

Council Package

May 9, 2023



Page left intentionally blank



**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
May 9, 2023**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

1.4. ADOPTION OF MINUTES

1.4.1. April 25, 2023 Council Meeting Minutes.....Page 1

2. DELEGATIONS

2.1. MOTION FOR ACCEPTANCE OF DELEGATION

3. CORRESPONDENCE

3.1. Go East of Edmonton News and Announcements.....Page 5

3.2. 2024 Northern Lights Library System Levy Info.....Page 8

3.3. Fort Air Partnership News Release – Annual Report.....Page 9

4. NEW BUSINESS

4.1. Bylaw 09-23, Utility Services BylawPage 12

4.2. Economic Development Week ProclamationPage 40

4.3. National Public Works Week Proclamation.....Page 41

5. REPORTS

5.1. Mayor & Council.....Page 43

5.2. CAOPage 45

5.3. Director Operations & Infrastructure.....Page 46

5.4. Finance.....Page 47

6. NOTICES OF MOTION

7. CLOSED SESSION.....Page 48

7.1. John S. Batiuk Regional Water Commission

7.2. Recreation

8. ADJOURNMENT



**Town of Lamont
April 25, 2023
Regular Meeting of Council**

PRESENT:	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	Dave Taylor	Councillor
	Perry Koroluk	Councillor
	Rick Bastow	Chief Administrative Officer
	Dawn Nielsen	Deputy 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

MOTION: 151/23 Councillor Koroluk: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes – April 11, 2023

MOTION: 152/23 Councillor Sieker: That the Minutes of the April 11, 2023 Council Meeting be accepted as presented.

CARRIED

b) Governance & Priorities Committee Meeting Minutes – April 6, 2023

MOTION: 153/23 Councillor Foulds: That the Minutes of the April 6, 2023 Governance & Priorities Committee Meeting be accepted as presented.

CARRIED

c) Governance & Priorities Committee Meeting Minutes – April 17, 2023

MOTION: 154/23 Councillor Taylor: That the Minutes of the April 17, 2023 Governance & Priorities Committee Meeting be accepted as presented.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- **Town of Tofield – Exemption of Newspaper from EPR Program Revisions**

MOTION: 155/23 Councillor Foulds: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

2023 Operating Budget

MOTION: 156/23 Councillor Harvey: That Council approve the 2023 Operating Budget as presented in Attachment 1, 2023 Operating Budget.

CARRIED

MOTION: 157/23 Councillor Taylor: That Council approve the 2023 Budget Summary and Details Report, which include Capital, Operation and Debenture Principal repayment, as presented in Attachment 2, 2023 Budget Summary and Details Report.

CARRIED

2023 3-Year Financial Plan

MOTION: 158/23 Councillor Harvey: That Council approve the 3-Year Financial Plan as presented.

CARRIED

2023 Proposed Taxation Bylaw

MOTION: 159/23 Councillor Harvey: That Council give first reading to Bylaw 08/23, Taxation.

CARRIED

MOTION: 160/23 Councillor Koroluk: That Council give second reading to Bylaw 08/23, Taxation.

CARRIED

MOTION: 161/23 Councillor Sieker: That Council give unanimous consent to proceed to third reading.

UNANIMOUSLY CARRIED

MOTION: 162/23 Councillor Foulds: That Council give third reading to Bylaw 08/23, Taxation.

CARRIED

School Zone Extension Update

MOTION: 163/23 Councillor Koroluk: That Council accept the School Zone Extension update as information.

CARRIED

Lamont Farmers' Market

MOTION: 164/23 Councillor Koroluk: That Council accept the Lamont Farmers' Market update as information.

CARRIED

Councillor Absence

MOTION: 165/23 Councillor Sieker: That Council accept Councillor Colleen Holowaychuk's absence at the April 25, 2023, Council meeting due to a personal commitment.

CARRIED

REPORTS:

Council Reports:

Mayor Perrin	Written report attached.
Councillor Taylor	Written report attached.
Councillor Harvey	Written report attached.

Councillor Koroluk Nothing to report.

Councillor Sieker Written report attached.

Councillor Foulds Written report attached.

MOTION: 166/23 Councillor Foulds: That Council accept the Council reports as presented.

CARRIED

Staff Reports:

CAO Written report attached.

MOTION: 167/23 Councillor Taylor: That Council accept the CAO report as presented.

CARRIED

NOTICES OF MOTION: None.

ADJOURNMENT: Mayor Perrin adjourned the meeting at 7:21 p.m.

Mayor

Chief Administrative Officer

Tourism Week Update – Announcements, News for Go East of Edmonton Regional Tourism

Dear Tourism Partners,

As it is Tourism Week across Canada, the importance of Tourism as a driver in our local economy cannot be understated. We are pleased to share this Spring 2023 Update as **Go East of Edmonton continues to be the leading organization** to drive growth for Tourism across the region.

Here are 10 Great Achievements for our Region in Tourism...



The New Go East of Edmonton Travel Guide Launches the week of May 1st.

The 2023 Guide will have the first events calendar since pre-covid plus many other changes and features. Demand is very high, as Testimonials have been coming in almost daily as people have been inquiring where they can get the new travel guide with many stating it is the **Best Travel Guide in Alberta!**

Once again we will be distributing 62,000 copies in over 1000 locations across Alberta including Calgary, Red Deer, Edmonton area plus key locations and visitor centres around Alberta, in addition to complete distribution in our area at key outlets. Check the website www.goeastofedmonton.com and follow us on social media for updates @goeastofedmonton.

The New and Improved Roadtrip Adventure Game launches June 1st.

This one of a kind project has **successfully brought thousands of people into the region every year**, with over \$100,000 of increased revenue generated annually. 2023 has all new stickers, a new gameboard, new prize categories to drive more traffic into the region. Plus we are developing a new feature similar to last years Savings pass where we will promote local businesses as you go to locations to drive more spending across the region. Every year we receive Tons of Testimonials from Travellers with on average over 90% who ate and shopped at local businesses in the region. Learn more at www.goroadtripgame.ca

Over \$250,000 recently applied for in Grant Projects to Develop, Promote and Support Tourism.

Since November 2022 we have applied for over \$250,000 in Grant projects for a combination of regional tourism development, marketing as well as training and support for local businesses, non profit organizations and communities. (Including Prairiescan-Tourism Relief Fund, NRED – Jobs and Economy, and Travel Alberta). We will also continue to seek out new funding for our strategic initiatives to continue our ongoing success to grow the visitor economy.

Go East Meetings and Training Events Support the Industry better than ever.

Recently over 150 different people from our communities and local businesses and organizations have attended our meetings and Training events. It's **another milestone of support** to the local tourism Industry as we have taken the lead to fill the void and bring back conference type of training for tourism operators that is no longer done by Alberta Tourism. Our meetings and training events helped and **supported over 100 businesses and organizations plus over 50 communities.**

November 2, 2022 - 10th Anniversary AGM was a Great success at Metis Crossing. Over 90 top decision makers and tourism operators people registered for the first regional tourism meeting after covid. In spite of the stormy winter road conditions nearly everyone attended making this the largest attendance ever for a tourism meeting.

Key Takeaways

Go East of Edmonton is the **most successful Tourism Organization (DMO) that has ever existed in the region**. Proven successful in promoting the 3 key areas of Northeast, East and Southeast of Edmonton. (Covering Northeast Lakeland and East Central Alberta) Now reaching over 500,000 active users of its marketing, while over a million people see advertising content about the region annually. After a decade of effective marketing and development, over 2 Million Dollars in Grants and contributions have been received and invested to support the region delivering an ROI of more than 3 to 1 for its Tourism Partners.



March 2023 Go East Business and Community Training Programs - a Great Help for Tourism.

Thanks to Prairescan funding we were able to create a Training program of Digital Marketing and other resources. We held workshops in 5 communities including a full day conference in Vegreville with 80 attendees registered. Very timely it was **the right training at the right time** to help businesses and communities get more prepared for the upcoming tourism season with speakers from Strong Coffee

Marketing. Feedback was described as excellent, **super helpful and a great job by the Go East Team**. Others commented how great the presentations were because it was more practical and useful than other training programs. **If you missed any of these key events and would like to know more** visit www.goeastofedmonton.com/go-east-team/2023-business-marketing-solutions-series/ or contact us at info@goeastofedmonton.com. Would your community be interested in hosting our training programs or Conference in the future? Let us know, as this is a good opportunity to support and assist your area tourism operators.

Collaboration and Partnerships for Growth with Top Organizations in Alberta.

Go East of Edmonton has many collaborations to help with Advocacy, support and partnerships in Alberta and across the region. While we regularly connect with *Travel Alberta* team members, Provincially, we are also a Member of *TIAA*, the Tourism Industry Association of Alberta, and attended the Feb 27-28 Alberta Tourism Advocacy Summit for insights, **resources and to learn about opportunities for our region**. On April 24 we attended the *Explore Edmonton* Tourism Week Townhall to connect us with key people in Edmonton tourism. We have collaborations with CDEA-Tourisme Alberta, Beaverhills Biosphere and many others, ensuring success in partnerships and ways to grow our local tourism economy.

