

Council Package

March 28, 2023



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
March 28, 2023**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

1.4. ADOPTION OF MINUTES

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4. NEW BUSINESS

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7.1. Intergovernmental Relations

7.2. Recreation

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 14, 2023
Regular Meeting of Council**

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

CALL TO ORDER AND RELATED BUSINESS:

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

Adoption of Agenda

- **Addition of Item 4.7 – Councillor Absence**

MOTION: 89/23 Councillor Taylor: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

- a) Meeting Minutes –February 28, 2023

MOTION: 90/23 Councillor Taylor: That the Minutes of the February 28, 2023 Council Meeting be accepted as presented.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- **Lamont Health Care Centre Regular Meeting Minutes November 24, 2022**
- **Lamont Health Care Centre Regular Meeting Minutes December 22, 2022**
- **Lamont County Housing Foundation Meeting Minutes November 28, 2022**
- **FCSS – Volunteer Appreciation Invitation**
- **Municipal Affairs – Local Government Fiscal Framework**
- **EIPS Board Highlights February 16, 2023**

MOTION: 91/23 Councillor Holowaychuk: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Addition of Bylaw Enforcement Costs to Tax Rolls

MOTION: 92/23 Councillor Koroluk: That Council approve the addition of Bylaw enforcement costs to tax rolls as itemized in the attached Schedule “A” totalling \$600.00.

CARRIED

Transfer of Tax Recovery Costs to Tax Rolls

MOTION: 93/23 Councillor Harvey: That Council authorize the costs to be transferred to the tax rolls as itemized in the attached Schedule “A”.

CARRIED

Municipal Development Plan

MOTION: 94/23 Councillor Holowaychuk: That the Public Hearing for Bylaw 06/23 be scheduled for April 11, 2023 at 7:15 p.m.

CARRIED

2022-2023 Council Committee Appointments to Boards, Committees and Commissions

MOTION: 95/23 Councillor Sieker: That Council approve the appointment of Councillor Al Harvey as an alternate on the Northern Lights Library Board.

CARRIED

Committee Member Appointment – Economic Development

MOTION: 96/23 Councillor Koroluk: That Council appoint Greg Cruickshank, Principal, Lamont High School to the Economic Development Board for a term expiring December 31, 2023.

CARRIED

Economic Development Week

MOTION: 97/23 Councillor Sieker: That Council proclaim the week of May 8-12, 2023 as Economic Development Week.

CARRIED

Councillor Absence

MOTION: 98/23 Councillor Sieker: That Council accept Councillor Fould’s absence at the March 14, 2023 Council Meeting due to a prior professional commitment.

CARRIED

REPORTS:

Council Reports:

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

Staff Reports:

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

MOTION: 99/23 Councillor Harvey: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION:

Elk Island National Park – Golf Course

MOTION: 100/23 Councillor Harvey: WHEREAS Elk Island National Park is currently conducting the public engagement part of its Management Plan, a document spanning the next ten years to provide “management priorities”, “long term vision”, “sets objectives for achieving the vision”, and

WHEREAS within the public engagement is a survey, and within the survey is a question related to the golf course, and

WHEREAS the golf course was closed for the previous season, and

WHEREAS it could be presented that due to the lack of a “proper” irrigation system and necessary water volumes that the operation of the golf course is quite difficult, and

WHEREAS the operation of the golf course over the years has been an important regional recreation asset, an option for youth development, and a destination for golfers of all ages in the region, and

WHEREAS according to a posting in the clubhouse, and the Stanley Thompson web site, the renowned golf course architect (of many famous golf courses including the ones in Jasper and Banff) had provided assistance to the Elk Island Golf Course, and

NOW THEREFORE that the Council for the Town of Lamont, directs the Mayor to provide a letter to Elk Island National Park, copied to Parks Canada and our MP, outlining the importance of the retention of the golf course at Elk Island National Park with the development of proper infrastructure for its operation.

CARRIED

CLOSED SESSION:

- **Chief Administrative Officer Annual Review**
 - *FOIP Section 24 – Advice from Officials*
- **Recreation**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 101/23 Councillor Holowaychuk: That Council convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Section 24 of the *Freedom of Information and Protection of Privacy Act* at 7:24 p.m.

CARRIED

MOTION: 102/23 Councillor Taylor: That Council revert to regular Council meeting session at 8:39 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 103/23 Councillor Sieker: That the CAO 2022 Performance evaluation be approved.

CARRIED

MOTION: 104/23 Councillor Taylor: That Council defer the decision to a future meeting date.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 8:42 p.m.

Mayor

Chief Administrative Officer



**Town of Lamont
March 20, 2023
Governance & Priorities Committee Meeting**

PRESENT:	Kirk Perrin	Chair
	Jody Foulds	Member
	Linda Sieker	Member
	Al Harvey	Member
	David Taylor	Member
	Perry Koroluk	Member
	Colleen Holowaychuk	Member
	Rick Bastow	Chief Administrative Officer
	Dawn Nielsen	Deputy Chief Administrative Officer
	Tyler Edworthy	Director Operations & Infrastructure
	Robert Mu	Finance Officer

CALL TO ORDER AND RELATED BUSINESS:

Call to Order: Chair Perrin: called the meeting to order at 6:30 p.m.

Adoption of Agenda

MOTION: Member Sieker: That the Governance & Priorities Committee Agenda be accepted as presented.

CARRIED

BUSINESS:

Review of 2022 Budget

MOTION: Member Harvey: That the Governance and Priorities Committee receive the review of the 2022 budget as information.

CARRIED

CLOSED:

- **2023 Lamont Housing Foundation**
 - *FOIP Section 24 – Advice from Officials*
- **2023 Forecast of Budget Expenses**
 - *FOIP Section 24 – Advice from Officials*

MOTION: Member Sieker: That the Governance & Priorities Committee 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 7:08 p.m.

CARRIED

Shahad Bharmal – Lamont Housing Foundation entered the meeting at 7:17 p.m.

Shahad Bharmal – Lamont Housing Foundation exited the meeting at 7:53 p.m.

MOTION: Member Taylor: That the Governance & Priorities Committee revert to regular meeting session at 8:45 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

2023 Lamont Housing Foundation

MOTION: Member Taylor: That the Governance and Priorities Committee receive the Lamont County Housing Foundation discussion as information.

CARRIED

2023 Forecast of Budget Expenses

MOTION: Member Sieker: That the Governance and Priorities Committee accept the 2023 Forecast of Budget Expenses as information.

CARRIED

ADJOURNMENT: Chair Perrin adjourned the meeting at 8:46 p.m.

Chair

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 21, 2023
Governance & Priorities Committee Meeting**

PRESENT:	Kirk Perrin	Chair
	Jody Foulds	Member
	Linda Sieker	Member
	Al Harvey	Member
	David Taylor	Member
	Perry Koroluk	Member
	Colleen Holowaychuk	Member
	Mike Krim	Guest
	Jackie Van Langen	Guest
	Rick Bastow	Chief Administrative Officer
	Dawn Nielsen	Deputy Chief Administrative Officer
	Tyler Edworthy	Director Operations & Infrastructure
	Robert Mu	Finance Officer

CALL TO ORDER AND RELATED BUSINESS:

Call to Order: Chair Perrin: called the meeting to order at 6:30 p.m.

Adoption of Agenda

MOTION: Member Foulds: That the Governance & Priorities Committee Agenda be accepted as presented.

CARRIED

BUSINESS:

2023 Assessment Review

MOTION: Member Sieker: That the Governance and Priorities Committee accept the 2023 Assessment presentation as information.

CARRIED

CLOSED:

- **2023 Forecast of Budget Expenses**
 - *FOIP Section 24 – Advice from Officials*

MOTION: Member Taylor: That the Governance & Priorities Committee 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 6:58 p.m.

CARRIED

MOTION: Member Foulds: That the Governance & Priorities Committee revert to regular meeting session at 9:26 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

2023 Forecast of Budget Expenses

MOTION: Member Sieker: That the Governance and Priorities Committee accept the Forecast of Budget Expenses as information.

CARRIED

ADJOURNMENT: Chair Perrin adjourned the meeting at 9:27 p.m.

Chair

Chief Administrative Officer

TOWN OF LAMONT
Financial Statements
For The Year Ended December 31, 2022

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of Town of Lamont

Opinion

We have audited the financial statements of Town of Lamont (the Town), which comprise the statement of financial position as at December 31, 2022, and the statements of operations and accumulated surplus, changes in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2022, and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)

Independent Auditors' Report to the Mayor and Council of Town of Lamont *(continued)*

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Accountants

Edmonton, Alberta
March 28, 2023

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To His Worship the Mayor and Members of Council of the Town of Lamont

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by the Town Council to express an opinion on the Town's financial statements.

