perrin**

**REPORT PERIOD: January 18, 2022 – February 9, 2023**

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### **Boards and Committees:**

- **Northeast Regional Mayors, Reeves, Indigenous leaders caucus Steering committee – January 20 and January 20**

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

- **N/A**

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

- **N/A**

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

- **Lamont Fish and Game Dinner – January 28<sup>th</sup>**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: February 14, 2023**

**ELECTED OFFICIAL: Jody Foulds**

**REPORT PERIOD: January 20, 2023 to February 8, 2023**

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### **Boards and Committees:**

- **St. Michael Regional Waste Commission Meeting – January 26, 2023**

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

- 

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

- 

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

-



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: February 14, 2023**

**ELECTED OFFICIAL: Linda Sieker**

**REPORT PERIOD, January 21, 2023 – February 9, 2023**

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### **Boards and Committees:**

- **Jan 30 - Lamont County Housing Foundation Meeting**

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

- **N/A**

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

- **N/A**

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

- **Jan 27 – Bruderheim CAO Farewell**
- **Jan 28 – Lamont Fish & Game Banquet**

# CAO REPORT

FOR THE PERIOD ENDING February 8, 2023

## HIGHLIGHTS:

January 19, 2023

- Weekly meeting with Director of Operations.
- MCCAP - Infrastructure Assessment Funding Opportunity

January 24, 2023

- Weekly meeting with Deputy CAO.
- Weekly finance meeting.

January 25, 2023

- Northeast Regional Caucus meeting preparation.

January 26, 2023

- Meeting - Regional Fire Chief.

January 31, 2023

- Weekly meeting with Deputy CAO.
- Weekly finance meeting.

February 1, 2023

- Sponsorship agreement.
- Meeting with RCMP – community forum discussion

February 2, 2023

- Meeting with RCMP – community forum discussion.
- Train Whistle Cessation.
- Discussion: Affordable Housing Needs Assessment.
- 2023 parade planning.

February 6, 2023

- Economic development.

February 7, 2023

- Weekly meeting with Deputy CAO.
- Weekly finance meeting.

February 8, 2023

- Office Safety Meeting
- Meeting with CN.
- Lamont Market – planning meeting.

## MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING February 14, 2023

## HIGHLIGHTS

### STAFF

- Weekly Operations team meetings Thursday.
- Operations and safety meeting January 12, 2023.
- Evaluations.
- Applied to the Canadian Parks & Recreation Association- Youth Employment Experience Grant.

### Facilities

- Season ice bookings.
- 18 facility bookings since January 10, 2023.
- Hockey Tournament Feb 4-5.

### Transportation Maintenance

- Street sanding as required.
- Snow clearing as per policy.
- Boulevard tree trimming.
- Snow hauling from boulevards.

### Parks & Recreation

- Outdoor rink operating.
- Christmas Tree pick up Jan 17, 2023.

### Utilities

- SCADA system project completed.
- Catch basin clearing initiated due to warm temperatures.

### Projects & Requests:

- Grant investigation meetings.
- MacEwan University Policy Studies presentation Feb 7, 2023.

Description	2023 Budget	Targeted		Variance	% of Completion	2023 -		Increase/ (Decrease)	Percentage	Note
		Amount Jan.	2023 Actual Jan.			Jan.	2022 - Jan.			
<b>REVENUE</b>										
General Revenue	(123,533)	(30,883)	(60,099)	(63,434)	49%	(60,099)	(52,311)	-7,788	15%	
Administration	(10,080)	(2,520)	(2,427)	(7,653)	24%	(2,427)	(190)	(2,237)	1177%	
By Law	(1,969)	(492)	(1,460)	(509)	74%	(1,460)	(902)	(558)	62%	
Strs. & Road	(1,072)	(268)	0	(1,072)	0%	0	0	0	0%	
Water	(204,830)	(51,208)	0	(204,830)	0%	0	38	(38)	-100%	
Sewer	(54,325)	(13,581)	92	(54,417)	0%	92	11	81	713%	
Garbage	(115,307)	(28,827)	0	(115,307)	0%	0	0	0	0%	
Cemetery	(412)	(103)	0	(412)	0%	0	0	0	0%	
Planning & Subdivision	(707)	(177)	(24)	(683)	3%	(24)	(272)	249	-91%	
Hall	(3,474)	(869)	(602)	(2,872)	17%	(602)	(348)	(253)	73%	
Arena	(25,252)	(6,313)	(12,961)	(12,291)	51%	(12,961)	(330)	(12,631)	3828%	
Park	(424)	(106)	0	(424)	0%	0	0	0	0%	
Curling Rink	(91)	(23)	0	(91)	0%	0	0	0	0%	
<b>TOTAL REVENUE</b>	<b>(541,476)</b>	<b>(135,369)</b>	<b>(77,480)</b>	<b>(463,996)</b>	<b>14%</b>	<b>(77,480)</b>	<b>(54,304)</b>	<b>(23,176)</b>	<b>0%</b>	

<b>EXPENSE</b>										
Council	50,874	12,719	9,849	41,025	19%	9,849	9,582	267	3%	
Administration	327,781	81,945	48,549	279,232	15%	48,549	56,197	(7,648)	-14%	
Fire	19,394	4,849	135	19,259	1%	135	279	(144)	-52%	
Disaster Service	600	150	0	600	0%	0	0	0	0%	
By-Law	37,396	9,349	0	37,396	0%	0	0	0	0%	
Public Work	116,804	29,201	10,994	105,810	9%	10,994	10,632	361	3%	
Street & Road	266,274	66,569	21,881	244,393	8%	21,881	22,246	(364)	-2%	
Storm Sewer	4,189	1,047	0	4,189	0%	0	0	0	0%	
Water	257,644	64,411	18,291	239,353	7%	18,291	17,154	1,137	7%	
Sewer	51,835	12,959	65	51,770	0%	65	1,517	(1,451)	-96%	
Garbage	187,924	130,402	0	187,924	0%	0	0	0	0%	
Family Community & Cemetery	7,592	1,898	0	7,592	0%	0	0	0	0%	
Town Beautification	3,400	850	0	3,400	0%	0	0	0	0%	
Planning & Subdivision	36,894	9,224	208	36,686	1%	208	0	208	0%	
Hall	67,602	16,901	6,636	60,966	10%	6,636	5,180	1,456	28%	
Arena	143,421	35,855	16,861	126,560	12%	16,861	12,622	4,239	34%	
Park	68,089	17,022	5,682	62,407	8%	5,682	5,431	250	5%	
Curling Rink	32,830	8,208	0	32,830	0%	0	84	(84)	-100%	
FCSS & School Fund	192,464	48,116	9,308	183,156	5%	9,308	0	9,308	0%	
<b>Total Expense</b>	<b>1,873,007</b>	<b>551,673</b>	<b>148,460</b>	<b>1,724,547</b>	<b>8%</b>	<b>148,460</b>	<b>140,925</b>	<b>7,535</b>	<b>5%</b>	

# CLOSED SESSION NOTICE

February 14, 2023

**7.1 Response: Lamont County Bylaw 849-22 Municipal Development Plan; and Lamont County Land Use Bylaw 848-22**

*(Advice from Officials)*

- FOIP Section 24 – Advice from Officials

**7.2 Sponsorship**

*(Advice from Officials)*

- FOIP Section 24 – Advice from Officials

**7.3 Economic Development Inquiry**

*(Advice from Officials)*

- FOIP Section 24 – Advice from Officials

**7.4 Watermain Update**

*(Advice from Officials)*

- FOIP Section 24 – Advice from Officials

**7.5 Recreation Agreement**

*(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."*