Moving Forward on Strategic Initiatives and Tourism Development

2023 marks a step forward in our efforts for Tourism Development. **Many new content development and product development initiatives are underway.** Areas we have identified for tourism include:

- New Videos and Asset development
- Indigenous tourism, Ukrainian and other Cultural tourism
- Ag-tourism and Culinary Tourism Development
- Nature based tourism, Parks and Trails Development
- Continued Support and Training Programs for local Businesses and Organizations
- Continuing support for Roadtrip Adventures and itinerary development.

Do you need help or have an idea for tourism development in your community? – Contact us.

Total Users and Website Traffic Continues to grow over 500,000.

The Go East of Edmonton brand and efforts continues to work effectively, and in 2022 we saw our total users reach 500,000 people. As of right now our website traffic is up by nearly 17% year over year. Events and camping traffic is very high annually at over 100,000 views. Our team is busy doing website updates daily so be sure to keep in touch with us to add your events and update any and all pages for your community at www.goeastofedmonton.com. Mobile friendly and better than any other area website or app, **Thousands of people use Go East of Edmonton every day** to plan their trips and learn about events and continues to be the **#1 best resource for tourism in the region.** Our **Summer Digital Marketing Campaign** is starting now so keep in touch on ways we can help promote your community.

Social Media followers reaching 50,000 – Another Milestone.

2023 is shaping up to be a great year for us on Social media, as our total followers is nearing 50,000 people, while our annual reach is over 1 million people. Every day someone follows us. We have now started on Tik Tok as there are over 300,000 views of our hashtag #goeastofedmonton here at www.tiktok.com/@goeastofedmonton. Make sure you are following us at Facebook.com/GoEastofEdmonton, Instagram.com/GoEastofEdmonton

Be sure to always Tag us @goeastofedmonton, or #goeastofedmonton so we can get notifications.

Testimonials Continue to Increase and so do the Visitors.

We are continuing to receive testimonials from the visitors who come into the region or from the local businesses, organizations and communities. **Every year we receive more and more positive feedback** not just for the marketing but now also for the training programs and other development work we are doing. You can see a sample here www.goeastofedmonton.com/travel-guide/

People Make the difference as the Go East Team is constantly working year-round to grow Tourism.

Go East of Edmonton continues to support your community and businesses with a full team of the most experienced tourism marketing people and programs to grow the visitor economy in the region. Connect with us and our team members and we are pleased to continue to help and support you in 2023. Email us direct or to info@goeastofedmonton.com, or call us at 780-632-6191.



April 20, 2023

Dear Town of Lamont Mayor and Council.

On March 1, 2023, Minister Schulz of Municipal Affairs announced changes to funding for public libraries and library systems. These changes include using the [Municipal Affairs 2019 population numbers](#) to calculate the per capita grants.

Northern Lights Library System's agreement stipulates that we use the same population list to assess the membership levy that the provincial government uses to calculate the operating grant. Therefore, your population for purposes of the 2024 library system levy is **1774**.

The Board is scheduled to meet on August 25, 2023, to discuss the draft budget for 2024 and then on November 24, 2023, to vote on the budget. We anticipate continuing with a modest, predictable increase in the levy of 1.5%. Therefore, your anticipated 2024 levy will be **\$9,561.86**.

Sincerely,

Vicky Lefebvre

Board Chair | Northern Lights Library System

E executivechair@nlls.ab.ca | www.nlls.ab.ca



James MacDonald MLIS, DAS

Executive Director | Northern Lights Library System

E jmacdonald@nlls.ab.ca | www.nlls.ab.ca



CC: NLLS Representative, Colleen Holowaychuk



NEWS RELEASE

May 3, 2022

Fort Air Partnership 2022 Annual Report to the Community Released

Fort Air Partnership (FAP), the organization that monitors the air local residents breathe, released its 2022 Annual Report to the Community today.

Highlights

- The number of hours of air monitoring in 2022 was 55,611 hours. Of these hours, 94.9% were low-risk [Air Quality Health Index \(AQHI\)](#), and 4.8% were moderate-risk AQHI.
- Just over 0.2% of the hours monitored were high or very high-risk AQHI. Wildfire smoke most frequently contributed to high-risk and very high-risk Air Quality Health Index (AQHI) ratings measured at Fort Air Partnership’s monitoring stations in 2022. Meteorological conditions and temperature inversions were the second largest contributor to high or very high-risk AQHI.
- The FAP network for collecting and reporting on air quality data had a 99.2% uptime in 2022.
- The Town of Lamont Portable Air Monitoring Station Study wrapped up in 2022. This portable station was eventually moved to Newbrook, Alberta, and a continuous monitoring station is now permanently operating in the Town of Lamont.
- The Elk Island National Park Air Monitoring Project showed that campfires can lead to poorer evening air quality.
- FAP enhanced its social media presence, was part of a citizen random telephone survey, and the Fresh Air Experience contest was once again successful.

Refer to all of our news and reports in the Library section of www.fortair.org

Low-risk AQHI relatively static over the past five years

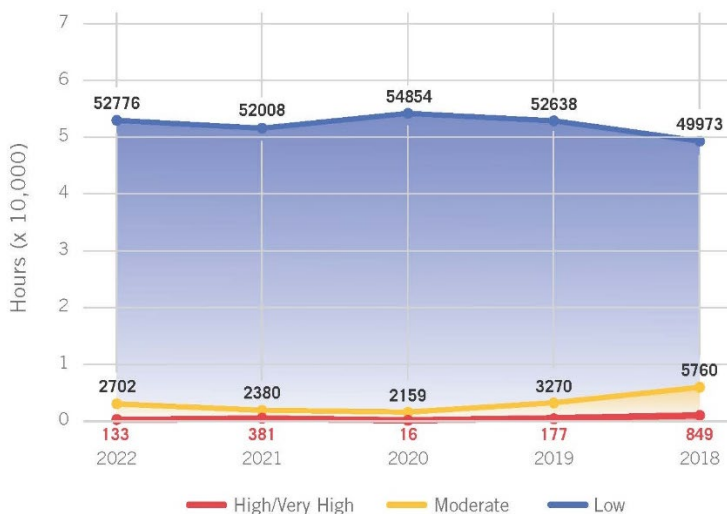
Although we shared this information in our last news release, we believe the information below is important to repeat.

As illustrated in the chart below, low-risk AQHI ratings in the FAP Airshed remain relatively static since 2019. The uptick in high and very-high-risk AQHI in 2021 was mainly due to wildfire smoke. (Chart attached also.)

Fort Air Partnership Annual Monitoring

Air Quality Health Index Readings (in hours)

(Results shared are historical data and do not represent or forecast trends.)



Click [here](#) for an online version of this news release.

Click [here](#) to view the 2022 Fort Air Partnership Annual Report to the Community.

-30-

Media inquiries:

Nadine Blaney, Executive Director

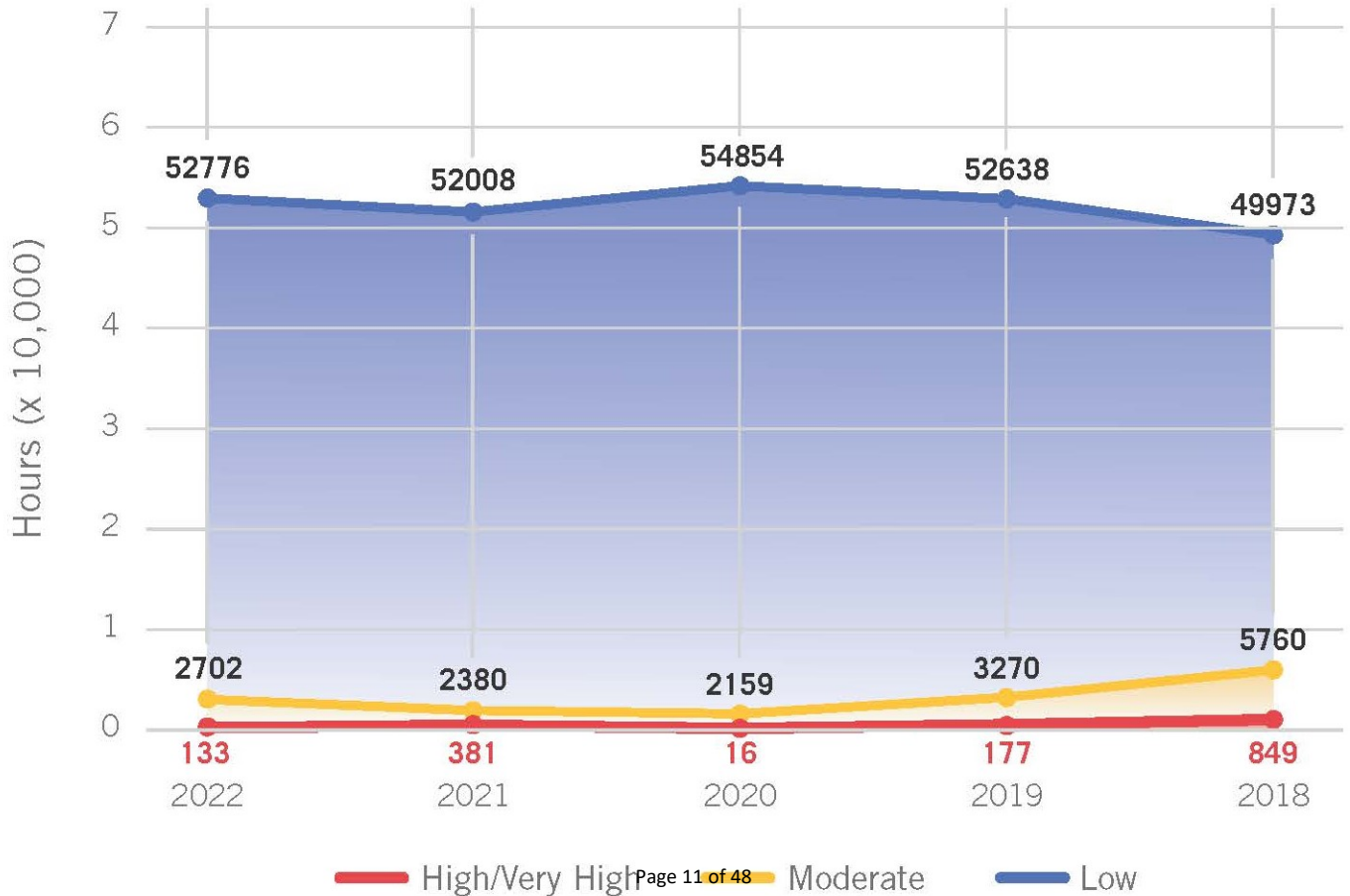


E-mail: Nadine.blaney@fortairmail.org

Fort Air Partnership Annual Monitoring

Air Quality Health Index Readings (in hours)

(Results shared are historical data and do not represent or forecast trends.)





TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.1

COUNCIL MEETING DATE:
May 9, 2023

ITEM DESCRIPTION OR TITLE

Bylaw 09/23, Utility Services Bylaw

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 09/23, Utility Services Bylaw.
2. **THAT** Council give second reading to Bylaw 09/23, Utility Services Bylaw.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 09/23, Utility Services Bylaw
4. **THAT** Council give third reading to Bylaw 09/23, Utility Services 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 09/23 Utility Services Bylaw has been completed.

Changes to the bylaw or existing procedures are highlighted in red. The following list identifies updates in Bylaw 09/23, Utility Services Bylaw.

- Updated Bylaw to new template with appropriate sections noted throughout.
- Added *Garbage Collection* to the purposes of the Bylaw.
- Added "Authorized Employee" in definitions.
- Alphabetized definitions.
- Recycle Bag definition updated.
- Section 3.14 updated.
- Section 5.3 was updated to remove dollar amounts.
- Sections 5.9 to 5.13 updated.
- Added Section 6. Turning on/off Water to clarify process.
- Updated Section 8.8 regarding associated fee

COMMUNICATIONS

If approved, the Utility Services Bylaw will be posted on the website.



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

IMPLICATIONS OF DECISION

If Bylaw 09/23 is enacted, Bylaw 09/19 is repealed.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Municipal Government Act (MGA)

ATTACHMENTS

1. Bylaw 09/23, Utility Services Bylaw
2. Bylaw 09/19 Utility Services Bylaw

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

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

**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA,
TO ESTABLISH REGULATIONS, RATES AND PENALTIES FOR WATER AND
SEWER UTILITY SERVICES **AND GARBAGE COLLECTION.****

WHEREAS the *Municipal Government Act* RSA 2000, C. M-26 and amendments thereto, permits the municipality to pass Bylaws regarding public utilities,

AND WHEREAS the Council of the Town of Lamont wishes to establish regulations, rates and penalties for water and sewer utility services **and garbage collection.**

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

1. BYLAW TITLE

1.1 This Bylaw is known as “Utility Services Bylaw”.

2. DEFINITIONS

2.1 For the purposes of this Bylaw:

- a. “Act” means the *Municipal Government Act*, RSA 2000, c M-26.
- b. “Account” means an agreement between an Owner and the Town of Lamont for the supply of Utility Services.
- c. “Account Holder” means the person named on a Utility Account.
- d. **“Authorized Employee” means any employee of the Town of Lamont authorized for the purpose of providing sewer or water service.**
- e. “Bylaw Enforcement Officer” means any persons authorized by the Town to enforce the bylaws of the Town.
- f. **“CAO” means the Chief Administrative Officer or other designate of the Town of Lamont as appointed by Council.**
- g. “CC”: means a curb cock, a flow control valve on a water service pipe located on or close to the property line, which is used to isolate the property’s water service from the rest of the Town’s water distribution system and allows the supply of water to a property.
- h. “Collection Service” means the curbside or roadside collection of garbage.

**TOWN OF LAMONT
BYLAW 09/23**



- i. “Collector” means the person or persons appointed by the Town for the purpose of collecting and disposing of garbage.
- j. “Commercial Facilities” includes stores, warehouses, commercial, industrial, institutional facilities, RV park and campground.
- k. “Compost Materials” means grass cuttings, garden refuse, leaves or other materials which are easily composted and shall include branches or tree limbs.
- l. “Council” shall mean the Council of the Town of Lamont.
- m. “Dwelling” means any building occupied for residential purposes.
- n. “Fee and Charges Bylaw” means the Town’s Fees, Rates and Charges for services provided by the Town and as amended from time to time.
- o. “Front Yard” that portion of the structure closest to the road.
- p. “Garbage” means wasted or spoiled food and other refuse or things that are considered worthless or meaningless, but does not include;
 - i. Liquid wastes, dead animals, discarded furniture, discarded automobile parts, tires, construction materials, appliances, stoves, fridges or compost materials.
- q. “Garbage Bin” means a metal container as provided by the collector that can be emptied by mechanical means.
- r. “Garbage Container” means a garbage cart as provided by the collector that can be emptied by mechanical means.
- s. “Owner” means any person who is registered under the Land Titles Act as the owner of the property.
- t. “Occupant” means any owner, lessee or tenant or any other person in charge of any building.
- u. “Occupied Property” means any commercial, institutional or residential property upon which a building exists and is in use. “Town” shall mean the Town of Lamont.
- v. “Town” shall mean the Town of Lamont.

**TOWN OF LAMONT
BYLAW 09/23**



- w. "Street Main" means the portion of land on which any sewer and/or water main is laid for the service of more than one service.
- x. "Sewer Service Line" means the line from the building to the main in the street.
- y. "Recycle **Blue** Bag" means **a blue or clear bag** which is specifically intended to hold materials for recycling.
- z. "Recycle Materials" means materials which are determined to be recyclable as per the provider.
- aa. "Requisition Charge" means fees charged by the St. Michael Regional Solid Waste Commission for hauling garbage to the landfill.
- bb. "Utility Bill" means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for utility services provided by the Town.
- cc. "Utility Invoice" means an invoice which sets out the cost charged by the Town for repairs, maintenance, or installation of any appurtenance of any utility service provided by the Town and for which the owner of the property is responsible.
- dd. "Utility Service" shall mean those services associated with the provision of water distribution, sanitary sewer collection and garbage collection.
- ee. "Water Service Line" means the line from the building to the main in the street.
- ff. "Violation Notice" means a notice or similar document issued by the Town pursuant to the Municipal Government Act.
- gg. "Violation Ticket" means a ticket issued pursuant to Part II or Part III of the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34.

3. GARBAGE COLLECTION

- 3.1 The Town may contract with any person or company and may grant an exclusive or non-exclusive right to any person or company for the collection, removal and disposal of garbage upon such terms and conditions as are considered expedient.