Rick Bastow
Chief Administrative Officer

TOWN OF LAMONT
Statement of Financial Position
As At December 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash and cash equivalents (Note 2)	\$ 1,911,223	\$ 5,867,161
Receivables (Note 3)	519,568	426,265
Investments (Note 4)	3,000,000	-
	<u>5,430,791</u>	<u>6,293,426</u>
LIABILITIES		
Accounts payable and accrued liabilities	507,362	252,777
Deposits	506,865	495,278
Deferred revenue	23,485	64,784
Long-term debt (Note 5)	2,448,536	1,042,881
	<u>3,486,248</u>	<u>1,855,720</u>
NET FINANCIAL ASSETS	<u>1,944,543</u>	<u>4,437,706</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 6)	20,369,569	18,048,721
Inventory	500	500
Prepaid expenses	44,148	-
	<u>20,414,217</u>	<u>18,049,221</u>
ACCUMULATED SURPLUS (Note 7)	<u>\$ 22,358,760</u>	<u>\$ 22,486,927</u>
CONTINGENCY (Note 11)		

TOWN OF LAMONT

Statement of Operations and Changes in Accumulated Surplus

For the Year Ended December 31, 2022

	2022 (Budget) (Note 18)	2022 (Actual)	2021 (Actual)
REVENUE			
Net municipal taxes (Schedule 2)	\$ 1,912,589	\$ 1,933,418	\$ 1,802,215
Sales and user charges (Schedule 4)	1,140,927	1,116,365	1,076,708
Franchise and concession contracts (Note 14)	274,000	306,145	259,967
Government transfers for operating (Schedule 3)	207,138	203,988	375,319
Interest	38,001	116,965	41,102
Rentals	91,897	88,817	43,125
Penalties and costs on taxes	80,620	55,011	96,639
Other	987	11,386	12,132
Fines, licences and permits	9,407	9,738	9,445
	<u>3,755,566</u>	<u>3,841,833</u>	<u>3,716,652</u>
EXPENSES			
Water supply and distribution	813,526	796,967	854,849
Recreation and cultural services	814,767	767,678	692,513
General administration	760,696	703,317	688,156
Roads, streets, walks and lighting	716,433	687,047	554,801
Common services	484,538	464,357	422,736
Waste water treatment and disposal	318,184	307,154	236,614
Waste management	302,044	292,614	392,432
Council	126,262	120,747	110,790
Bylaws enforcement and police	93,491	73,883	63,390
Fire protection and safety services	56,654	50,781	48,473
Family and community support	21,726	21,275	11,275
Subdivision land and development	92,235	18,803	63,927
Community services	8,500	6,940	17,247
Cemetery	5,400	5,400	4,212
	<u>4,614,456</u>	<u>4,316,963</u>	<u>4,161,415</u>
ANNUAL DEFICIT BEFORE OTHER REVENUE	<u>(858,890)</u>	<u>(475,130)</u>	<u>(444,763)</u>
OTHER REVENUE			
Government transfers for capital (Schedule 3)	313,248	313,091	926,435
Gain on disposal of assets	-	22,673	-
Donations for capital	-	11,199	13,500
	<u>313,248</u>	<u>346,963</u>	<u>939,935</u>
ANNUAL SURPLUS (DEFICIT)	<u>(545,642)</u>	<u>(128,167)</u>	<u>495,172</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>22,486,927</u>	<u>22,486,927</u>	<u>21,991,755</u>
ACCUMULATED SURPLUS, END OF YEAR (Note 7)	<u>\$ 21,941,285</u>	<u>\$ 22,358,760</u>	<u>\$ 22,486,927</u>

TOWN OF LAMONT
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2022

	2022 (Budget) (Note 18)	2022 (Actual)	2021 (Actual)
ANNUAL SURPLUS (DEFICIT)	\$ (545,642)	\$ (128,167)	\$ 495,172
Acquisition of tangible capital assets	(3,331,084)	(3,254,291)	(582,794)
Amortization of tangible capital assets	929,300	933,443	925,672
Proceeds on disposal of tangible capital assets	-	22,673	-
Loss (gain) on sale of tangible capital assets	-	(22,673)	-
	(2,947,426)	(2,449,015)	838,050
(Acquisition) use of prepaid expenses	-	(44,148)	2,735
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(2,947,426)	(2,493,163)	840,785
NET FINANCIAL ASSETS, BEGINNING OF YEAR	4,437,706	4,437,706	3,596,921
NET FINANCIAL ASSETS, END OF YEAR	\$ 1,490,280	\$ 1,944,543	\$ 4,437,706

TOWN OF LAMONT
Statement of Cash Flows
For The Year Ended December 31, 2022

	2022	2021
OPERATING ACTIVITIES		
Annual surplus (deficit)	\$ (128,167)	\$ 495,172
Non-cash items not included in annual surplus:		
Amortization of capital assets	933,443	925,672
Gain on disposal of tangible capital assets	(22,673)	-
	<u>782,603</u>	<u>1,420,844</u>
Changes in non-cash working capital balances related to operations:		
Receivables	(93,302)	243,729
Accounts payable and accrued liabilities	254,585	79,481
Deferred revenue	(41,299)	(260,807)
Deposits	11,587	3,349
Prepaid expenses	(44,148)	2,735
	<u>87,423</u>	<u>68,487</u>
Cash flow from operating activities	<u>870,026</u>	<u>1,489,331</u>
CAPITAL ACTIVITIES		
Proceeds on disposal of intangible assets	22,672	-
Purchase of tangible capital assets	(3,254,291)	(582,796)
Purchase of investments	(3,000,000)	-
Cash flow used by capital activities	<u>(6,231,619)</u>	<u>(582,796)</u>
FINANCING ACTIVITIES		
Long-term debt issued	1,536,063	-
Repayment of long-term debt	(130,408)	(100,141)
Cash flow from (used by) capital activities	<u>1,405,655</u>	<u>(100,141)</u>
CHANGE IN CASH AND CASH EQUIVALENTS DURING YEAR	(3,955,938)	806,394
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>5,867,161</u>	<u>5,060,767</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 1,911,223</u>	<u>\$ 5,867,161</u>

TOWN OF LAMONT

Schedule of Equity in Tangible Capital Assets

(Schedule 1)

For the Year Ended December 31, 2022

	2022	2021
BALANCE, BEGINNING OF YEAR	\$ 17,005,840	\$ 17,248,577
Acquisition of tangible capital assets	3,254,291	582,794
Amortization of tangible capital assets	(933,443)	(925,672)
Repayment of capital long-term debt	130,408	100,141
Long-term debt proceeds used during the year	(1,536,063)	-
BALANCE, END OF YEAR	\$ 17,921,033	\$ 17,005,840
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value)	\$ 20,369,569	\$ 18,048,721
Long-term debt used for tangible capital assets	(2,448,536)	(1,042,881)
	\$ 17,921,033	\$ 17,005,840

TOWN OF LAMONT
Schedule of Property Taxes
For the Year Ended December 31, 2022

(Schedule 2)

	2022 (Budget) (Note 18)	2022 (Actual)	2021 (Actual)
TAXATION			
Real property tax	\$ 2,408,000	\$ 2,400,852	\$ 2,265,663
Linear property tax	39,612	56,108	61,134
Government grants in lieu of property tax	4,657	4,657	4,386
	<u>2,452,269</u>	<u>2,461,617</u>	<u>2,331,183</u>
REQUISITIONS			
Alberta School Foundation Fund	471,543	460,362	465,492
Lamont Seniors Foundation	67,837	67,837	63,476
Designated Industrial Property	300	-	-
	<u>539,680</u>	<u>528,199</u>	<u>528,968</u>
NET MUNICIPAL PROPERTY TAXES	<u>\$ 1,912,589</u>	<u>\$ 1,933,418</u>	<u>\$ 1,802,215</u>

TOWN OF LAMONT
Schedule of Government Transfers
For the Year Ended December 31, 2022

(Schedule 3)

	2022 (Budget) (Note 18)	2022 (Actual)	2021 (Actual)
TRANSFERS FOR OPERATING			
Provincial government transfers	\$ 139,765	\$ 136,615	\$ 307,946
Local government transfers	67,373	67,373	67,373
	207,138	203,988	375,319
TRANSFERS FOR CAPITAL			
Provincial government transfers	313,248	313,091	926,435
TOTAL GOVERNMENT TRANSFERS	\$ 520,386	\$ 517,079	\$ 1,301,754

TOWN OF LAMONT
Schedule of Segmented Information
For the Year Ended December 31, 2022

(Schedule 4)

	General Administration	Recreation Services	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 416,446	\$ 470,150	\$ 100,192	\$ 758,409	\$ -	\$ 188,221	\$ 1,933,418
Sales and user charges	5,773	-	-	-	1,091,942	18,650	1,116,365
All other	3,452	7,024	5,872	2,378	5,193	358,361	382,280
Government transfers	130,315	73,673	-	-	-	-	203,988
Interest	116,965	-	-	-	-	-	116,965
Rentals	5,522	83,295	-	-	-	-	88,817
	<u>678,473</u>	<u>634,142</u>	<u>106,064</u>	<u>760,787</u>	<u>1,097,135</u>	<u>565,232</u>	<u>3,841,833</u>
EXPENSES							
Salaries, wages and benefits	431,510	231,976	-	317,068	214,282	84,028	1,278,864
Contracted and general services	160,840	34,216	79,429	30,495	530,177	38,091	873,248
Utilities	20,795	229,886	16,623	135,981	51,881	-	455,166
Repairs & maintenance	820	55,899	1,751	151,147	160,222	-	369,839
Materials, goods, and supplies	53,003	27,345	307	63,000	35,042	29,156	207,853
Insurance	11,505	54,820	7,954	13,342	4,154	1,183	92,958
Interest on long-term debt	-	-	-	49,754	19,237	-	68,991
Transfers to local boards	-	-	-	-	-	36,601	36,601
	<u>\$ 678,473</u>	<u>\$ 634,142</u>	<u>\$ 106,064</u>	<u>\$ 760,787</u>	<u>\$ 1,014,995</u>	<u>\$ 189,059</u>	<u>\$ 3,383,520</u>
NET REVENUE, BEFORE AMORTIZATION	-	-	-	-	82,140	376,173	458,313
Amortization	24,844	117,644	18,600	390,615	381,740	-	933,443
NET REVENUE (DEFICIT)	<u>\$ (24,844)</u>	<u>\$ (117,644)</u>	<u>\$ (18,600)</u>	<u>\$ (390,615)</u>	<u>\$ (299,600)</u>	<u>\$ 376,173</u>	<u>\$ (475,130)</u>

The accompanying notes are an integral part of these

TOWN OF LAMONT

Schedule of Segmented Information

For the Year Ended December 31, 2021

(Schedule 4)

