

Council Package

May 23, 2023



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
May 23, 2023**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

1.4. ADOPTION OF MINUTES

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2. DELEGATIONS

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3. CORRESPONDENCE

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7.1. St. Michael Regional Solid Waste Commission

7.2. Queen’s Park

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
May 9, 2023
Regular Meeting of Council**

PRESENT:

Kirk Perrin	Mayor
Jody Foulds	Councillor
Linda Sieker	Councillor
Al Harvey	Councillor
Dave Taylor	Councillor
Perry Koroluk	Councillor
Colleen Holowaychuk	Councillor
Rick Bastow	Chief Administrative Officer
Dawn Nielsen	Deputy Chief Administrative Officer
Tyler Edworthy	Director, Operations & Infrastructure
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 7.3 – Councillor Code of Conduct**

MOTION: 172/23 Councillor Foulds: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: Councillor Harvey – Item 7.1 – John S. Batiuk Regional Water Commission.

ADOPTION OF MINUTES:

- a) Meeting Minutes – April 25, 2023

MOTION: 173/23 Councillor Sieker: That the Minutes of the April 25, 2023 Council Meeting be accepted as presented.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- **Go East of Edmonton News and Announcements**
- **2024 Northern Lights Library System Levy Info**
- **Fort Air Partnership News Release – Annual Report**

MOTION: 174/23 Councillor Holowaychuk: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Bylaw 09-23, Utility Services Bylaw

MOTION: 175/23 Councillor Sieker: That Council give first reading to Bylaw 09-23, Utility Services Bylaw.

CARRIED

MOTION: 176/23 Councillor Holowaychuk: That Council give second reading to Bylaw 09-23, Utility Services Bylaw.

CARRIED

MOTION: 177/23 Councillor Koroluk: That Council give unanimous consent to proceed to third reading of Bylaw 09-23, Utility Services Bylaw.

UNANIMOUSLY CARRIED

MOTION: 178/23 Councillor Taylor: That Council give third reading to Bylaw 09/23, Utility Services Bylaw.

CARRIED

Economic Development Week Proclamation

MOTION: 179/23 Councillor Holowaychuk: That Council receive the 2023 Economic Development Week update as information.

CARRIED

National Public Works Week Proclamation

MOTION: 180/23 Councillor Sieker: That Council proclaim May 21-27, 2023, as National Public Works Week.

CARRIED

REPORTS:

Council Reports:

Mayor Perrin	Attended the Governance & Priorities Committee Meeting on May 5.
Councillor Taylor	Attended the Parks & Recreation Meeting on May 8.
Councillor Harvey	Attended the Governance & Priorities Committee Meeting on May 5 and the Bruderheim Mayor's Gala on April 29.
Councillor Koroluk	The Catering Club replaced two ovens at the Recreation Centre.
Councillor Sieker	Written report attached.
Councillor Foulds	Attended the St. Michael Solid Waste Commission on April 27 and the Bruderheim's Mayor Supper on April 29.
Councillor Holowaychuk	Written report attached.

MOTION: 181/23 Councillor Koroluk: That Council accept the Council reports as presented.

CARRIED

Staff Reports:

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

MOTION: 182/23 Councillor Taylor: That Council accept the Staff reports as presented.

CARRIED

NOTICES OF MOTION: None.

CLOSED SESSION:

- **John S. Batiuk Regional Water Commission**
 - *FOIP Section 24 – Advice from Officials*

- **Recreation**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 183/23 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 7:18 p.m.

CARRIED

Councillor Harvey exited the meeting at 7:22 p.m.

Councillor Harvey re-entered the meeting at 7:27 p.m.

MOTION: 184/23 Councillor Sieker: That Council revert to regular Council meeting session at 8:36 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 185/23 Councillor Taylor: That Council receive the John S. Batiuk Regional Water Commission update as information.

CARRIED

MOTION: 186/23 Councillor Holowaychuk: That Council schedule a Governance and Priorities meeting to discuss recreation.

CARRIED

MOTION: 187/23 Councillor Foulds: That Council receive Councillor Code of Conduct as information.