**TOWN OF LAMONT
BYLAW 09/23**



- 3.2 Collection Services charges apply to:
- i. Any property that receives water services will be subject to collection service charges as established by Council as set out in the Fees and Charges Bylaw.
 - ii. All occupied properties that are not connected to the Town water system are subject to collection service as established by Council as set out in the Fees and Charges Bylaw.
- 3.3 The occupant of every dwelling, multiple family dwelling, or commercial premise shall use Town contractor supplied garbage containers or garbage bins. Care and replacement of the garbage and yard waste containers shall be the responsibility of the occupant.
- 3.4 Despite Section 3.3, if the CAO determines that a garbage bin is required for a commercial facility, dwelling, or multiple family dwelling, then the occupant of the premises will be required to use a garbage bin and be subject to the collection service charges as established by Council and set out in Fees and Charges Bylaw.
- 3.5 Despite sections 3.3 and 3.4, a commercial facility or residence that requires roll off bin may obtain one from the current provider or an outside provider upon approval from the Town. This bin will only be allowed for the purpose of construction or renovation materials for a period not exceeding three (3) months. If an extension is required, it must be approved by the Town and the bin cannot be placed on the street or in the back lane.
- 3.6 Council may decide that certain types of recyclable materials or garbage will not be picked up by the collector or place conditions on the packaging of garbage for collection as per Fees and Charges Bylaw.
- 3.7 All persons shall permit collectors to enter their yards and premises at all reasonable times for the purpose of carrying out their duties.
- 3.8 For properties served by front street collection:
- i. no garbage bins or garbage stands are allowed in the front yard;
 - ii. no garbage containers are allowed in the front yard except on collection day; and

**TOWN OF LAMONT
BYLAW 09/23**



- iii. on collection day, garbage containers are to be located for collection as close as possible to the curb or traveled portion of the adjacent roadway, but not on the sidewalk or in such a location as to interfere in any way with vehicular or pedestrian traffic.
- 3.9 Any owner or occupant who puts out garbage for collection shall provide unobstructed and convenient access for collection of such waste.
- 3.10 All garbage will be securely deposited in suitable garbage bag(s) and then placed in the garbage container.
- 3.11 No occupant will place, permit to be placed, or mix any of the following materials for removal:
- i. any highly combustible or explosive waste, including, without restricting the generality of the foregoing, such materials as hot ashes, powder, dynamite, motion picture film or toxic materials;
 - ii. any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal;
 - iii. hypodermic needles;
 - iv. sharp objects or broken glass unless packaged to allow safe handling; and
 - v. compost materials.
- 3.12 Collection service will not be provided if:
- i. the garbage container is not a proper container as described in Section 2 (r);
 - ii. the contents are compacted such as to prevent easy dumping of the garbage container;
 - iii. the condition of the garbage container is deteriorated such as to contain sharp edges or other defects which may be hazardous to the collector;
 - iv. the container contains materials which are not to be picked up by the collector;



- v. the garbage containers cannot be easily removed by the collector;
- vi. the garbage container is overloaded; or
- vii. the lid is not closed.

3.13 The days and times of collection service will be approved by the CAO.

3.14 Garbage shall be ready **at the curb** for pickup by 7:00 a.m. on collection day.

3.15 Where the Garbage cannot be contained within one (1) Garbage container, the owner of the property shall be required to lease another Garbage container, or in the case of commercial usage, to lease a larger garbage bin.

4. RECYCLING/COMPOSTING

4.1 The Town may contract with any person or company and may grant an exclusive or non-exclusive right to any person or company for the recycling of waste on such terms and conditions as are considered expedient.

4.2 No person shall place any material in a blue bag other than the materials for which are recyclable items.

4.3 No person is to place any material other than compost materials in their yard waste bin.

5. WATER SERVICES

5.1 The Town will provide water services to a parcel of land only at the request of the owner of that parcel of land. Other charges when it is applicable and subject to any terms, costs or charges as established by Council by way of a Development Agreement or as set out in the Fees and Charges Bylaw.

5.2 The Owner of any land abutting on any road or easement wherein a water main now exists or is hereafter located shall:

- i. install in any Building and between the building and the boundary of the road or easement in which the water main is located (up to the point of the CC valve), connections with the water system and any other apparatus and appliances required to ensure the proper sanitary conditions of the building and premises, excluding a water

meter which will be installed by the Town. All services shall be installed to the Town's satisfaction. The owner shall ensure that the water service shall be inspected by the Town prior to backfilling of the trench and prior to connection to the water system.

- 5.3 If a contractor, builder or owner is requiring construction water for interior finishing prior to the water meter being installed, they must make the request through the Town Office and submit the required fee as per the Fees and Charges Bylaw, specifically;
- i. Upon submission of a request for installation of water and sewer service, a fee is payable as per the Fees and Charges Bylaw. This fee will cover the following services:
 - a. a deposit, refundable upon the Town's satisfactory inspection of the service installation,
 - b. The cost to cover three (3) months of construction water, prior to the ability to install a meter. If the meter installation is not completed within three (3) months, the CAO has the authority to provide for an extension beyond this period, where further construction water fees will apply,
 - c. The cost to cover the Town employee installation of the meter and inspection of the service installation.
- 5.4 The Owner, (as a term of being supplied with water services) is responsible for the cost of construction, maintenance and repair of these portions of the service connection both above, on, or underneath the premises to the boundary of the road or easement, but only to the point (but excluding) the CC valve.
- 5.5 Title to the water supplied by the Town shall pass from the Town to the Customer at the point of the CC valve.
- 5.6 The water meter shall become part of the fixtures of the structure. Damage to the meter caused by the occupant shall be chargeable to the owner.
- 5.7 All owners shall provide a convenient unobstructed location for the installation of a radio frequency device (meter).
- 5.8 No person shall obstruct, interfere with, or impede direct and convenient access to a meter for the purpose of installation, inspection, removal, repair, replacement or reading.

TOWN OF LAMONT
BYLAW 09/23



- 5.9 The CAO ~~or the Director of Operations and Infrastructure or the Public Works Foreman or his/her designate~~ may, without notice, shut off the water supply to any part of the Town should he/she decide an emergency makes such action necessary.
- 5.10 The CAO ~~or the Director of Operations and Infrastructure or the Public Works Foreman or his/her designate~~ may, without notice, shut off the water supply to any property should water charges be in arrears greater than thirty (30) days.
- 5.11 The CAO ~~or the Director of Operations and Infrastructure or the Public Works Foreman or his/her designate~~ may, without notice, shut off the water supply to any property for violation of any provision of this Bylaw.
- 5.12 The CAO ~~or the Director of Operations and Infrastructure or the Public Works Foreman or his/her designate~~ may shut off the water supply to any part of the Town in a non-emergency situation provided reasonable notice of such intended shutoff is given.
- 5.13 The CAO ~~or the Director of Operations and Infrastructure or the Public Works Foreman or his/her designate~~ may regulate the use of or the hours or times during which water may be used for any purpose other than firefighting.
- 5.14 After notification of a restriction or regulation of water use, it shall be an offence for anyone to use water except in conformity with the declared restriction or regulation.
- 5.15 The Town is not liable for damage caused by:
- i. a break in a water main or service pipe;
 - ii. the cessation of water supply necessary in connection with the repair or maintenance of the waterworks system;
 - iii. any accident due to the operation of the waterworks system unless such action has been shown to be directly due to the negligence of the Town or its employees; or
 - iv. the restriction or regulation of the use of water.



5.16 No person:

- i. other than Town employees or agents shall operate, handle or interfere with the Town's provision of water services;
- ii. other than Town employees or agents shall make, keep, use, or dispose for any key or wrench for the purpose of operating any valve, CC, hydrant or other appurtenance of the Town's waterworks system;
- iii. shall obstruct or impede access to any water main, valve, CC, fire hydrant or any other appurtenance of the Town's waterworks system;
- iv. shall use a water meter not approved and/or installed by the Town without the express written consent of the CAO; and
- v. shall use water not metered by the Town.

5.17 Repairs to the water service line required from CC valve to the building, will be the expense of the landowner. Repairs required from the main line to the CC valve will be at the expense of the Town.

6. TURNING ON/OFF WATER

6.1 A property owner may request a temporary or permanent disconnect of water service by completing the Request for Municipal Water Disconnect/Reconnection form, subject to fees set out in the Fees & Charges Bylaw. The Owner cannot request the Town to discontinue the Utility Service to their Dwelling when there is an occupant in the Dwelling unless the occupant contacts the Town and acknowledges the disconnect. The owner or their designate must be present.

6.2 Where a cc valve is to be turned on or off by an Authorized Employee of the Town, the Owner shall be required to pay a fee(s) as set out in the Fees & Charges Bylaw.

7. SEWER SERVICES

7.1 The Town may provide sewer services to a parcel of land only on the request of the owner of the parcel of land, when the Town is able to do so and subject to any terms, costs or charges as established by Council by

**TOWN OF LAMONT
BYLAW 09/23**



way of a Development Agreement or as set out in Fees and Charges Bylaw.

7.2 The Town is not liable for damage caused by:

- i. a break or obstruction in a sewer main or service pipe;
- ii. the cessation of sewer services necessary in connection with the repair or maintenance of the sewer system;
- iii. any accident due to the operation of the sewer system unless such action has been shown to be directly due to the negligence of the Town or its employees; and
- iv. sewer backups unless such action has been shown to be directly due to the gross negligence of the Town or its employees.