	General Administration	Recreation Services	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 314,829	\$ 450,051	\$ 88,052	\$ 579,933	\$ -	\$ 369,350	\$ 1,802,215
Sales and user charges	4,810	-	-	-	1,067,089	4,809	1,076,708
All other	2,239	2,676	5,210	6,383	7,465	354,210	378,183
Government transfers	294,948	76,823	-	-	-	3,548	375,319
Investment income	41,102	-	-	-	-	-	41,102
Rentals	5,385	37,740	-	-	-	-	43,125
	<u>663,313</u>	<u>567,290</u>	<u>93,262</u>	<u>586,316</u>	<u>1,074,554</u>	<u>731,917</u>	<u>3,716,652</u>
EXPENSES							
Salaries, wages and benefits	\$ 423,778	\$ 211,319	\$ -	\$ 289,678	\$ 210,958	\$ 73,244	\$ 1,208,977
Contracted and general services	162,170	24,569	66,469	35,074	629,255	42,037	959,574
Utilities	23,905	214,507	14,289	111,094	45,051	-	408,846
Repairs & maintenance	-	37,342	5,176	72,556	150,436	-	265,510
Materials, goods, and supplies	43,227	29,464	60	43,344	37,461	41,821	195,377
Insurance	10,233	50,089	7,268	11,719	6,536	1,082	86,927
Interest on long-term debt	-	-	-	22,851	21,635	-	44,486
Transfers to local boards	-	-	-	-	-	26,710	26,710
Provision for allowances	-	-	-	-	823	39,335	39,335
	<u>663,313</u>	<u>567,290</u>	<u>93,262</u>	<u>586,316</u>	<u>1,102,155</u>	<u>224,229</u>	<u>3,235,742</u>
NET REVENUE, BEFORE AMORTIZATION	-	-	-	-	(27,601)	507,688	480,910
Amortization	24,844	109,268	18,600	391,221	381,740	-	925,673
NET REVENUE (DEFICIT)	<u>\$ (24,844)</u>	<u>\$ (109,268)</u>	<u>\$ (18,600)</u>	<u>\$ (391,221)</u>	<u>\$ (409,341)</u>	<u>\$ 507,688</u>	<u>\$ (444,763)</u>

The accompanying notes are an integral part of these

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of Lamont (the "Town") are the representations of management, prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Town are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenses, and cash flows of the reporting entity. The entity is comprised of all the organizations that are owned or controlled by the Town and are, therefore, accountable to Town Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education that are not part of the reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties.

(b) Basis of Accounting

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the Town has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

(c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditures during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(d) Cash and cash equivalents

Cash and cash equivalents include items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, and have a maturity of one year or less at acquisition.

(e) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(continues)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) *Land held for resale*

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

(g) *Tax Revenue*

Property taxes are recognized as revenue in the year they are levied.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the municipality and are recognized as revenue in the year in which the local improvement project is completed.

(h) *Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	20 years
Buildings	50 Years
Engineered structures:	
Water systems	40 years
Wastewater systems	40 years
Storm Sewer	45 - 75 years
Roadways	20 - 40 years
Machinery and equipment	10 - 15 years
Vehicles	10 - 20 years

No amortization is recorded in the year of acquisition.

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

(i) *Contaminated Sites*

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Town is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(continues)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(j) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

(k) Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(l) Equity in Capital Assets

Equity in capital assets represents the town's net investment in its capital assets after deducting the portion financed by third parties through debenture, bond and mortgage debts, long term capital borrowings, capitalized leases and other capital liabilities which will be repaid by the municipality.

(m) New Accounting Standards not yet Adopted

Effective for fiscal years beginning on or after April 1, 2022, PS 3280 Asset Retirement Obligations provides guidance on how to account for and report liabilities for retirement of tangible capital assets.

Effective for fiscal years beginning on or after April 1, 2023, PS 3400 Revenue provides guidance on how to account for and report revenue, and specifically, it addresses revenue arising from exchange transactions and non-exchange transactions.

2. CASH AND CASH EQUIVALENTS

	<u>2022</u>	<u>2021</u>
Guaranteed Investment Certificates	\$ 1,005,201	\$ 2,256,809
Deposit accounts with financial institutions	899,951	3,604,281
Other	<u>6,071</u>	<u>6,071</u>
	<u>\$ 1,911,223</u>	<u>\$ 5,867,161</u>

The Guaranteed Investment Certificates bear interest at rates ranging from 0.20% - 4.10% maturing at dates ranging from January to August 2023. The Town also has Guaranteed Investment Certificates which are reported as investments in Note 4 as they have a maturity of greater than one year.

Cash includes \$491,865 (2021 - \$480,278) received when the Town called a letter of credit related to a development agreement plus accrued interest to date. The proceeds from this letter of credit are restricted and to be used to fund any future costs needed to complete the related development project.

TOWN OF LAMONT
Notes to Financial Statements
December 31, 2022

3. RECEIVABLES

	<u>2022</u>	<u>2021</u>
Taxes and grants in place of taxes	\$ 205,350	\$ 197,825
Utilities	185,598	177,691
Trade and other	82,410	45,695
Accrued interest	56,247	7,823
Other governments	36,135	43,403
	<u>565,740</u>	<u>472,437</u>
Less: allowance for doubtful accounts	<u>(46,172)</u>	<u>(46,172)</u>
	<u>\$ 519,568</u>	<u>\$ 426,265</u>

4. INVESTMENTS

	<u>2022</u>	<u>2021</u>
Guaranteed investment certificates	<u>\$ 3,000,000</u>	<u>\$ -</u>

The Guaranteed Investment Certificates bear interest at rates of 4.05% and 5.57% maturing in May and July 2024.

5. LONG-TERM DEBT

	<u>2022</u>	<u>2021</u>
Alberta Capital Finance Authority debenture repayable in semi-annual payments of \$54,298 including interest at 3.620% maturing March 2042.	<u>\$ 1,509,568</u>	<u>\$ -</u>
Alberta Capital Finance Authority debenture repayable in semi-annual payments of \$48,594 including interest at 3.295% maturing December 2028.	<u>525,209</u>	<u>603,161</u>
Alberta Capital Finance Authority debenture repayable in semi-annual payments of \$23,956 including interest at 5.066% maturing March 2034.	<u>413,759</u>	<u>439,720</u>
	<u>\$ 2,448,536</u>	<u>\$ 1,042,881</u>

Principal and interest payments are due as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 162,272	\$ 91,425	\$ 253,697
2024	168,337	85,361	253,698
2025	174,634	79,063	253,697
2026	181,175	72,523	253,698
2027	187,967	65,730	253,697
To maturity	<u>1,574,151</u>	<u>409,111</u>	<u>1,983,262</u>
	<u>\$ 2,448,536</u>	<u>\$ 803,213</u>	<u>\$ 3,251,749</u>

TOWN OF LAMONT
Notes to Financial Statements
December 31, 2022

6. TANGIBLE CAPITAL ASSETS

	2022	2021
	Net Book	Net Book
	Value	Value
Engineered structures		
Water systems	\$ 5,164,569	\$ 4,603,441
Wastewater systems	4,879,126	4,400,144
Roadways	5,309,150	3,952,248
	15,352,845	12,955,833
Land	1,299,000	1,299,000
Buildings	2,481,563	2,591,512
Machinery and equipment	994,239	1,072,602
Vehicles	241,922	129,774
	\$ 20,369,569	\$ 18,048,721

	Cost				Cost
	Beginning of	Purchased	Disposals	Transfers	End of
	Year	Additions			Year
Engineered structures					
Roadways	\$ 15,270,127	\$ 1,698,614	\$ -	\$ -	\$ 16,968,741
Water systems	8,177,123	751,875	-	-	8,928,998
Wastewater systems	7,111,067	652,729	-	-	7,763,796
	30,558,317	3,103,218	-	-	33,661,535
Buildings	5,501,563	-	-	-	5,501,563
Machinery and equipment	1,756,917	11,857	-	-	1,768,774
Land	1,299,000	-	-	-	1,299,000
Vehicles	551,117	139,216	19,700	-	670,633
	\$ 39,666,914	\$ 3,254,291	\$ 19,700	\$ -	\$ 42,901,505

	Accumulated				Accumulated
	Amortization	Current	Disposals	Transfers	Amortization
	Beginning of	Amortization			End of
	Year				Year
Engineered structures					
Roadways	\$ 11,317,879	\$ 341,712	\$ -	\$ -	\$ 11,659,591
Water systems	3,573,682	190,747	-	-	3,764,429
Wastewater systems	2,710,923	173,747	-	-	2,884,670
	17,602,484	706,206	-	-	18,308,690
Buildings	2,910,051	109,949	-	-	3,020,000
Machinery and equipment	684,315	90,220	-	-	774,535
Vehicles	421,343	27,068	19,700	-	428,711
	\$ 21,618,193	\$ 933,443	\$ 19,700	\$ -	\$ 22,531,936

TOWN OF LAMONT
Notes to Financial Statements
December 31, 2022

7. ACCUMULATED SURPLUS

	<u>2022</u>	<u>2021</u>
Unrestricted Surplus	\$ 2,341,440	\$ 2,924,191
Restricted surplus		
Reserves (Note 8)	2,096,287	2,556,896
Equity in tangible capital assets (Schedule 1)	<u>17,921,033</u>	<u>17,005,840</u>
	\$ 22,358,760	\$ 22,486,927

8. RESTRICTED SURPLUS

	<u>2022</u>	<u>2021</u>
Operating		
Subdivision	\$ 788,790	\$ 1,420,939
Administration	461,127	461,127
General administration	322,129	322,129
Operating Reserves	189,000	-
Public works	62,073	62,073
Recreation	52,500	52,500
Water	51,669	51,669
Water	46,342	14,000
Arena	34,358	34,358
Parks	27,813	17,615
Sanitary sewer	17,500	77,500
Storm sewer	15,000	15,000
Curling rink	10,000	10,000
Hall	10,000	10,000
Fire	7,986	7,986
Capital		
	<u>\$ 2,096,287</u>	<u>\$ 2,556,896</u>

TOWN OF LAMONT
Notes to Financial Statements
December 31, 2022

9. DEBT LIMITS

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

	<u>2022</u>	<u>2021</u>
Total debt limit	\$ 5,762,750	\$ 5,574,978
Total debt	<u>(2,448,536)</u>	<u>(1,042,881)</u>
Total debt limit remaining	\$ 3,314,214	\$ 4,532,097
Service on debt limit	\$ 960,458	\$ 929,163
Service on debt	<u>(253,697)</u>	<u>(145,102)</u>
Total service on debt limit remaining	\$ 706,761	\$ 784,061

The debt limit is calculated at 1.5 times revenue of the Town (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be a financial risk if further debt is acquired. The calculation taken alone does not represent the stability of the Town. Rather, the financial statements must be interpreted as a whole.