CARRIED

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

Mayor

Chief Administrative Officer



**Town of Lamont
May 5, 2023
Special Meeting of Council**

PRESENT:

Kirk Perrin	Mayor
Al Harvey	Councillor
David Taylor	Councillor
Perry Koroluk	Councillor
Linda Sieker	Councillor
Colleen Holowaychuk	Councillor
Rick Bastow	Chief Administrative Officer
Tyler Edworthy	Director Operations & Infrastructure

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: 168/23 Councillor Holowaychuk: That the Council Agenda be accepted as presented.

CARRIED

NEW BUSINESS

CLOSED SESSION:

- **Council Code of Conduct Bylaw**
 - *FOIP Section 25(1) – Disclosure Harmful to Economic and Other Interests of a Public Body*

MOTION: 169/23 Councillor Sieker: That Council convene in closed session pursuant to Section 197 of the *Municipal Government Act* to meet in private to discuss matters protected from disclosure by Section 25(1) of the *Freedom of Information and Protection of Privacy Act* at 7:01 p.m.

CARRIED

MOTION: 170/23 Councillor Holowaychuk: That Council revert to regular Council meeting session at 8:33 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 171/23 Councillor Koroluk: That Council accept the Council Code of Conduct Bylaw discussion as information.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 8:36 p.m.

Mayor

Interim Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

Town of Lamont
May 8, 2023, 7:00 pm
Parks and Recreation Committee
via Zoom

Agenda

PRESENT:	David Taylor	Chair
	Jody Foulds	Vice Chair
	Kirk Perrin	Ex Officio
	Tyler Edworthy	Administrative Liaison
	Emma Skillings	Public Member at Large(joined 7:21pm)
	Krista Skinner	Public Member at Large
	Lindsey Mercer	Public Member at Large
	Matthew Levicki	Public Member at Large

Public Attendees:

- 1) **Call to Order and Related Business: 7:00PM**
- 2) **Appointment of Recording Secretary: Kirk Perrin**
- 3) **Adoption of Agenda: Lindsey**
- 4) **Adoption of Minutes:** Done Via Email.
- 5) **NEW BUSINESS: N/A**
- 6) **Old Business:**
 - 6.1 Town wide clean up
May 13th there will be events prior to the 13th
 - 10am start
 - Jody makes the motion: to support the purchase of popsicles for the elementary school class that ‘picks the most garbage’ and for a \$100 donation towards the Lamont Highschool breakfast program.

6.2 Playground development

6.2.1 Enabling Accessibility Grant

- Kirk Perrin makes the motion: to Hold off on announcement and **Community Engagement** until such time that all funding sources have been explored.

6.2.2 Cenovus

6.3 Community Engagement

7) Round Table:

- **Add walking paths and Disk golf course to community engagement session.**

8) Next Meeting: TBD

9) Adjournment: 7:31pm



BOARD HIGHLIGHTS

Agenda Item: 3.1

APRIL 2023



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Chair’s Report

RECENT EVENTS

Board Chair Trina Boymook highlighted recent events:

- On March 20, trustees attended an Alberta School Board Association (ASBA) advocacy meeting. The highlights: a political analyst who spoke about current political landscape and ASBA discussion on its strategic plan for the upcoming provincial elections.
- On March 20, school board chairs and senior administration met with Education Minister Adriana LaGrange, which focused on the new curriculum—the final draft, implementation plan, and answers to questions.
- On March 22, trustees attended a joint meeting with the Town of Lamont. Discussion topics included: upcoming plans, key focus areas and topics of common interest.
- On April 5, Trustee Jaqueline Shotbolt represented the Board at the Fort Saskatchewan’s State of the City Address—an important event to be part of for networking purposes and building awareness related to the city’s key focus areas.
- On April 11, trustees attended a Sherwood Park and District Chamber of Commerce luncheon with special guest Premier Danielle Smith.
- On April 14, Chair Boymook attended the 2023 Great Canadian Trade Fair and Sale opening ceremony, hosted by the Sherwood Park and District Chamber of Commerce. The event was well attended and offered an opportunity to meet and network with local decision-makers.
- On April 19, Chair Boymook and trustees Cathy Allen, Don Irwin, Susan Miller and Jim Seutter attended Strathcona County’s State of the County Address, which focused on the county’s work and it’s short- and long-term development plans.