7.3 No person:

- i. other than Town employees or agents shall operate, handle or interfere with the Town's provision of sewer services; and
- ii. shall obstruct or impede access to any sewer main, or any other appurtenance of the Town's sewer system.

7.4 When repairs to the sewer service line are required:

- i. blockages on the property to the main line will be at the owner's expense;
- ii. blockages created in the main line will be the Town's expense;
- iii. damage to sewer lines on the homeowner's property will be the owner's expense;
- iv. damage to sewer lines beyond the property line will be the Town's expense;
- v. blockages from the property line to the main line caused by tree roots planted by the Town will be the responsibility of the Town.

8. UTILITY BILLS/INVOICES

- 8.1 All utility bills and invoices issued by the Town will be issued to the owner of the property.
- 8.2 All utility bills and utility invoices will be due and payable when rendered by the Town.
- 8.3 Payment of a utility bill can be made at the Town office, any financial institution, online banking, credit card or e-transfer to general@lamont.ca.

~~Payment of a utility invoice may be made at the Town office.~~

- 8.4 Utility bills must be paid in full by the last day of the month following the billing period.
- 8.5 In the event a utility bill or utility invoice remains unpaid after the date fixed for payment, a penalty as stated in the Fees and Charges Bylaw will be added to the principal outstanding amount thereto and form part of the rates levied.
- 8.6 In the event a utility bill or utility invoice remains unpaid after the date fixed for payment, a written notice may be served by way of mail on the owner at the last known address advising that unless the account is paid in full within a minimum of ten (10) days from the date of mailing the said notice, the Town will proceed with collection measures as per Section 8.7 below.
- 8.7 Any utility bill or utility invoice remaining unpaid constitutes a debt owing to the Town and is recoverable by any or all the following methods, namely:
- i. by shutting off or discontinuing any utility services provided by the Town; and
 - ii. by being added to taxes and collecting in a like manner as municipal rates and taxes.
- 8.8 In the event that Utility Services are disconnected due to non-payment **disconnecting fees will be applied to the utility account for each occurrence as per the Fees and Charges Bylaw.** The fees must be paid prior to services being reconnected. Disconnections and reconnections shall only be performed during normal business hours.



- 8.9 As prescribed in Section 553 of the Municipal Government Act, any utility charges remaining unpaid can be levied and collected in a like manner as municipal taxes. This means that those utilities remaining unpaid can be transferred to the tax roll of the property that the utility service is being provided to. Upon closing a utility account, any charges outstanding are automatically transferred to the tax roll.

9. METER DISPUTES

- 9.1 In a situation where a Customer is in disagreement with the amount of water having been reported as having passed through the meter, and if the Town, by reviewing historical data from the meter in question does not agree that there is a fault with the meter, the Customer may request that the meter be tested and proven for accuracy.
- 9.2 The Customer will be responsible for paying, in advance, a deposit for the meter inspection plus a removal fee of the meter as per the Fees and Charges Bylaw. If the meter is proven to be measuring inaccurately, both the inspection costs and the removal fee will be reimbursed to the Customer and applied to the water bill. In this case, the utility account will receive a credit adjustment to reflect the overbilling for not more than two (2) billing periods preceding the inspection. This will be determined by reviewing the same period in the previous year or adjusted to the minimum billing if the ownership has changed.
- 9.3 If the meter is proven to be measuring accurately, all fees will be retained by the Town and the Customer will be responsible for all the costs as originally reported.
- 9.4 In the event that a meter is required to be changed due to a battery failure and the bills have been estimated, a credit adjustment will be completed only after the next full billing cycle. If an overbilling has occurred, the adjustment will reflect not more than four (4) months (two billing cycles) preceding the replacement and be based on the minimum bi-monthly charge.

10. OFFENCES AND PENALTIES

- 10.1 Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable to a penalty as set out in Schedule A.

**TOWN OF LAMONT
BYLAW 09/23**



- 10.2 Any person who commits a second or subsequent offence under this Bylaw within one (1) year of committing the first offence is liable to a fine as set out in Schedule A.
- 10.3 Under no circumstances will any person contravening any provision of this Bylaw be subject to the penalty of imprisonment.
- 10.4 Nothing in this Bylaw will be construed as curtailing or abridging the right of the Town to obtain compensation for or to maintain an action for loss of or damage to property from or against the person or persons responsible.
- 10.5 The Bylaw Enforcement Officer is hereby authorized and empowered to issue a violation notice to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 10.6 A violation notice may be issued to such person:
- i. either personally; or
 - ii. by mailing a copy to the last known mailing address.
- 10.7 The violation notice will be in a form approved by the CAO and will state:
- i. the name of the person;
 - ii. the offence;
 - iii. the appropriate penalty for the offence as specified in Schedule A;
 - iv. that the penalty must be paid within thirty (30) days of the issuance of the violation notice; and
 - v. any other information as may be required by the CAO.
- 10.8 Where a contravention of this Bylaw is of a continuing nature, further violation notices may be issued by the Bylaw Enforcement Officer provided, however, that no more than one (1) violation notice will be issued for each day that the contravention continues.

**TOWN OF LAMONT
BYLAW 09/23**



10.9 Where a violation notice is issued pursuant to this Bylaw, the person to whom the violation notice is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the violation notice.

10.10 If the penalty specified in a violation notice is not paid within the prescribed time period, then the Bylaw Enforcement Officer is hereby authorized and empowered to issue a violation ticket.

10.11 The Bylaw Enforcement Officer is hereby authorized and empowered to immediately issue a violation ticket to any person who contravenes any provision of this Bylaw.

11. SEVERABILITY

11.1 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.

11.2 Nothing in this Bylaw will operate to relieve any person from complying with any Federal, Provincial legislation or regulation or Municipal Bylaw, or any requirement of any lawful permit, order or license.

12. TRANSITIONAL

12.1 That Bylaw 09/19 is hereby repealed.

TOWN OF LAMONT
BYLAW 09/23



13.EFFECTIVE DATE

13.1 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
BYLAW 09/23**



SCHEDULE “A”

PENALTIES

<u>First Offence</u>	<u>Section</u>	<u>Penalty</u>
Non-town contractor supplied garbage containers or bins	3.3	\$200.00
Garbage bins or stands in the front yard	3.8(i)	\$200.00
Garbage container in the front yard except on collection day	3.8(ii)	\$200.00
Garbage containers or bins placed in a location that impedes vehicular or pedestrian traffic	3.8(iii)	\$200.00
Unauthorized material	3.11(i, ii, iii, iv, v)	\$200.00
Placing material in a recycling bin other than the proper recycling material	4.2	\$200.00
Placing material other than compost material on a compost pile	4.3	\$200.00
Interfering with access to a meter	5.8	\$200.00
Non-conformance to a water use restriction or regulation	5.14	\$500.00
Interfering with the operation of the water works system	5.16(i, ii, iii, iv, v)	\$1,000.00
Interfering with the operation of the sewer system	7.3(i, ii)	\$1,000.00

Second Offence

Second and subsequent offence within one year of the original offence	10.2	Double the original penalty
---	------	-----------------------------



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

BYLAW NO. 09/19

WHEREAS, the Municipal Government Act, RSA 2000, C. M-26 and amendments thereto, permits the municipality to pass Bylaws regarding public utilities,

AND WHEREAS, the Council of the Town of Lamont wishes to establish regulations, rates and penalties for water and sewer utility services;

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

Bylaw Title

- 1. This Bylaw is to be cited as the: "Utility Services Bylaw".

Definitions

- 2. In this Bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:
 - a. "Account" means an agreement between an Owner and the Town of Lamont for the supply of Utility Services.
 - b. "Account Holder" means the person named on a Utility Account.
 - c. "Bylaw Enforcement Officer" means any persons authorized by the Town to enforce the bylaws of the Town.
 - d. "CC": means a curb cock, a flow control valve on a water service pipe located on or close to the property line, which is used to isolate the property's water service from the rest of the Town's water distribution system and allows the supply of water to a property.
 - e. "Collection Service" means the curbside or roadside collection of garbage.
 - f. "Collector" means the person or persons appointed by the Town for the purpose of collecting and disposing of garbage.
 - g. "Commercial Facilities" includes stores, warehouses, commercial, industrial, institutional facilities, RV park and campground.
 - h. "Compost Materials" means grass cuttings, garden refuse, leaves or other materials which are easily composted and shall include branches or tree limbs.
 - i. "Council" shall mean the Council of the Town of Lamont.
 - j. "Dwelling" means any building occupied for residential purposes.
 - k. "Fee and Charges Bylaw" means the Town's Fees, Rates and Charges for services provided by the Town and as amended from time to time.
 - l. "Front Yard" that portion of the structure closest to the road.