10. CREDIT FACILITY

The Town has a demand credit facility with its financial institution for a maximum amount of \$800,000 bearing interest at 2.20%. No amounts were drawn as at December 31, 2022 or 2021.

11. CONTINGENCY

The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of membership, the Town could become liable for its proportionate shares of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

12. SEGMENTED INFORMATION

The Town provides a range of services to its citizens. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1. For additional information see the Schedule of Segmented Disclosure (Schedule 4).

13. CONTRACTUAL OBLIGATIONS

The Town has entered into a waste collection service agreement for the period March 1, 2022 - February 28, 2027. The estimated cost of these services is approximately \$200,000 annually. For 2023 and ensuing years, the base rate shall be adjusted by multiplying the 2022 base rate by a fixed cost of living adjustment of 3.0%.

TOWN OF LAMONT
Notes to Financial Statements
December 31, 2022

14. UTILITY FRANCHISE AGREEMENTS

Disclosure of utility franchise agreement annual revenues as required by Alberta Regulation 313/2000 is as follows:

	<u>2022</u>	<u>2021</u>
Atco Gas	\$ 215,982	\$ 174,595
Fortis Alberta Inc.	90,163	85,372
	\$ 306,145	\$ 259,967

15. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Town officials, the Town Chief Administrative Officer and designated officers are required by Alberta Regulation 313/2000 is as follows:

	<u>Salary (1)</u>	<u>Benefits (2)</u>	<u>2022</u>	<u>2021</u>
Mayor Perrin	\$ 17,487	\$ -	\$ 17,487	\$ -
Mayor Skinner	-	-	-	14,290
Councillors				
Taylor	9,648	-	9,648	9,648
Harvey	9,648	-	9,648	9,648
Koroluk	9,648	-	9,648	9,648
Foulds	9,648	-	9,648	9,648
Holowaychuk	9,648	-	9,648	1,764
Sieker	9,648	-	9,648	1,764
Perrin	-	-	-	11,081
	\$ 75,375	\$ -	\$ 75,375	\$ 67,491
Chief Administrative Officers (2)	\$ 135,102	\$ 19,544	\$ 154,646	\$ 135,034
Deputy Chief Administrative Officer	\$ 63,006	\$ 10,914	\$ 73,920	\$ 93,396
Municipal Assessor - Tanmar Consulting Inc.	\$ 21,609	\$ -	\$ 21,609	\$ 18,570

(1) Salary includes regular base pay, bonuses, overtime lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

(3) Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

16. LOCAL AUTHORITIES PENSION PLAN

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the *Public Sector Pension Plans Act*. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenses in the year in which they become due.

The Town is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 12.80% on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 7.45% of pensionable earnings up to the year's maximum pensionable earnings and 11.80% on pensionable earnings above this amount.

Total current service contributions by the Town to the LAPP in 2022 were \$81,481 (2021 - \$82,996). Total current service contributions by the employees of the Town to the LAPP in 2022 were \$72,557 (2021 - \$74,812).

At December 31, 2021, the Plan disclosed an actuarial surplus of \$11.922 billion (2020 - \$4.961 billion surplus).

17. BUDGET FIGURES

The 2022 budget data presented in these financial statements is based on the operating and capital budgets approved by Council on April 26, 2022. The chart below reconciles the approved financial plan to the figures reported in these financial statements.

	<u>2022 Budget</u>	<u>2022 Actual</u>
Annual surplus (deficit)	\$ (545,642)	\$ (128,167)
Amortization expense	929,300	933,443
Repayment of long-term debt	(130,408)	(130,408)
Long-term debt issued	1,536,063	1,536,063
Purchase of tangible capital assets	(3,331,084)	(3,254,291)
Net transfers (to) from reserves	1,420,773	871,000
Other	120,998	-
	<u>\$ -</u>	<u>\$ (172,360)</u>

18. FINANCIAL INSTRUMENTS

The Town is exposed to various risks through its financial instruments and has a risk management framework to monitor, evaluate and manage these risks. The Town is not exposed to significant interest, currency, credit, liquidity, market, or other price risk except as follows:

Credit risk

The Town is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of customers minimizes the Town's credit risk.

Interest rate risk

The Town is exposed to interest rate price risk as the long term debt bears interest at fixed interest rates, while the Guranteed Investment Certificates earn interest at fixed interest rates. Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in interest rates.



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

AGENDA ITEM: 4.1

COUNCIL MEETING DATE:
March 28, 2023

ITEM DESCRIPTION OR TITLE
2022 AUDITED FINANCIAL STATEMENTS

RECOMMENDATION

THAT Council approve the 2022 Audited Financial Statements.

BACKGROUND

Metrix LLP conducted the audit of the Financial Statements for the year ending December 31, 2022.

This report is a legislated requirement, as indicated within the *Municipal Government Act* (MGA), which typically requires municipalities to submit an annual report to the Minister by May 1 of each year.

COMMUNICATIONS

Once approved, the 2022 Audited Financial Statements will also be made public by posting it on the website and submitting it to the Minister.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Section 276 of MGA

ATTACHMENTS

Draft 2022 Audited Financial Statements (see attachment in agenda item 2.1)

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:



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

AGENDA ITEM:

4.2

COUNCIL MEETING DATE:
March 28, 2023

ITEM DESCRIPTION OR TITLE
TAX RECOVERY AUCTION REPORT

RECOMMENDATION

THAT Council direct Administration to pursue the sale of land at no less than fair market value with a local realtor.

BACKGROUND

The Town held a Tax Recovery Auction on March 23, 2023. The following is an update as to the auction and the status of the property that was not sold.

COMMUNICATIONS

The auction included one (1) property. No bids were received on the said property that was offered for sale.

Since the auction, the Town has not received any updated information on the property roll #20400, described as Plan 499R, Block 1, Lot 7-8. The owner has not made payment, nor entered into a payment arrangement regarding their property.

Since the property has not been sold, the Town may become the owner of the parcel after the public auction. If the Town chooses to become the owner of the property it must cancel the existing title and issue a new title in the Town’s name.

The Town pursuant to sections 424 to 428 of the MGA may dispose of the land by:

- 1) Selling the property;
- 2) Leasing the property; or
- 3) Keep the property for municipal use by depositing to a municipal account that is established solely for the purpose of depositing money from the sale or disposition, of an amount of money equal to the price at which the municipality would be willing to sell the parcel.
 - 3.1) If no application is made under section 428 of the MGA within the 10-year period, the municipality may, for any purpose, use the money deposited in accordance with section 427 that remains undistributed.

Administration recommends listing the property for sale at no less than fair market value once the land title registration is complete. The 2023 assessed value is \$30,700.



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

IMPLICATIONS OF DECISION

Supports sound municipal practice.

FINANCIAL IMPLICATIONS

Provides a mechanism to recoup outstanding taxes and contribute to a future tax base.

POLICY AND/OR LEGISLATIVE REFERENCES

MGA sections 424 to 428.

ATTACHMENTS

N/A

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

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



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

AGENDA ITEM: 4.3

COUNCIL MEETING DATE:
March 28, 2023

ITEM DESCRIPTION OR TITLE

Policing Analysis

RECOMMENDATION

THAT Council determine the appropriate course of action.

BACKGROUND

Royal Canadian Mounted Police (RCMP)

The RCMP works out of over 700 detachments in 150 communities across the country. While also providing policing services in more than 600 Indigenous communities. They work coast-to-coast-to-coast, at the community, provincial, territorial and federal levels to:

- prevent crime
- enforce the law
- investigate offences
- keep Canadians, and their interests, safe and secure
- assist Canadians in emergency situations/incidents

Alberta Sheriffs

Sheriffs are dedicated to promoting safe and resilient communities. They perform a wide range of activities in collaboration with other law enforcement and policing partners in Alberta.

There are 5 types of sheriffs in the province:

- law courts / legislature – transport inmates and ensure the safety of those in courthouses and at the legislature.
- communications – track sheriff units across the province; monitor surveillance equipment and inform response agencies of emergencies.
- surveillance – gather evidence of criminal activity and investigate specific property-related complaints.
- traffic – enforce traffic safety laws, investigate collisions and conduct commercial vehicle inspections.
- fish and wildlife – responsible for wildlife and fisheries enforcement work in the province (learn how to become a fish and wildlife officer).



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

COMMUNICATIONS

TBD

IMPLICATIONS OF DECISION

TBD

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

2023 – 2027 Strategic Plan: Safety and Wellbeing - Goal: 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: 4.4

**COUNCIL MEETING DATE:
March 28, 2023**

ITEM DESCRIPTION OR TITLE

Bylaw 07/23, Intermunicipal Subdivision and Development Appeal Board

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 07/23, Intermunicipal Subdivision and Development Appeal Board.
2. **THAT** Council give second reading to Bylaw 07/23, Intermunicipal Subdivision and Development Appeal Board.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 07/23, Intermunicipal Subdivision and Development Appeal Board.
4. **THAT** Council give third reading to Bylaw 07/23, Intermunicipal Subdivision and Development Appeal Board.

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 Bylaw 07/23 Intermunicipal Subdivision and Development Appeal Board was created.

COMMUNICATIONS

If approved, the Intermunicipal Subdivision and Development Appeal Board Bylaw will be posted on the website.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Municipal Government Act (MGA)



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

ATTACHMENTS

07/23, Intermunicipal Subdivision and Development Appeal Board

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:".