THREE-YEAR ENGAGEMENT STRATEGY: FRENCH IMMERSION

On April 13, the Board attended the third in-person public engagement session about EIPS’ French Immersion program—which was well attended with lots of constructive feedback. The Board is exploring ways to enhance French Immersion programming by increasing secondary-level retention, addressing anticipated enrolment pressures in Ardrossan and balancing enrolment at the elementary level. For those who couldn’t make the meeting, they can still offer feedback by completing the online [survey](#), open until April 24. Trustees review all the feedback gathered before making decisions. At the June Board meeting, EIPS plans to present a report detailing the French Immersion engagement efforts to date.

NATIONAL VOLUNTEER WEEK

National Volunteer Week is April 16-22. Within EIPS, hundreds of volunteers offer their time and expertise on an ongoing basis. Collectively, these efforts help support the success of EIPS schools and make a difference in the lives of students and their learning environments. In recognition of National Volunteer Week, and on behalf of the Board of Trustees, Chair Boymook thanked all EIPS volunteers for the many ways they give their time, skills and resources to the Division.



BOARD HIGHLIGHTS

CONDOLENCES

On April 20, RCMP are holding a Regimental Funeral for Strathcona County's Constable Harvinder Singh Dhani, who was killed in a crash while on duty earlier this month. On behalf of the Board, Chair Boymook expressed heartfelt condolences to his families, friends, colleagues and all first responders.

Superintendent's Report

RECENT EVENTS

Superintendent Mark Liguori highlighted recent events:

- On March 22, Superintendent Liguori joined trustees at its joint meeting with the Town of Lamont.
- On April 13, Superintendent Liguori attended the third public engagement session about the Division's French Immersion program. It was great to see so many people there who provided outstanding feedback.
- On April 16-18, Superintendent Liguori attended uLead 2023, an annual educational leadership summit. Highlights: A session focused on women in leadership, facilitated by Lisa Everitt, the Executive Staff Officer at the Alberta Teacher's Association, and keynote speaker Desiree Cocroft, a leadership consultant, who spoke about unconscious bias.

Association and Employee Group Reports

ASBA ZONE 2/3 REPORT

Trustee Jacqueline Shotbolt attended the Alberta School Boards Association (ASBA) Zone 2/3 meeting on March 17. The highlights:

- roundtable discussions about the Traffic Safety Committee and student transportation for 2023-24;
- ASBA presented trustees with key messages on its advocacy priorities for the upcoming election;
- all trustee position statements are due on April 21; and
- the April 28 ASBA meeting now takes place on May 1.

ATA LOCAL REPORT

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

- On April 14-16, teachers gathered in Calgary for a collective bargaining conference—there, it was shared Alberta ranks the lowest in Canada for its per-pupil spending and has the largest class sizes in the country.
- On April 14-16, the Local hosted an information booth at the 2023 Great Canadian Trade Fair and Sale—to build awareness of the importance of a strong public education system—which seems to be paying off as education has become top of mind for Albertans leading into the provincial election.
- On April 26, the Local will host a Pints and Politics event with ATA President Jason Shilling for members to ask questions, engage and learn ways to impact the next election.

EMPLOYEE RELATIONS GROUP REPORT

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

- Classified Professional Learning Day takes place on May 5. Human Resources is working hard and finalizing all the last-minute details—the event promises to be a great day of learning.
- The ERG's Terms of Reference are now complete. The ERG will post it on EIPS' SharePoint intranet site.
- Arbuckle-Jarvin thanked Fred Rempel, a consultant with EIPS, for hosting a safety session for educational assistants working in labs for Careers and Technology Studies.
- Human Resources has started preparing its classified school-based hiring process for 2023-24—to date, there is only one declared surplus staff.



BOARD HIGHLIGHTS

Comments from the Public

PRESENTATION TO THE BOARD: ANDREW SCHOOL

The Board heard a presentation from the Village of Andrew about the possible closure of Andrew School. Deputy Mayor Tammy Ann Pickett discussed her concerns about the possible closure, including the impact on the community, effects from previous grade reconfigurations and how student transportation ride times may be affected. The Board thanked Pickett for taking the time to present her concerns.

PRESENTATION TO THE BOARD: ANDREW SCHOOL

The Board heard a presentation from the Village of Andrew about the possible closure of Andrew School. Mayor Merwin Haight discussed his concerns about the possible closure, including the school's importance to the community and culture, possible negative effects on local organizations and future economic growth plans in Andrew. He also asked the Board if obtaining a third-party quote for the school's needed building repairs is possible. The Board thanked Haight for taking the time to present his concerns.