- m. "Garbage" means wasted or spoiled food and other refuse or things that are considered worthless or meaningless, but does not include;
 - i. Liquid wastes, dead animals, discarded furniture, discarded automobile parts, tires, construction materials, appliances, stoves, fridges or compost materials.
- n. "Garbage Bin" means a metal container as provided by the collector that can be emptied by mechanical means.
- o. "Garbage Container" means a garbage cart as provided by the collector that can be emptied by mechanical means.
- p. "Owner" means any person who is registered under the Land Titles Act as the owner of the property.
- q. "Occupant" means any owner, lessee or tenant or any other person in charge of any building.
- r. "Occupied Property" means any commercial, institutional or residential property upon which a building exists and is in use. "Town" shall mean the Town of Lamont.
- s. "CAO" means the Chief Administrative Officer or designate of the Town of Lamont.
- t. "Town" shall mean the Town of Lamont.
- u. "Street Main" means the portion of land on which any sewer and/or water main is laid for the service of more than one service.
- v. "Sewer Service Line" means the line from the building to the main in the street.
- w. "Recycle Blue Bag" means a container which is specifically intended to hold materials for recycling.
- x. "Recycle Materials" means materials which are determined to be recyclable as per the provider.
- y. "Requisition Charge" means fees charged by the St. Michael Regional Solid Waste Commission for hauling garbage to the landfill.
- z. "Utility Bill" means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for utility services provided by the Town.
- aa. "Utility Invoice" means an invoice which sets out the cost charged by the Town for repairs, maintenance, or installation of any appurtenance of any utility service provided by the Town and for which the owner of the property is responsible.
- bb. "Utility Service" shall mean those services associated with the provision of water distribution, sanitary sewer collection and garbage collection.
- cc. "Water Service Line" means the line from the building to the main in the street.
- dd. "Violation Notice" means a notice or similar document issued by the Town pursuant to the Municipal Government Act.
- ee. "Violation Ticket" means a ticket issued pursuant to Part II or Part III of the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34.



Garbage Collection

3. The Town may contract with any person or company and may grant an exclusive or non-exclusive right to any person or company for the collection, removal and disposal of garbage upon such terms and conditions as are considered expedient.
4. Collection Services charges apply to:
 - a. Any property that receives water services will be subject to collection service charges as established by Council as set out in the Fees and Charges Bylaw.
 - b. All occupied properties that are not connected to the Town water system are subject to collection service as established by Council as set out in the Fees and Charges Bylaw.
5. The occupant of every dwelling, multiple family dwelling, or commercial premise shall use Town contractor supplied garbage containers or garbage bins. Care and replacement of the garbage and yard waste containers shall be the responsibility of the occupant.
6. Despite Section 5, if the CAO determines that a garbage bin is required for a commercial facility, dwelling, or multiple family dwelling, then the occupant of the premises will be required to use a garbage bin and be subject to the collection service charges as established by Council and set out in Fees and Charges Bylaw.
7. Despite sections 5 and 6, a commercial facility or residence that requires roll off bin may obtain one from the current provider or an outside provider upon approval from the Town. This bin will only be allowed for the purpose of construction or renovation materials for a period not exceeding three (3) months. If an extension is required it must be approved by the Town and the bin cannot be placed on the street or in the back lane.
8. Council may decide that certain types of recyclable materials or garbage will be not be picked up by the collector or place conditions on the packaging of garbage for collection as per Fees and Charges Bylaw.
9. All persons shall permit collectors to enter their yards and premises at all reasonable times for the purpose of carrying out their duties.
10. For properties served by front street collection:
 - a. no garbage bins or garbage stands are allowed in the front yard;
 - b. no garbage containers are allowed in the front yard except on collection day; and
 - c. on collection day, garbage containers are to be located for collection as close as possible to the curb or traveled portion of the adjacent roadway, but not on the sidewalk or in such a location as to interfere in any way with vehicular or pedestrian traffic.
11. Any owner or occupant who puts out garbage for collection shall provide unobstructed and convenient access for collection of such waste.
12. All garbage will be securely deposited in suitable garbage bag(s) and then placed in the garbage container.





13. No occupant will place, permit to be placed, or mix any of the following materials for removal:
 - a. any highly combustible or explosive waste, including, without restricting the generality of the foregoing, such materials as hot ashes, powder, dynamite, motion picture film or toxic materials;
 - b. any compound that may be considered dangerous or hazardous under the provisions of any other legislation whether Provincial or Federal;
 - c. hypodermic needles;
 - d. sharp objects or broken glass unless packaged to allow safe handling; and
 - e. compost materials.
14. Collection service will not be provided if:
 - a. the garbage container is not a proper container as described in Section 2 (O);
 - b. the contents are compacted such as to prevent easy dumping of the garbage container;
 - c. the condition of the garbage container is deteriorated such as to contain sharp edges or other defects which may be hazardous to the collector;
 - d. the container contains materials which are not to be picked up by the collector;
 - e. the garbage containers cannot be easily removed by the collector;
 - f. the garbage container is overloaded; or
 - g. the lid is not closed.
15. The days and times of collection service will be approved by the CAO.
16. Garbage shall be ready for pickup by 7:00 a.m. on collection day.
17. Where the Garbage cannot be contained within one (1) Garbage container, the owner of the property shall be required to lease another Garbage container, or in the case of commercial usage, to lease a larger garbage bin.

Recycling/Composting

18. The Town may contract with any person or company and may grant an exclusive or non-exclusive right to any person or company for the recycling of waste upon such terms and conditions as are considered expedient.
19. No person shall place any material in a blue bag other than the materials for which are recyclable items.
20. No person is to place any material other than compost materials in their yard waste bin.

Water Services

21. The Town will provide water services to a parcel of land only at the request of the owner of that parcel of land. Other charges when it is applicable and subject to any terms, costs or charges as established by Council by way of a Development Agreement or as set out in the Fees and Charges Bylaw.



22. The Owner of any land abutting on any road or easement wherein a water main now exists or is hereafter located shall:
- a. install in any Building and between the building and the boundary of the road or easement in which the water main is located (up to the point of the CC valve), connections with the water system and any other apparatus and appliances required to ensure the proper sanitary conditions of the building and premises, excluding a water meter which will be installed by the Town. All services shall be installed to the Town's satisfaction. The owner shall ensure that the water service shall be inspected by the Town prior to backfilling of the trench and prior to connection to the water system.
23. If a contractor, builder or owner is requiring construction water for interior finishing prior to the water meter being installed, they must make the request through the Town Office and submit the required fee as per the Fees and Charges Bylaw, specifically;
- a. Upon submission of a request for installation of a water and sewer service, a \$950.00 fee is payable. This fee will cover the following services:
 - i. \$600.00 in the form of a deposit, refundable upon the Town's satisfactory inspection of the service installation,
 - ii. \$250.00 to cover three (3) months of construction water, prior to the ability to install a meter. If the meter installation is not completed within three (3) months, the CAO has the authority to provide for an extension beyond this period, where further construction water fees shall be charged at \$75.00 per month, and
 - iii. \$100.00 to cover the Town employee installation of the meter and inspection of the service installation.
24. The Owner, (as a term of being supplied with water services) is responsible for the cost of construction, maintenance and repair of these portions of the service connection both above, on, or underneath the premises to the boundary of the road or easement, but only to the point (but excluding) the CC valve.
25. Title to the water supplied by the Town shall pass from the Town to the Customer at the point of the CC valve.
26. The water meter shall become part of the fixtures of the structure. Damage to the meter caused by the occupant shall be chargeable to the owner.
27. All owners shall provide for a convenient unobstructed location for the installation of a radio frequency device (meter).
28. No person shall obstruct, interfere with or impede direct and convenient access to a meter for the purpose of installation, inspection, removal, repair, replacement or reading.
29. The CAO or the Public Works Foreman or his/her designate may, without notice, shut off the water supply to any part of the Town should he/she decide an emergency makes such action necessary.
30. The CAO or the Public Works Foreman or his/her designate may, without notice, shut off the water supply to any property should water charges be in arrears greater than thirty (30) days.
31. The CAO or the Public Works Foreman or his/her designate may, without notice, shut off the water supply to any property for violation of any provision of this Bylaw.



32. The CAO or Public Works Foreman or his/her designate may shut off the water supply to any part of the Town in a non-emergency situation provided reasonable notice of such intended shutoff is given.
33. The CAO or the Public Works Foreman or his/her designate may regulate the use of or the hours or times during which water may be used for any purpose other than firefighting.
34. After notification of a restriction or regulation of water use, it shall be an offence for anyone to use water except in conformity with the declared restriction or regulation.
35. The Town is not liable for damage caused by:
 - a. a break in a water main or service pipe;
 - b. the cessation of water supply necessary in connection with the repair or maintenance of the waterworks system;
 - c. any accident due to the operation of the waterworks system unless such action has been shown to be directly due to the negligence of the Town or its employees; or
 - d. the restriction or regulation of the use of water.
36. No person:
 - a. other than Town employees or agents shall operate, handle or interfere with the Town's provision of water services;
 - b. other than Town employees or agents shall make, keep, use, or dispose for any key or wrench for the purpose of operating any valve, CC, hydrant or other appurtenance of the Town's waterworks system;
 - c. shall obstruct or impede access to any water main, valve, CC, fire hydrant or any other appurtenance of the Town's waterworks system;
 - d. shall use a water meter not approved and/or installed by the town without the express written consent of the CAO; and
 - e. shall use water not metered by the Town.
37. Repairs to the water service line required from CC valve to the building, will be the expense of the landowner. Repairs required from main line to the CC valve will be at the expense of the Town.