**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA,
TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT
APPEAL BOARD FOR THE TOWN OF LAMONT**

WHEREAS Section 627 of the *Municipal Government Act* authorizes a municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board;

AND WHEREAS the agreement must provide for the function, duties, procedures and conduct of the intermunicipal subdivision and development appeal board and its members;

AND WHEREAS the Council of the Town of Lamont deems it necessary to establish an intermunicipal subdivision and development appeal board to hear subdivision and development appeals within the municipal boundaries:

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

1. BYLAW TITLE

- 1.1 This Bylaw is known as “Intermunicipal Subdivision and Development Appeal Board Bylaw”.

2. ESTABLISHMENT

- 2.1 The Council of the Town of Lamont is hereby authorized to enter into an agreement with Lamont County to establish an Intermunicipal Subdivision and Development Appeal Board and provide for the following:
- i. The hearing of subdivision and development appeals within the boundaries of the municipality;
 - ii. The function and duties of the Intermunicipal Subdivision and Development Appeal Board, and;
 - iii. The procedure and conduct of the Intermunicipal Subdivision and Development Appeal Board and its members.

3. INELIGIBILITY

- 3.1 Councillors, Town employees and members of a municipal planning commission are ineligible as members of the Intermunicipal Subdivision and Development Appeal Board.

**TOWN OF LAMONT
BYLAW 07/23**



4. SEVERABILITY

4.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.

5. EFFECTIVE DATE

5.1 That this Bylaw shall come into force and take effect upon the date of third reading and is duly signed.

READ A FIRST TIME THIS _____ DAY OF _____, 20____.

READ A SECOND TIME THIS _____ DAY OF _____, 20____.

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

Date signed



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

AGENDA ITEM: 4.5

COUNCIL MEETING DATE:
March 28, 2023

ITEM DESCRIPTION OR TITLE

Bylaw 05/23, Tax Installment Payment Plan Bylaw

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 05/23, Tax Installment Payment Plan Bylaw.
2. **THAT** Council give second reading to Bylaw 05/23, Tax Installment Payment Plan Bylaw.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 05/23, Tax Installment Payment Plan Bylaw.
4. **THAT** Council give third reading to Bylaw 05/23, Tax Installment Payment Plan 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 05/23, Tax Installment Payment Plan Bylaw has been completed.

COMMUNICATIONS

If approved, the Tax Installment Payment Plan Bylaw will be posted on the website.

IMPLICATIONS OF DECISION

If Bylaw 05/23 is enacted, Bylaw 07/20 is repealed.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Municipal Government Act (MGA)

ATTACHMENTS

Bylaw 05/23, Tax Installment Payment Plan 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 AUTHORIZE THE REGULATION AND COLLECTION OF A MONTHLY
INSTALLMENT PLAN IN THE TOWN OF LAMONT**

WHEREAS Section 340 of the *Municipal Government Act*, R.S.A. 2000 C.M.-26 and amendments thereto authorizes Council by bylaw to provide for payment of taxes by installments;

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

1. BYLAW TITLE

1.1 This Bylaw is known as “Tax Installment Payment Plan Bylaw”.

2. DEFINITIONS

2.1 Unless the context otherwise requires, or is otherwise defined herein, the words and phrases contained in this bylaw shall have the same meaning as in the MGA. In this bylaw:

- a. “Act” means the *Municipal Government Act*, RSA 2000, c.M-26.
- b. “Council” means the Council of the Municipality of the Town of Lamont.
- c. “Municipality” means the Town of Lamont.
- d. “Plan” means the Tax Installment Payment Plan (TIPP).
- e. “Tax” or “Taxes” includes property taxes, local improvement taxes and all other taxes or charges lawfully imposed pursuant to the MGA or any other statute of the Province of Alberta.
- f. “Taxpayer” means a person liable to pay taxes:
 - i. who is the owner of property in the Town of Lamont; or
 - ii. who is an individual identified on a Land Titles Certificate.

3. GENERAL PROVISIONS

3.1 A Taxpayer may elect to pay their property taxes in monthly installments by pre-authorized transfer of funds from their bank account, rather than a single tax payment.

**TOWN OF LAMONT
BYLAW 05/23**



- 3.2 The Plan shall include monthly installments and shall not be subject to any tax penalties or discounts except as otherwise stated in this Bylaw.
- 3.3 A Taxpayer may apply to the Plan prior to December 31st of any year, to pay the taxes payable by the taxpayer for the following year, pursuant to the Plan.
- 3.4 A Taxpayer may apply to the Plan up to **March 15th** of the current year provided that a prorated portion of the taxes are paid in advance.
- 3.5 Taxpayers who wish to participate in the Plan shall:
 - i. Complete the prescribed Application form;
 - ii. Provide a 'VOID' cheque or financial institution form;
 - iii. Pay all tax arrears from previous years; and
 - iv. Pay all penalties.
- 3.6 If a monthly installment payment is defaulted by the Taxpayer, the Taxpayer will be responsible for any fees or administrative charges in accordance with the current Fees and Charges Bylaw.
- 3.7 If two (2) monthly installment payments are defaulted by the Taxpayer **within a six (6) month period**, the plan will be cancelled, and all taxes shall become due and payable within thirty (30) days and shall be subject to the penalty provisions which are typically calculated for unpaid taxes.
- 3.8 Taxpayers may cancel the Plan at any time upon fifteen (15) days written notice. All taxes shall then become due and payable.
- 3.9 It is the Taxpayer's responsibility to notify the Town, in writing, if they sell the property, change banks or bank accounts, or make any other changes that would affect the plan. If the taxpayer withdraws from the plan all unpaid taxes become due and payable within thirty (3) days and are subject to penalties in accordance with the Tax Penalty Bylaw.

4. SEVERABILITY

- 4.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.

TOWN OF LAMONT
BYLAW 05/23



5. TRANSITIONAL

5.1 That Bylaw 07/20 is hereby repealed.

6. EFFECTIVE DATE

6.1 That this Bylaw shall come into force and take effect upon the date of third reading and is duly signed.

READ A FIRST TIME THIS _____ DAY OF _____, 20_____ .

READ A SECOND TIME THIS _____ DAY OF _____, 20_____.

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 20_____.

Mayor

Chief Administrative Officer

Date signed



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

AGENDA ITEM: 4.6

**COUNCIL MEETING DATE:
March 28, 2023**

**ITEM DESCRIPTION OR TITLE
Bylaw 04/23, Animal Control Bylaw**

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 04/23, Animal Control Bylaw.
2. **THAT** Council give second reading to Bylaw 04/23, Animal Control Bylaw.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 04/23, Animal Control Bylaw.
4. **THAT** Council give third reading to Bylaw 04/23, Animal Control 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.

COMMUNICATIONS

If approved, the Animal Control Bylaw will be posted on the website.

IMPLICATIONS OF DECISION

If Bylaw 04/23 is enacted, Bylaw 05/18 is repealed.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Municipal Government Act (MGA)

ATTACHMENTS

Bylaw 04/23, Animal Control Bylaw
Animal Control Bylaw SCHEDULE A

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 PROVIDE FOR THE LICENSING, REGULATING AND CONFINEMENT OF
DOGS, CATS AND DOMESTIC PETS WITHIN THE TOWN OF LAMONT.**

WHEREAS under provisions of the Municipal Government Act, being chapter M-26, Section 145 of the RSA 2000 or thereof amended, Council may pass bylaws for the purpose of controlling animals within the Town of Lamont.

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

1. BYLAW TITLE

1.1 This Bylaw is known as “Animal Control Bylaw”.

2. DEFINITIONS

2.1 For the purposes of this Bylaw:

- a. “Act” means the *Municipal Government Act*” RSA 2000, c.M-26.
- b. “Animal Control Officer” means any person or persons, including the Bylaw Enforcement Officer, authorized by the Town to enforce any provisions of this Bylaw;
- c. “Animal Shelter” means the premises for impounding and caring for captured dogs;
- d. “Controlled Confinement” means the confinement of an animal in a pen, cage or building or securely tethered in a manner that will not allow the animal to bite, harm or harass any person or animal;
- e. “Damage to Property” means damage to property other than the owner’s property or permitted property, and includes defecating or urinating on such property;
- f. “Domestic Animal” means an animal, **excluding dogs, which is normally kept inside a dwelling. Domestic Animal includes cats, parrots, and other similar-sized animals, but does not include livestock or poultry.**
- g. “Dwelling Unit” means a self-contained living premises with cooking, eating, living, sleeping and sanitary facilities for domestic use of one or more individuals;

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- h. “Guard Dog” means a dog trained to patrol privately owned property, whether to not accompanied by its owner, for the purpose of protecting the property;
- i. “Guide Dog” means a dog trained as a guide for a blind person and identified on an identification card issued by the Canadian national Institute for the Blind;
- j. “Kennel” means any place owned by any person, group of persons, or corporation engaged in the commercial business of breeding, buying, selling or boarding animals of any kind;
- k. “Owner” means any person owning, possessing or having the charge or control over a domestic animal or dog. A domestic animal or dog may have more than one (1) owner;
- l. “Owner’s Property” means any property in which the owner of an animal has a legal interest or has been given control or use of the property by the legal owner;
- m. “Permitted Leash” means a leash no longer than two meters and adequate to restrain the attached dog;
- n. “Permitted Property” means private property where the owner of a dog has the express permission to allow the dog to be on;
- o. “Public Property Area” means all property owned by or under the control and management of the Town and located within the Town limits;
- p. “Running/Run at Large” means where a dog is at any place other than the owner’s property or permitted property and is not being carried, restrained by a permitted leash or if it is difficult for a person to restrain the dog with a permitted leash. The phrase “running at large” shall be synonymous with “at large”;
- q. “Secure and Locked Pen” means an enclosure with a secure top and sides and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of thirty-five (35) centimeters;
- r. “Serious Wound” means an injury resulting from a dog bite, which causes the skin to be broken, or the flesh to be torn;
- s. “Support Dog” means a dog trained to perform quantifiable tasks that directly ease the challenges associated with their owner’s physical, psychiatric, sensory, emotional, and/or developmental disability.