New Business

BUSINESS ARISING FROM IN CAMERA

The Board approved the motion it "declares 5137 Queen St., Bruderheim, Alta., surplus to the Board's needs."

POLICY AMENDMENTS

The Board approved amendments to:

- [Board Policy 2: Role of the Board](#);
- [Board Policy 10: Policy Making](#);
- [Board Policy 12: Role of the Superintendent](#); and
- [Board Policy 20: Assessment and Reporting of Student Learning](#).

Overall, the approved changes strengthen the policies' clarity, definitions, language and readability.

2023-24 KEY BUDGET ASSUMPTIONS

The Board approved the key budget assumptions for the 2023-24 school year (see pg. 62, "[2023-24 Key Budget Assumptions](#)"). The assumptions are based on the Board's mission and belief statements, the Division's [Four-Year Education Plan](#), Alberta's Budget 2023 and the provincial [Funding Manual for School Authorities 2023-24 School Year](#). EIPS will use the approved assumptions to develop its 2023-24 spring budget, which helps schools and departments plan for the upcoming school year. As with all assumptions, changes such as funding, reserve usage, enrolment numbers and standard costs can significantly affect the budget.

ASSUMPTION HIGHLIGHTS FOR 2023-24

General operations – Focus areas include student learning, student and staff well-being, career pathways, the new curriculum, junior high intervention supports, program equity and Division infrastructure.

Enrolment – The Division expects student enrolment to increase by 23 students by fall 2023—to 17,483 students from 17,460 students in fall 2022.

Funding Grants – Alberta Education is introducing two new grants—the Teacher Settlement Grant and Class Complexity Grant. It will also continue offering the Student Well-Being Grant and Curriculum Implementation Grant. However, these amounts are still unknown and now require an application process. As well, the province made revisions to the Transportation Grant and System and Administration Grant.

Other Revenue – EIPS expects provincial funding to cover its lease agreements for Strathcona Christian Academy Elementary and Strathcona Christian Academy Secondary; the Mental Health Capacity Building Grant; and the



BOARD HIGHLIGHTS

Division's Official Languages in Education Program. The Division will also generate revenue through school-generated funds and school fees. Unlike previous years, the spring budget won't include funding for the Odyssey Language Program, as it's unknown if the federal government will continue to support it, and the amount.

Compensation – EIPS anticipates the overall certificated standard costs to increase by 2.9% and standard classified costs to increase by 2.3% and 8.5%. The increases are the result of the new collective bargaining agreement and a hike in the employee benefits rate.

Inflation – EIPS anticipates non-salary inflationary increases—based on the overall consumer price index. These include higher costs for furnishings, equipment, careers and technology studies supplies, electricity, natural gas and custodial services.

Carbon Tax – EIPS anticipates increases in carbon tax costs based on the *2030 Emissions Reduction Plan*, a federal document outlining Canada's plan to meet its 2030 emissions reduction target. Currently, EIPS pays a \$65 per tonne carbon tax. Annually, that will increase until it reaches the targeted \$170 per tonne, in 2030. As a result, it will continue to impact the Division's budget, and in term, remove funds from the classroom.

Reserves – Alberta Education confirmed EIPS' operating reserve limit for Aug. 31, 2024—3.2%, or \$6.56 million. The Division must ensure its operating reserves are within 3.2% of its operating expenses. Any reserve money more than that amount must be returned to Alberta Education in December 2025. Administration will ensure operating reserves are below that number.

Expenses – The Division anticipates overall capital items purchases to total approximately \$300,000 in 2023-24. Administration also developed a five-year capital projection that lists anticipated capital needs requiring funds into the Capital Reserve over time. The list ensures enough funds in future years.

SCHOOL FEES: 2023-24

The Board approved the proposed school fees for 2023-24, which outlines how fees are charged for optional courses; alternative programs; extracurricular; lunch supervision; non-curricular goods and services; and activity expenses, such as field trips. Earlier this year, parameters were set by the Board to ensure students achieve quality education, while also ensuring fees aren't cost-prohibitive for families. Any fees that exceeded the listed parameters—above a 5% to 7% increase—were reviewed and vetted by Financial Services. Now approved, schools will post fees on their individual websites for the 2023-24 school year (see pg. 79, "[2023-24 School Fees](#)").