Sewer Services

38. The Town may provide sewer services to a parcel of land only on the request of the owner of the parcel of land, when the Town is able to do so and subject to any terms, costs or charges as established by Council by way of a Development Agreement or as set out in Fees and Charges Bylaw.
39. The Town is not liable for damage caused by:
 - a. a break or obstruction in a sewer main or service pipe;
 - b. the cessation of sewer services necessary in connection with the repair or maintenance of the sewer system;
 - c. any accident due to the operation of the sewer system unless such action has been shown to be directly due to the negligence of the Town or its employees; and
 - d. sewer backups unless such action has been shown to be directly due to the gross negligence of the Town or its employees.



- 40. No person:
 - a. other than Town employees or agents shall operate, handle or interfere with the Town's provision of sewer services; and
 - b. shall obstruct or impede access to any sewer main, or any other appurtenance of the Town's sewer system.
- 41. When repairs to the sewer service line are required:
 - a. blockages on the property to the main line will be at the owner's expense;
 - b. blockages created in the main line will be the Town's expense;
 - c. damage to sewer lines on the homeowner's property will be the owner's expense;
 - d. damage to sewer lines beyond the property line will be the Town's expense;
 - e. blockages from the property line to the main line caused by tree roots planted by the Town will be the responsibility of the Town.

Utility Bills/Invoices

- 42. All utility bills and invoices issued by the Town will be issued to the owner of the property.
- 43. All utility bills and utility invoices will be due and payable when rendered by the Town.
- 44. Payment of a utility bill can be made at the Town office, any financial institution, or online.
- 45. Payment of a utility invoice may be made at the Town office.
- 46. Utility bills must be paid in full by the last day of the month following the billing period.
- 47. In the event a utility bill or utility invoice remains unpaid after the date fixed for payment, a penalty as stated in Fees and Charges Bylaw will be added to the principal outstanding amount thereto and form part of the rates levied.
- 48. In the event that the utility bill remains unpaid after the date fixed for payment, a written notice may be served by way of mail on the owner at the last known address advising that unless the account is paid in full within a minimum of ten (10) days from the date of mailing the said notice, the Town will proceed with collection measures as per Section 47 below.
- 49. Any utility bill or utility invoice remaining unpaid constitutes a debt owing to the Town and is recoverable by any or all the following methods, namely:
 - a. by shutting off or discontinuing any utility services provided by the Town; and
 - b. by being added to taxes and collecting in a like manner as municipal rates and taxes.
- 50. In the event that Utility Services are disconnected due to non-payment disconnecting and reconnecting fees will be applied to the utility account for each occurrence as per the Fees and Charges Bylaw. The fees must be paid prior to services being reconnected. Disconnections and reconnections shall only be performed during normal business hours.



- 51. As prescribed in Section 553 of the Municipal Government Act, any utility charges remaining unpaid can be levied and collected in a like manner as municipal taxes. This means that those utilities remaining unpaid can be transferred to the tax roll of the property that the utility service is being provided to. Upon closing a utility account, any charges outstanding are automatically transferred to the tax roll.

Meter Disputes

- 52. In a situation where a Customer is in disagreement with the amount of water having been reported as having passed through the meter, and if the Town, by reviewing historical data from the meter in question does not agree that there is a fault with the meter, the Customer may request that the meter be tested and proven for accuracy.
- 53. The Customer will be responsible for paying, in advance, a deposit for the meter inspection plus a removal fee of the meter as per the Fees and Charges Bylaw. If the meter is proven to be measuring inaccurately, both the inspection costs and the removal fee will be reimbursed to the Customer and applied to the water bill. In this case, the utility account will receive a credit adjustment to reflect the overbilling for not more than two (2) billing periods preceding the inspection. This will be determined by reviewing the same period in the previous year or adjusted to the minimum billing if the ownership has changed.
- 54. If the meter is proven to be measuring accurately, all fees will be retained by the Town and the Customer will be responsible for all the costs as originally reported.
- 55. In the event that a meter is required to be changed due to a battery failure and the bills have been estimated, a credit adjustment will be completed only after the next full billing cycle. If an overbilling has occurred the adjustment will reflect not more than four (4) months (two billing cycles) preceding the replacement and be based on the minimum bi-monthly charge.

Offences and Penalties

- 56. Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable to a penalty as set out in Schedule A.
- 57. Any person who commits a second or subsequent offence under this Bylaw within one (1) year of committing the first offence is liable to a fine as set out in Schedule A.
- 58. Under no circumstances will any person contravening any provision of this Bylaw be subject to the penalty of imprisonment.
- 59. Nothing in this Bylaw will be construed as curtailing or abridging the right of the Town to obtain compensation for or to maintain an action for loss of or damage to property from or against the person or persons responsible.
- 60. The Bylaw Enforcement Officer is hereby authorized and empowered to issue a violation notice to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 61. A violation notice may be issued to such person:
 - a. either personally; or
 - b. by mailing a copy to the last known mailing address.
- 62. The violation notice will be in a form approved by the CAO and will state:
 - a. the name of the person;
 - b. the offence;



- c. the appropriate penalty for the offence as specified in Schedule A;
- d. that the penalty must be paid within thirty (30) days of the issuance of the violation notice; and
- e. any other information as may be required by the CAO.

- 63. Where a contravention of this Bylaw is of a continuing nature, further violation notices may be issued by the Bylaw Enforcement Officer provided, however, that no more than one (1) violation notice will be issued for each day that the contravention continues.
- 64. Where a violation notice is issued pursuant to this Bylaw, the person to whom the violation notice is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the violation notice.
- 65. If the penalty specified in a violation notice is not paid within the prescribed time period, then the Bylaw Enforcement Officer is hereby authorized and empowered to issue a violation ticket.
- 66. The Bylaw Enforcement Officer is hereby authorized and empowered to immediately issue a violation ticket to any person who contravenes any provision of this Bylaw.

General

- 67. Nothing in this Bylaw will operate to relieve any person from complying with any Federal, Provincial legislation or regulation or Municipal Bylaw, or any requirement of any lawful permit, order or licence.
- 68. Should any provision of this Bylaw be deemed invalid, then such invalid provision may be severed, and the remaining Bylaw shall be maintained.
- 69. That Bylaw 01/19 and any amendments are hereby repealed.
- 70. This Bylaw shall come into force and effect January 1, 2020.

READ a first time on this 10th day of December, 2019

[Redacted signature]

Mayor

[Redacted signature]

Chief Administrative Officer

READ a second time on this 10th day of December, 2019.

[Redacted signature]

Mayor

[Redacted signature]

Chief Administrative Officer

READ a third and final time on this 10th day of December, 2019

[Redacted signature]

Mayor

[Redacted signature]

Chief Administrative Officer

Initials [Redacted]



SCHEDULE "A"

PENALTIES

<u>First Offence</u>	<u>Section</u>	<u>Penalty</u>
Non-town contractor supplied garbage containers or bins	5	\$200.00
Garbage bins or stands in the front yard	10(a)	200.00
Garbage container in the front yard except on collection day	10(b)	200.00
Garbage containers or bins placed in a location that impedes vehicular or pedestrian traffic	10 (c)	\$200.00
Unauthorized material	13 (a, b, c, d, e)	\$200.00
Placing material in a recycling bin other than the proper recycling material	19	\$200.00
Placing material other than compost material on a compost pile	20	\$200.00
Interfering with access to a meter	28	\$200.00
Non-conformance to a water use restriction or regulation	34	\$500.00
Interfering with the operation of the water works system	36(a, b, c, d, e)	\$1,000.00
Interfering with the operation of the sewer system	40(a, b)	\$1,000.00
<u>Second Offence</u>		
Second and subsequent offence within one year of the original offence	57	Double the original penalty





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

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
May 9, 2023

ITEM DESCRIPTION OR TITLE

Economic Development Week Proclamation

RECOMMENDATION

THAT Council receive the 2023 Economic Development Week update as information.

BACKGROUND

For the third year in a row Alberta Municipalities and Rural Municipalities of Alberta are joining EDA to amplify the importance of economic development by inviting you to take part in the 2023 Community Challenge.

In support of the initiative, the Town of Lamont will host an Economic Development meet and greet on Thursday May 11, 2023. Residents of the Town are invited to learn more about the Town’s economic development efforts. The information session will be held at the Town office from 3:30pm to 7:00pm.