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- t. "Tranquilizer Gun" means a pistol of Kap-Chur or similar manufacture capable of propelling a dart containing a drug approved by a qualified veterinary surgeon; and
- u. "Vicious Dog" means any dog which:
 - i. shows a propensity, disposition or potential to attack or injure, without provocation, humans or other animals;
 - ii. is a continuing threat of serious harm to humans or other animals;
 - iii. without provocation, chases any person in a threatening manner;
 - iv. has inflicted a serious wound upon a human or another animal without provocation;
 - v. is deemed to be dangerous by a Justice under the provisions of the *Dangerous Dogs Act* RSA 2000, Chapter D-3 and amendments thereto;
 - vi. is owned or harbored for the purpose of dog fighting;
 - vii. is a guard dog.

3. LICENSING REQUIREMENTS

- 3.1 No person shall own, keep or harbor any dog over the age of six (6) months unless the dog is licensed.
- 3.2 The owner of every dog shall obtain a dog license **by purchasing a yearly license by February 28 of each year or by purchasing a lifetime license. If a yearly license is not purchased by February 28 penalties will apply as per Schedule "A".**
- 3.3 Where a dog is deemed to be a vicious dog, the owner shall be required to obtain a vicious dog license.
- 3.4 After **February 28**, the owner of a dog must obtain a license within 15 days of obtaining possession of a dog or moving into Town.
- 3.5 **If a dog is obtained or moved into Town after October 1 of the current year, the yearly license fee will be pro-rated.**

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- 3.6 An owner of any unlicensed dog over the age of six (6) months is guilty of an offence.
- 3.7 In any prosecution or proceeding for a contravention of Section 3.1, the burden of proof as to the age of the dog or that person charged is not the owner of the dog shall rest upon the person charged.

4. APPLICATION

- 4.1 When applying for a license, the owner shall provide all information that the animal control officer considers necessary.
- 4.2 The animal control officer may, in his discretion:
 - i. reject the application; or
 - ii. approve the application, with or without any conditions relevant to the presence of the dog.
- 4.3 The owner shall pay the appropriate license fee as set out in the Town of Lamont Fee Schedule **and/or Schedule "A"**.
- 4.4 Any person who provides false or misleading information with respect to Section 4.1 is guilty of an offence.

5. LICENSE

- 5.1 A license is not transferable from one dog to another or from one owner to another.
- 5.2 No person is entitled to a refund or a rebate for any license fee.
- 5.3 Every license shall expire on December 31st in the year in which it was issued.
- 5.4 The animal control officer may revoke a license if:
 - i. the applicant fails to comply with the conditions of the license;
 - ii. the license was issued on the basis of incorrect information or misrepresentation by the applicant;
 - iii. the license was issued in error;
 - iv. the owner breaches a provision of this Bylaw.

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6. LICENSE TAG

- 6.1 If the application is approved, the owner will be supplied with a license tag that will have a number registered to that dog.
- 6.2 If a dog is deemed to be a vicious dog, the owner will be supplied with a vicious dog license tag.
- 6.3 The license tag or vicious dog license tag is to be securely fastened to a choke chain, collar or harness and worn by the dog at all times that the dog is not on the owner's property or permitted property.
- 6.4 If it is not possible to securely fasten the license tag to a dog, the owner shall carry the tag with him.
- 6.5 The owner may replace a license tag that has been lost upon payment of the license tag replacement fee as set out in Schedule A.
- 6.6 An owner of a licensed dog is guilty of an offence if the dog is not wearing or the owner is not carrying a license tag as required under Sections 6.3 and 6.4.

7. LICENSING - VICIOUS DOGS

- 7.1 If a dog is deemed to be a vicious dog, the owner of the dog shall have the dog tattooed, to the satisfaction of the animal control officer, identifying the dog as being a vicious dog.
- 7.2 As a condition of obtaining a vicious dog license, the owner shall provide proof of insurance providing third party liability coverage in the minimum amount of \$1,000,000.00.
- 7.3 The liability policy shall contain a provision requiring the issuer to immediately notify the Town in writing should the policy expire, be cancelled or terminated.
- 7.4 Upon cancellation, expiry or termination of the liability policy, the vicious dog license is null and void.
- 7.5 An owner of a vicious dog that is not tattooed is guilty of an offence.
- 7.6 An owner of a vicious dog who does not have liability insurance is guilty of an offence.
- 7.7 Sections 3.1 to 7.6, shall not apply to the following:
 - i. persons temporarily in the Town for a period exceeding four (4) weeks;

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- ii. holders of a valid development permit, issued pursuant to the land use bylaw, authorizing the operation of a kennel;
- iii. blind persons holding an identification card providing ownership of a guide dog for their use;
- iv. **person with a disability holding an identification card providing ownership of a support dog for their use;**
- v. persons caring for a dog for a period of no longer than thirty (30) days, once per year, where the owner of the dog resides outside the Town.

8. DOGS

- 8.1 No dog shall run at large.
- 8.2 No dog shall bark or howl or make any other noise thereby disturbing the quiet or repose of any person.
- 8.3 No dog shall cause damage to property other than the owner's property or permitted property.
- 8.4 No dog shall:
 - i. bite, attack, threaten, harass, bark at, chase, kill or injure any person;
 - ii. bite, attack, threaten, harass, bark at, chase, kill or injure any other animal belonging to other persons; or
 - iii. bite, bark at, or chase any vehicle.
- 8.5 The owner of a dog is guilty of an offence if his dog is in contravention of Section 8.1 to 8.4.
- 8.6 Despite Section 8.6, an owner is not guilty of an offence if his dog threatens, chases, attacks or bites:
 - i. a trespasser on the property where its owner resides, or in the case of a guard dog, a trespasser on the property being patrolled by the dog; or
 - ii. a person who is physically abusing or teasing the dog.
- 8.7 Town Council may designate areas where dogs are prohibited.

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- 8.8 An owner whose dog is in a prohibited area is guilty of an offence regardless of whether or not such dog is at large.
- 8.9 Town Council may, by resolution, designate off leash areas.

9. OWNERS

- 9.1 A dwelling unit shall not house more than three (3) dogs older than 6 months at any one time.
- 9.2 If a dog defecates on property other than the owner's property or permitted property, the owner shall cause such defecation to be removed immediately and disposed of in a sanitary manner.
- 9.3 Section 9.2 does not apply to a blind owner of a guide dog, or a blind person being assisted by a guide dog.
- 9.4 The owner of any property where a dog is allowed to be shall maintain the property in a clean, sanitary and inoffensive condition at all times.
- 9.5 An owner of a female dog shall keep it housed and confined in a building or kennel during the entire period such female dog is in heat except that the female dog may be allowed outside any such building or kennel for a reasonable period for the sole purpose of defecation on the owner's property or permitted property.
- 9.6 The owner of a dog shall notify the animal control officer when his dog has inflicted a serious wound on a person.
- 9.7 The occupant of a dwelling unit that houses more than three (3) dogs over the age of six (6) months is guilty of an offence.
- 9.8 The owner of a dog that contravenes sections 9.2, 9.4, 9.6 is guilty of an offence.

10. VICIOUS DOGS

- 10.1 The owner of a vicious dog shall not allow the vicious dog to be on any public property, unless the vicious dog is:
 - i. muzzled;
 - ii. on a permitted leash; and

**TOWN OF LAMONT
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- iii. under the effective control of the owner or someone over the age of sixteen (16) years acting with the authority of the owner.
- 10.2 Section 10.1(i) and 10.1(ii) do not apply where the vicious dog is confined within a secure and locked pen, or in a building or enclosure in attendance at a bona fide dog show.
- 10.3 At all times while a vicious dog is on the owner's property or permitted property, the owner shall:
- i. keep the dog confined indoors, or, confined in a secure and locked pen capable of preventing the entry of young children; or
 - ii. shall not allow the dog to be outdoors or out of a secure and locked pen unless the dog is on a permitted leash and under the effective control of the owner or someone over the age of sixteen (16) years acting with the authority of the owner.
- 10.4 Section 10.3 shall not apply in the case where a guard dog is actively engaged in patrolling privately owned, non-residential property.
- 10.5 Where a dog is deemed to be a vicious dog, the owner of such dog shall:
- i. post signs on his or her premises alerting the public that a vicious dog is located on said premises;
 - ii. not breed or sell such dog within the town; and
 - iii. notify the animal control officer should the dog become at large.
- 10.6 The owner is guilty of an offence if he or the dog is in contravention of Sections 10.1 to 10.5.
- 10.7 When the animal control officer determines that a dog is a vicious dog, he shall in writing:
- i. inform the owner that the dog has been determined to be a vicious dog;
 - ii. require the owner to keep the dog in accordance with this bylaw respecting vicious dogs;
 - iii. inform the owner that, if the dog is not kept in accordance with the provisions of this bylaw, the owner will be fined, or subject to enforcement action pursuant to this bylaw.

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BYLAW 04/23**

11. CONTROL OF DOMESTIC ANIMALS

- 11.1 No dwelling unit is permitted to own or keep more than **two (2) domestic animals.**
- 11.2 Any person keeping birds or rabbits shall keep them in one or more secure and locked pens and kept in a clean and sanitary condition. The pens may not be closer than one and one half (1 1/2) meters from the nearest property boundary, **if outside.**
- 11.3 Any person keeping snakes pursuant to this part shall keep the same in one or more secure enclosures.
- 11.4 **No cat shall run at large.**
- 11.5 The owner of a domestic animal is guilty of an offence if he is in contravention of Sections 11.1 to 11.4.

12. GENERAL PUBLIC

- 12.1 No person shall tease, torment, annoy, abuse or injure any animal.
- 12.2 No person shall untie, loosen or otherwise free an animal, which is not in distress unless the person has the owner's permission.
- 12.3 No person shall interfere with, hinder or impede and animal control officer in the performance of any duty authorized by this bylaw.
- 12.4 Any person who has received a serious wound from an animal shall notify the animal control officer.
- 12.5 Any person in contravention of Sections 12.1 to 12.4 is guilty of an offence.