Committee Report

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on April 11. The committee reviewed four policies—all will come forward to the Board at the next public meeting in May.

Reports for Information

ANDREW SCHOOL

The Board received for information a report regarding the possible closure of Andrew School. The report was prepared by EIPS administration and includes information about the school's background, programming, infrastructure needs and costs, enrolment, class configurations, staffing, attendance-boundary demographics, costs and finances, student transportation and possible options going forward (see pg. 149, "[Andrew School](#)").

TRUSTEE NOTICES OF MOTIONS AND INFORMATION REQUESTS

Chair Boymook made a motion, and the Board approved, "that a Board special meeting be called at 10 a.m. on May 4, 2023, at which time administration is to provide the Board of Trustees with a final recommendation report regarding Andrew School."



BOARD HIGHLIGHTS

Special Board Meeting: April 6, 2023

ANDREW SCHOOL

The Board directed administration to prepare an information report regarding the possible closure of Andrew School, provided to trustees before the next Board meeting on April 20, 2023.

Special Board Meeting: April 27, 2023

BUDGET ALLOCATIONS AND RESERVES USE: 2023-24

The Board approved the budget allocations and reserve use for the 2023-24 school year (see pg. 3, "[2023-24 Budget Allocations Including the Use of Reserves](#)"). Overall, EIPS will receive a 4.8%, or \$8.82 million, increase in funding from Alberta Education—\$6.6 million for specifically targeted grants and \$2.2 million for non-targeted grants. Despite the increase, it's still a tight budget given rising inflation for utilities and employee benefits costs, rules for targeted grants and restrictions on accessing reserves. As such, the Division will develop a conservative spring budget that supports the mission, belief statements and priorities of EIPS.

FUNDING CHANGES HIGHLIGHTS: 2023-24

Changes in funding include:

- a 6% base-funding increase—to offset the decrease in bridge funding;
- a 10% increase to supports and services grants—for specialized learning support; Program Unit Funding; English as an additional language; refugee students; and First Nations, Métis and Inuit education—to offset the decrease in bridge funding.
- a 20% increase to the School Nutrition Grant;
- a 5% increase to the Operations and Maintenance Grant;
- a new Classroom Complexity Grant;
- a new funding model for student transportation that expands rider eligibility and helps absorb rising inflationary costs; and
- the elimination of bridge funding.

SCHOOLS AND DEPARTMENTS: 2023-24

Allocations for schools will increase, by 1.6%, because of higher standard costs. Although, the exact allocations for each school will vary based on enrolment number changes, the weighted-moving-average funding formula and standard cost adjustments. And, for small rural schools, allocations will align with the funding levels detailed in the province's *Funding Manual for School Authorities 2023-24 School Year*.

Similarly, allocations for central departments will also increase, by 2.3%. However, after factoring out the targeted student transportation funding, department allocations will end up decreasing, by 1.1%. The drop is primarily because of one-time spending projects planned in 2022-23—which were funded by reserves.

ACCUMULATED SURPLUS AND RESERVES

Overall, the Division projects an accumulated surplus of \$3.58 million, as of Aug. 31, 2024. The accumulated surplus comprises investment in tangible capital assets (\$7.66 million), operating reserves (\$4.67 million), capital reserves (\$840,000), and asset-retirement obligation (-\$9.6 million). As well, EIPS plans to access \$1.86 million from its operating reserves for schools and departments and \$1.17 million from the Division Allocated Reserve to support Division projects—for the most part, related to student learning, student and staff well-being, career pathways, the new curriculum, junior high intervention supports, program equity and Division infrastructure. Finally, EIPS projects the Division Unallocated Reserve to be \$3.45 million by Aug. 31, 2024, which is well within the operating reserve limit (see pg. 4, "Assumption Highlights: Reserves").



BOARD HIGHLIGHTS

CAPITAL PURCHASES

The Board approved \$1.33 of capital purchases in 2023-24:

- \$814,000 for the Salisbury Composite High Stormwater Project; and
- \$220,000 for the building management system.