COMMUNICATIONS

Social media posts

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Policy 11-25, Proclamation, if passed.

ATTACHMENTS

N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



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

AGENDA ITEM: 4.3

COUNCIL MEETING DATE:
May 9, 2023

ITEM DESCRIPTION OR TITLE

Town of Lamont- National Public Works Week Proclamation

RECOMMENDATION

THAT Council proclaim May 21-27, 2023, as National Public Works Week.

BACKGROUND

National Public Works Week is observed each year during the third full week of May. Public works employees help keep communities strong by providing infrastructure and services. They contribute to make communities great places to live and work.

During the week, the Town's Public Works team will share information about 2023 priorities, roles and responsibilities and a meet and greet session inviting residents to stop by and learn more about the department.

COMMUNICATIONS

APWA Alberta Chapter would be notified of the proclamation.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

2023 – 2027 Strategic Plan: Organizational Excellence - Goal: Build our regional profile and increase awareness of Town programs and supports.

ATTACHMENTS

1. Proclamation

Report Prepared By: Tyler Edworthy Director Operations and Infrastructure.

Approved by CAO:



National Public Works Week

May 21–27, 2023

“Connecting the World Through Public Works”

Town of Lamont

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Lamont; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Lamont to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the APWA be it now,

RESOLVED, I, Kirk Perrin Mayor on behalf of Council of the Town of Lamont, in the Province of Alberta do hereby designate the week May 21–27, 2023 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Lamont (to be affixed),

DONE at the Town of Lamont, Alberta this _____ day of _____ 2023.

Kirk Perrin

[SEAL]



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: May 11, 2023

ELECTED OFFICIAL: Colleen Holowaychuk

REPORT PERIOD: April 1, 2023 – May 11, 2023

Boards and Committees:

- **April 3, 2023 – Lamont Public Library Meeting**
- **April 5, 2023 – Lamont Elementary School Council Meeting**
- **April 6, 2023 – Governance & Priorities Meeting**
- **April 13, 2023 – Parade Committee Meeting**
- **April 17, 2023 – Governance & Priorities Meeting**
- **May 1, 2023 – Lamont Public Library Meeting**
- **May 8, 2023 – Lamont High School Council Meeting**

Town of Lamont Business:

- **NA**

Professional Development (Workshops & Conferences):

- **NA**

Lamont Functions and Events:

- **April 19, 2023 – Volunteer Appreciation Evening**
- **May 6, 2023 - Lamont Ag Society Bullarama Volunteering**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: May 9, 2023

ELECTED OFFICIAL: Linda Sieker

REPORT PERIOD, April 22, 2023 – May 4 ,2023

Boards and Committees:

- **April 22- Lamont County Housing Foundation – Board Development Program for Regulated Requirements 7 of 15**
- **April 28 – Lamont County Housing Foundation – Facility Tours Bruderheim – Lamont – Chipman -Mundare**

Town of Lamont Business:

Professional Development (Workshops & Conferences)

Lamont Functions and Events:

- **April 29 – Mayors Gala - Bruderheim**
- **April 30 – Lamont County Housing Foundation –Staff Farewell**
- **May 3 – JD Sweet Treats Opening Day**

CAO REPORT

FOR THE PERIOD ENDING May 3, 2023

HIGHLIGHTS:

April 20, 2023

- Weekly meeting with Director of Operations.
- Planning and Development Officer orientation.

April 21, 2023

- Action for Healthy Communities meeting.

April 24, 2023

- Town wide clean up planning.
- Economic development inquiry response.
- 2023 recreation initiatives planning.
- Tax insert planning.

April 25, 2023

- Weekly meeting with Deputy CAO.
- Weekly meeting with Finance Officer
- Parade Planning.
- Meeting with Fortis.

April 26 - 28, 2023

- Vacation

May 1, 2023

- 2023 recreation initiatives planning.

May 3, 2023

- Weekly meeting with Deputy CAO.

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- N/A

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING May 9, 2023

HIGHLIGHTS

STAFF

- Weekly Operations team meetings Thursday.
- Operations and safety meeting April 6 & 27, 2023.
- Summer Staff start May 1.

Facilities

- 13 facility bookings since April 11, 2023.
- Curling Club Walkthrough April 21, 2023.

Transportation Maintenance

- Street sweeping.
- Meeting with County April 19, 2023.
- Tree Removal and trimming.
- Dust control added 47 Ave.

Parks & Recreation

- Ball diamond prep.
- Ball Diamond 2 infield rehab.
- Park Clean Up.
- Pavilion vandalism repair.

Utilities

- SCADA system adjustment.
- Bunge Lagoon Meeting April 21, 2023.

Projects & Requests:

- Governance & Priorities Meeting April 17-23.
- Climate Resilience Capacity Building Program Meetings April 25, 27- 2023.
- Ab Municipalities Building Valuation Meetings April 5, 20- 2023.
- CityWide GIS Support Meeting April 17-2023.

Description	2023 Budget	Targeted Amount Apr.	2023 Actual Apr.	Variance	% of Completion	2023 - Apr.	2022 - Apr.	Increase/ (Decrease)	Percentage	Note
REVENUE										
General Revenue	(3,048,674)	(2,728,359)	(170,187)	(2,878,487)	6%	(31,284)	(35,107)	3,822	-11%	
Administration	(516,394)	(172,131)	(11,558)	(504,836)	2%	(683)	(1,608)	925	-58%	
By Law	(5,620)	(1,873)	(4,265)	(1,355)	76%	(825)	(275)	(550)	200%	
Strs. & Road	(318,993)	(106,331)	(2,907)	(316,086)	1%	(2,175)	(707)	(1,468)	208%	
Water	(562,205)	(187,402)	(90,432)	(471,773)	16%	(1,002)	(993)	(9)	1%	
Sewer	(234,091)	(78,030)	(84,297)	(149,794)	36%	(79)	(27)	(52)	193%	
Garbage	(357,721)	(119,240)	(60,077)	(297,644)	17%	0	0	0	0%	
Cemetery	(1,269)	(423)	0	(1,269)	0%	0	0	0	0%	
Planning & Subdivision	(1,650)	(550)	(98)	(1,552)	6%	(50)	0	(50)	0%	
Hall	(12,792)	(4,264)	(5,767)	(7,025)	45%	(686)	(1,692)	1,006	-59%	
Arena	(145,338)	(48,446)	(36,428)	(108,910)	25%	(500)	(8,596)	8,096	-94%	
Park	(6,050)	(2,017)	(300)	(5,750)	5%	(300)	0	(300)	0%	
Curling Rink	(520)	(173)	0	(520)	0%	0	0	0	0%	
TOTAL REVENUE	(5,211,317)	(3,449,240)	(466,316)	(4,745,001)	9%	(37,584)	(49,004)	11,421	0%	
EXPENSE										
Council	135,632	45,211	35,545	100,087	26%	7,903	7,402	501	7%	
Administration	719,496	239,832	233,034	486,462	32%	65,206	46,077	19,129	42%	
Fire	36,481	12,160	18,713	17,768	51%	7,046	1,481	5,565	376%	
Disaster Service	3,860	1,287	2,360	1,500	61%	2,360	0	2,360	0%	
By-Law	122,914	40,971	24,957	97,957	20%	2,099	13,761	(11,662)	-85%	
Public Work	287,620	95,873	81,630	205,990	28%	20,712	14,289	6,424	45%	
Street & Road	605,067	201,689	164,089	440,978	27%	32,300	60,611	(28,311)	-47%	
Storm Sewer	90,718	30,239	52	90,666	0%	36	4	31	756%	
Water	718,337	239,446	156,790	561,547	22%	36,122	36,828	(706)	-2%	
Sewer	68,035	22,678	8,468	59,567	12%	3,748	1,166	2,582	221%	
Garbage	306,729	175,678	39,062	267,667	13%	13,055	12,352	703	6%	
Family Community & Cemetery	26,675	8,892	0	26,675	0%	0	0	0	0%	
Town Beautification	8,650	2,883	360	8,290	4%	0	0	0	0%	
Planning & Subdivision	71,800	23,933	6,377	65,423	9%	2,139	2,098	41	2%	
Hall	140,707	46,902	51,302	89,405	36%	9,343	7,860	1,483	19%	
Arena	334,995	111,665	114,297	220,698	34%	25,635	24,442	1,193	5%	
Park	193,963	64,654	28,652	165,311	15%	10,594	5,632	4,962	88%	
Curling Rink	44,326	14,775	19,346	24,980	44%	328	6,045	(5,716)	-95%	
FCSS & School Fund	556,564	185,521	170,589	385,975	31%	45,568	67,837	(22,270)	-33%	
Total Expense	4,472,569	1,564,292	1,155,621	3,316,948	26%	284,191	307,881	(23,690)	-8%	

CLOSED SESSION NOTICE

May 9, 2023

7.1 John S. Batiuk Regional Water Commission

(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."