13. POWERS OF ANIMAL CONTROL OFFICERS/BYLAW ENFORCEMENT OFFICERS

- 13.1 The animal control officer is authorized to order any person to comply with any section of this bylaw.
- 13.2 An animal control officer is authorized to capture and impound in the animal shelter, any dog that is at large.
- 13.3 The animal control officer is authorized to take such reasonable measures as are necessary to subdue any dog which is at large, including the use of

**TOWN OF LAMONT
BYLAW 04/23**

tranquillizer equipment and materials. If any such dog is injured, it may be taken to a veterinarian for treatment.

- 13.4 If a vicious dog is not being kept in accordance with this bylaw, the animal control officer is authorized to:
- i. make a complaint pursuant to the *Dangerous Dogs Act* RSA 2000, Chapter D-3 for an order/direction that such dog be controlled or destroyed;
 - ii. make an application pursuant to the *Municipal Government Act* RSA 2000, Chapter M-26 for an order directing that such dog be controlled in accordance with this bylaw or be removed from the Town.
- 13.5 The animal control officer is authorized to place any animal under controlled confinement.
- 13.6 An animal control officer is authorized to investigate any complaints arising from the keeping of domestic animals.
- 13.7 Where the animal control officer determines that:
- i. birds, rabbits, or snakes are not being kept in accordance with this bylaw;
 - ii. the said birds or rabbits have caused damage to the property of another person;
- the animal control officer may order the owner of said birds, rabbits or snakes to comply with this bylaw or to restrain, dispose of, or destroy the animal.
- 13.8 Any person who failed to comply with an order of the animal control officer is guilty of an offence.

14. IMPOUNDMENT

- 14.1 An impounded dog may be kept in the animal shelter for a period of no less than seventy two (72) hours. Sundays and statutory holidays shall not be included in the calculation of the seventy two (72) hour period.
- 14.2 During the seventy-two (72) hour period, any dog may be redeemed by its owner, except as otherwise provided in this bylaw, upon payment to the Town or its authorized agent of:
- i. the appropriate impoundment fee as set out in Schedule A;

**TOWN OF LAMONT
BYLAW 04/23**

- ii. the appropriate license fee when the dog is not licensed; and
 - iii. the cost of any veterinary treatment that is incurred.
- 14.3 If no license has been issued for the dog, or the conditions of the license have not been met, the animal control officer is not obliged to release the dog.
- 14.4 At the expiration of the seventy-two (72) hour period, the animal control officer is authorized to:
- i. offer the dog for sale, or for gift;
 - ii. destroy the dog in a humane manner;
 - iii. **take the dog to an animal humane society or equivalent;**
 - iv. allow the dog to be redeemed by its owner in accordance with section 14.2;
 - v. continue to impound the dog for any further period of time that the animal control officer decides.
- 14.5 The animal control officer shall report any apparent illness, communicable disease, injury or unhealthy condition of any impounded dog to a veterinarian and act immediately upon the veterinarian's recommendations.
- 14.6 No dog that a veterinarian determines should be destroyed can be redeemed.
- 14.7 No action for damages shall be taken against any person acting under the authority of this bylaw for destruction or disposal of a dog or domestic animal.

15. QUARANTINE

- 15.1 Any person who has received a serious wound and the owner of the dog who has inflicted the serious wound shall promptly report the dog to the animal control officer.
- 15.2 Upon demand by the animal control officer, an owner shall surrender for quarantine, a dog that has inflicted a serious wound or any animal that the animal control officer has reasonable and probably grounds to suspect of having been exposed to rabies.
- 15.3 No animal quarantined under section 81 shall be released except by written permission of a veterinarian.

**TOWN OF LAMONT
BYLAW 04/23**

- 15.4 The animal may be reclaimed by the owner if determined to be free of rabies and upon payment of confinement expenses and upon compliance with the licensing provisions if so required.
- 15.5 In the event of an outbreak or a threatened outbreak of rabies or any disease affecting any animal and which may be transmitted to human beings, Council may, by resolution, order and direct that all animals shall be kept securely tied up or shall be otherwise effectively confined.
- 15.6 Any animal found in contravention of section 15.5 may be impounded.
- 15.7 Any owner who fails to surrender an animal that has inflicted a serious wound or is suspected of being exposed to rabies is guilty of an offence.

16. RABIES

- 16.1 Any animal diagnosed as rabid or any animal bitten by an animal diagnosed as rabid shall be destroyed or treated by a veterinarian.
- 16.2 When an animal diagnosed as rabid or suspected of being rabid dies while under quarantine, the animal control officer shall immediately send the ~~head of such~~ animal to the appropriate health department for pathological examination and shall notify the Public Health Officer of human contacts and the diagnosis made of the suspected animal.
- 16.3 Except as provided in any other legislation, no person other than the animal control officer or a veterinarian shall kill, or cause to be killed, any rabid animal, any animal suspected of having been exposed to rabies, or any animal which has bitten a human.
- 16.4 No person shall remove any animal that is rabid or suspected of being rabid or has bitten a human from Town limits without permission from the animal control officer.
- 16.5 The carcass of any dead animal exposed to rabies shall be surrendered to the animal control officer upon demand.
- 16.6 Any person in contravention of sections 16.2 to 16.4 is guilty of an offence.
- 16.7 The animal control officer or a veterinarian shall direct the disposition of any animal found to be infected with rabies.

17. PENALTIES

TOWN OF LAMONT
BYLAW 04/23

- 17.1 Any person who contravenes any provision of this bylaw is guilty of an offence and is liable to a **penalty** as set out in Schedule A.
- 17.2 Despite Section 17.1, any person who commits a second offence or subsequent offence under this bylaw within (1) year of committing the first offence is liable to a **penalty** as set out in Schedule A.
- 17.3 Under no circumstance shall any person contravening any provision of this bylaw be subject to the penalty of imprisonment.
- 17.4 Where there has been a breach of this bylaw, an Animal Control Officer is authorized and empowered to issue a Violation Ticket pursuant to the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, as amended.
- 17.5 **Nothing in this Bylaw precludes an Animal Control Officer from laying charges under alternate legislation including, but not limited to, the *dangerous Dogs Act*, R.S.A. 2000, c. D-3 and the *Animal Protection Act* R.S.A. 2000, c. A-41.**
- 17.6 **Charges, conditions, or rulings under Provincial legislation including, but not limited to, the *Dangerous Dogs Act*, R.S.A. 2000 and the *Animal Protection Act* R.S.A. 2000 shall overrule similar sections of this Bylaw.**
- 17.7 Any changes to the **penalties** in Schedule "A" can be passed by a resolution of Council.

18. GENERAL

- 18.1 This Bylaw shall not apply to animals kept at any veterinary clinic or being securely transported within a motor vehicle to or from a veterinary clinic.
- 18.2 Should any section of this Bylaw be deemed invalid, then the section is severed, and the remaining Bylaw shall be maintained.
- 18.3 An applicant is responsible for and is not excused from ascertaining and complying with the requirements of any federal, provincial, or other municipal legislation, including the municipality's land use Bylaw. Where the keeping of the animals would not comply with any federal, provincial, or other municipal legislation, the animal control officer may refuse to issue a license.
- 18.4 Bylaw 05/18 is hereby repealed.
- 18.5 This Bylaw shall apply despite the presence of the animal in the municipality prior to the date of third reading.

**TOWN OF LAMONT
BYLAW 04/23**

18.6 That this Bylaw shall remain in force from the time of passing until amended or repealed.

19. EFFECTIVE DATE

19.1 That this Bylaw shall come into force and take effect upon the date of third reading and is duly signed.

READ A FIRST TIME THIS _____ DAY OF _____, 20____ .

READ A SECOND TIME THIS _____ DAY OF _____, 20____ .

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 20____ .

Mayor

Chief Administrative Officer

Date signed

Bylaw 04/23 Schedule "A"

SECTION	LICENSE FEE	FEE/LATE PENALTY
3.2	Dog License - Jan 1 - Feb 28	As per Fees & Charges Bylaw
3.2	Dog License - Mar 1 - June 30	Orig. Fee plus 25% late penalty
3.2	Dog License - July 1 - Sept 30	Orig. Fee plus 50% late penalty
3.2	Dog License - Oct 1 - Dec 31	Orig. Fee plus 75% late penalty
3.3	Vicious Dog License	\$100.00
SECTION	OFFENCE	PENALTY
3.5	Failure to obtain a dog license	\$100.00
3.5	Failure to obtain a vicious dog license	\$500.00
4.4	Providing false or misleading information about a dog for licensing purposes	\$100.00
6.6	Failure to ensure that a collar and license tag are worn when a dog is off the owners property or permitted property	\$100.00
	Failure to ensure that a collar and license tag are worn when a vicious dog is off the owners property or permitted property	\$150.00
7.5	Failure of an owner to have a vicious dog tattooed	\$100.00
7.6	Failure to produce proof of and maintaining a valid and subsisting liability insurance policy as required for a vicious dog license	\$250.00
8.1	Permitting a dog to be at large	\$100.00
	Permitting a vicious dog to be at large	\$750.00
8.2	Permitting a dog to bark or howl	\$150.00
8.3	Permitting a dog to damage a public property area or private property other than the owner's property or permitted property	\$250.00
8.4	If a dog bites or attacks a person or animal causing injury	\$500.00
	If a vicious dog bites or attacks a person or animal causing injury	\$1,500.00
8.7	Permitting a dog to be in an area where the presence of dogs is prohibited	\$100.00
9.1	Harboring more than three (3) dogs per dwelling unit	\$200.00
9.2	Failure to remove a dog's defecation from property other than the owner's property or permitted property	\$100.00
9.4	Failure to keep property in a clean, sanitary and inoffensive condition.	\$30.00/day
9.5	Failure to confine and house a female dog in heat	\$500.00
9.6	Failure to advise the authorities where a dog has inflicted a serious wound	\$100.00
10.1	Failure to muzzle or otherwise secure a vicious dog when off the premises of the Owner	\$1,000.00
10.3	Failure to confine a vicious dog when on the premises of the owner	\$500.00
10.5	Failure to post warning signs of a vicious dog on the premises	\$500.00

	Breeding or selling a vicious dog within the municipality	\$100.00
	Failure to advise authorities if a vicious dog becomes at large	\$500.00
11.1	Keeping any domestic animal contrary to this bylaw	\$30.00/day
	Keeping a greater number of domestic animals than permitted	\$30.00/day
11.4	Failure to confine domestic animals	\$100.00
12.1	Abusing, teasing, injuring an animal	\$200.00
12.2	Freeing an animal not in distress without the owner's permission	\$100.00 plus any related costs
12.3	Interference with the enforcement of this bylaw	\$100.00
12.4	Failure to report that a person has received a serious wound	\$100.00
13.8	Refusal of any person to comply with an order of an animal control officer	\$100.00
14	Impoundment fee	As determined by the operator of the facility
16.1	Failure of an owner to surrender an animal that has inflicted a serious wound or is suspected of being exposed to rabies	\$250.00
16.2	Failure to surrender the carcass of a dead animal exposed to rabies	\$100.00
16.3	Killing a rabid animal or an animal who has bitten a human	\$100.00
16.4	Removing a rabid animal or an animal who has bitten a human from Town limits	\$100.00
17.1	Second or subsequent offence within one (1) year	Double the amount of fine for first offence
	Any offence under this Bylaw for which a penalty is not otherwise provided	\$100.00



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 28, 2023

ELECTED OFFICIAL: Kirk Perrin

REPORT PERIOD, March 13, 2023 – March 24 ,2023

Boards and Committees:

- **Mar 20 – Governance & Priorities Meeting**
- **Mar 21- Governance & Priorities Meeting**

Town of Lamont Business:

- **Mar 22 – EIPS Meeting with Council**
- **Mar 20 – NAAGO – Meeting with MLA Shane Getson**
- **Mar 23 – NAAGO – Meeting with Minster Dreeshan**

Professional Development (Workshops & Conferences)

Lamont Functions and Events:

- **Mar 13 – CAO Review**
- **Mar 21 – Premier’s announcement in Mundare**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 28,2023

ELECTED OFFICIAL: Al Harvey

REPORT PERIOD: March 8-22, 2023

Boards and Committees:

- March 14 – Council Meeting
- March 20 – Governance and Priorities – Budget
- March 21 – Governance and Priorities - Budget

Items for Council Discussion:

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

Town of Lamont Business:

- March 21 – Provincial Announcement
- March 22 – Elk Island Public Schools

Professional Development (Workshops & Conferences):

- None

Lamont Functions and Events:

- March 15 – Servus Credit Union



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 28, 2023

ELECTED OFFICIAL: Jody Foulds

REPORT PERIOD: March 9, 2023 to March 23, 2023

Boards and Committees:

- **Governance and Priorities – March 20, 2023**
- **Governance and Priorities – March 21, 2023**
- **St. Michael Waste Commission – March 23, 2023**

Town of Lamont Business:

- **EIPS Board and Council Meeting – March 22, 2023**

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:

-



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 28, 2023

ELECTED OFFICIAL: Linda Sieker

REPORT PERIOD, March 13, 2023 – March 24 ,2023

Boards and Committees:

- **Mar 17 – Lamont County Housing Foundation All Day Planning**
- **Mar 27 – Lamont County Housing Foundation Meeting**
- **Mar 20 – Governance & Priorities Meeting**
- **Mar 21- Governance & Priorities Meeting**

Town of Lamont Business:

- **Mar 22 – EIPS Meeting with Council**

Professional Development (Workshops & Conferences)

Lamont Functions and Events:

- **Mar 13 – Parade Planning Meeting**
- **Mar 13 – CAO Review**
- **Mar 15 – Servus Credit Union – Open House**
- **Mar 17 – Ladies Hospital Auxiliary Tea**
- **Mar 23 – Elk Island Wild Awards Nite**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 28, 2023

ELECTED OFFICIAL: Colleen Holowaychuk

REPORT PERIOD: March 1-28, 2023

Boards and Committees:

March 13, 2023 - Lamont High School Meeting

- Both the Senior Boys and Girls Basketball Teams are the N.E Zone 2A Champions and both teams attended Provincials.
- A community member has made himself available to teach music to students. The school pays for the first three months of instruction and then students can continue their own lessons if they choose.
- 130 students have regularly been accessing the breakfast program. Any donations are always welcome.
- Fort Saskatchewan Food Bank has been donating snacks for students.

March 20, 21, 2023 – Governance and Priorities Meetings

Town of Lamont Business:

March 22, 2023 -Town Meeting with Elk Island Public School Board (Thank you to Lamont High School for arranging the dinner)

Professional Development (Workshops & Conferences):

N/A

Lamont Functions and Events:

March 2, 2023 – RCMP Town Hall, Lamont

CAO REPORT

FOR THE PERIOD ENDING March 22, 2023

HIGHLIGHTS:

March 9, 2023

- Office safety meeting
- Weekly meeting with Director of Operations.
- 2023 budget development.
- Meeting with CN.

March 13, 2023

- 2023 budget development.
- 2023 parade planning.

March 14, 2023

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

March 15, 2023

- JUPA review.
- Weekly meeting with Deputy CAO.

March 16, 2023

- Weekly finance meeting.
- 2023 budget development.
- Regional Fire Chief/Emergency Services meeting.

March 20, 2023

- Government and Priorities meeting.

March 21, 2023

- Government and Priorities meeting.

March 22, 2023

- Meeting with EIPS.

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A



Town of Vegreville/Municipal Enforcement
 6820 Hwy 16A W
 VEGREVILLE, ALBERTA T9C 0A7

T: 780-631-2810 | F: 780-632-2296
 muni-enforce@vegreville.com | www.vegreville.com

QUARTERLY REPORT January, February & March 2023

DATE: March 21, 2023

TO: Rick Bastow
 Chief Administrative Officer

From: CPO. Ken Podoborozny
 Municipal Enforcement Services Dept.

COMMUNITY STANDARDS

Snow Notice of entries issued to date:	0
Door knockers issued:	15
Notices to maintains snow/ice:	0

ANIMAL CONTROL

Dogs Barking:	4
Dogs Running at Large:	5
Owners having more than three dogs:	0
Dog bites:	0

PROVINCIAL STATUTES

CPO Podoborozny has conducted radar operation in the school zones and playground zones resulting in some verbal warnings being issued to drivers. Compliance by drivers regarding speeding in these locations has been very good. Throughout the community patrols have been made regarding stops signs, seatbelts, drivers stopping for buses with emergency lights on and stop arms activated has been excellent. Education to motorists has been a part of my duties during patrols.

Three complaints were received regarding snowmobiles driving in the park, or speeders in residential areas were received. Patrols are regularly being carried out in those areas.

Eighteen notices requesting vehicle owners who were in contravention of 72 hours parking were issued. Compliance was good, considering this was the first time issuing these notices.

Three complaints regarding parents parking in in the “No Parking Lanes” at the school and students stunting in the parking lot were received. Patrols are being routinely made to those locations. In addition, I have requested CPO Wright, Lamont County, to patrol those locations if he has time.

One property owner who repeatedly piled snow with a skid steer in front of his property and piled snow on town property was dealt with. The interaction with the homeowner was less than stellar, resulting in town staff hauling the snow away. To date he has not reoffended.

CPO Podoborzny has conducted three-foot patrols at the schools, time permitting. This has been a great interaction for students to become more familiar with enforcement officers and has been well received by the teachers and other staff members.

CPO Podoborzny routinely checks an abandoned building in the downtown corridor and the gazebo at the park for vandalism and forced entry. CPO Wright has also been asked to contact CPO Podoborzny if he notices any illegal activities in these area.

This is a breakdown of the complaints and statistics that we have compiled to date. Our main focus in the summer months will be property cleanups and grass cutting.

Should you require further information or clarification, please contact me at 780-632-9954.

Respectfully

CPO. Ken Podoborzny
Municipal Enforcement Services Dept.

REQUEST FOR DECISION

REGULAR COUNCIL MEETING AGENDA

MEETING DATE: March 28, 2023

SUBJECT: Notice of Motion – Elk Island National Park Golf Course

RECOMMENDATION

THAT Council direct Administration on how to proceed.

BACKGROUND

“WHEREAS Elk Island National Park is currently conducting the public engagement part of its Management Plan, a document spanning the next ten years to provide “management priorities”, “long term vision”, “sets objectives for achieving the vision”;

And WHEREAS within the public engagement is a survey, and within the survey is a question related to the golf course;

And WHEREAS the golf course was closed for the previous season,

And WHEREAS it could be presented that due to the lack of a “proper” irrigation system and necessary water volumes that the operation of the golf course is quite difficult,

And WHEREAS the operation of the golf course over the years has been an important regional recreation asset, an option for youth development, and a destination for golfers of all ages in the region,

And WHEREAS according to a posting in the clubhouse, and the Stanley Thompson web site, the renowned golf course architect (of many famous golf courses including the ones in Jasper and Banff) had provided assistance to the Elk Island Golf Course,

NOW THEREFORE that the Council for the Town of Lamont, directs the Mayor to provide a letter to Elk Island National Park, copied to Parks Canada and our MP, outlining the importance of the retention of the golf course at Elk Island National Park with the development of proper infrastructure for its operation.”

PREVIOUS COUNCIL/COMMITTEE DIRECTIONS

Not applicable.

ANALYSIS/RATIONALE

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

Response Options/Alternatives

1. THAT Council direct Administration on how to proceed.

Relevant Statutes/Master Plans/Documents

Not applicable.

Legislative Authority

Bylaw 12-13 – Procedural Bylaw

STAKEHOLDER ENGAGEMENT/

COMMUNICATION Not applicable.

BUDGET/FINANCIAL IMPACT

Not applicable.

ATTACHMENTS

Not applicable.

CLOSED SESSION NOTICE

March 28, 2023

7.1 Intergovernmental Relations

(Advice from Officials)

- *FOIP Section 24 – Advice from Officials*

7.2 Recreation

(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."