MEETING WITH FORT SASKATCHEWAN

As part of the Allocation discussion, Chair Boymook shared the Board met with the City of Fort Saskatchewan on April 26, 2023. The Board expressed to the city its concern about needed supports outside its mandate to better serve children, families and the community. In previous years, the City of Fort Saskatchewan had a family-school liaison worker (FSLW) on staff who provided the mentioned supports and services. However, the province suspended the grant that paid for the FSLW. So, the position was eliminated. Looking ahead, the EIPS Board will continue to advocate for a FSLW in Fort Saskatchewan, and administration will explore ways to help facilitate re-establishing the position.

BOARD POLICY 17

The Board approved amendments to [Board Policy 17: Student Transportation Services](#). The changes align with Alberta Transportation Funding Manual's distance eligibility requirements.

STUDENT TRANSPORTATION FEES: 2023-24

The Board approved Student Transportation fee schedule for the 2023-24 school year. Student Transportation offers an enhanced transportation fee structure. As such, all riders pay a fee for transportation services. It's an equitable structure for riders and allows EIPS to maintain its current level of service. Thanks to a new provincial funding model for student transportation, fees will decrease in 2023-24. Changes made to the funding model include expanding rider distance eligibility, including for riders attending a school or program of choice, and added funding to cover higher fuel and inflationary costs. Student Transportation will also continue to offer a payment-plan option—available to families with fees of \$300 and more—paid over seven months. The approved 2023-24 student fee schedule is available online at [Student Transportation Fees 2023-24](#).

Board Members

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

FOR MORE INFORMATION CONTACT:

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

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

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



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.1

COUNCIL MEETING DATE:
May 23, 2023

ITEM DESCRIPTION OR TITLE

Summer 2023 Municipal Leaders' Caucus

RECOMMENDATION

THAT Council approve the attendance of (insert representatives name(s) at Summer 2023 Municipal Leaders' Caucus on June 21 in St. Paul.

BACKGROUND

The summer Caucuses will focus on smaller conversations based on top-of-mind issues facing Alberta communities. Five caucuses are being held across the province between June 13 and June 22, 2023. Administration recommends up to two (2) members of Council attend on behalf of the Town.

Dates:

June 13 - Diamond Valley

June 14 - Delburne

June 20 - Wembley

June 21 - St. Paul

June 22 - Spruce Grove*

**Will also be available virtually.

In-person registration: \$105 +GST

Virtual registration: \$50 +GST

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

- Support regional collaboration.

FINANCIAL IMPLICATIONS

In-person registration: \$105 +GST

Travel (estimate): \$170



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

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Planning 2023-2027: Safety + Wellbeing Goal: Support existing and build new relationships with organizations to foster inclusion, celebrate diversity, and advance reconciliation.

ATTACHMENTS

Agenda

Report Prepared By: Rick Bastow, CAO

Approved by CAO:

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

Agenda for Summer 2023 Municipal Leaders' Caucus

***Subject to change**

*Exact locations within the municipalities are being finalized and will be updated once all are confirmed.
Registrants will be notified via email.*

June 13	Diamond Valley
June 14	Delburne
June 20	Wembley
June 21	St. Paul
June 22	Spruce Grove

10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host Municipality
10:10 a.m.	Welcome from MLA of the Host Constituency
10:15 a.m.	Icebreaker Activity
10:30 a.m.	Session I – Election Debrief
10:45 a.m.	President's Report (LGFF, EPR, MFR)
11:00 a.m.	Session II – The Future of Municipal Government: Recommendations to Enhance Collaboration
12:00 p.m.	Lunch
1:00 p.m.	Session III – The Best Dam Session: Water Management Principles
2:00 p.m.	Session IV (locally led)
2:55 p.m.	Closing Remarks



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
May 23, 2023

ITEM DESCRIPTION OR TITLE

2023 Lamont Summer Sizzler Rodeo - Parade

RECOMMENDATION

THAT Council receive the 2023 Lamont Summer Sizzler Rodeo – parade update as information.

BACKGROUND

The weekend of July 7-9, 2023 marks the return of Summer Sizzler weekend. In support of the annual event, the Town of Lamont in association with Lamont & District Agricultural Society, Webb’s Machinery, ATB Financial and the Fort Saskatchewan & Lamont Regional Chamber of Commerce will plan and host a kick off to Sizzler event on July 7 and a parade on July 8. The kick off event (planning in progress) will feature entertainment, food, and beverages, along with children focused activities. The Parade is anticipated to host more than 70 floats. This year’s theme will be ‘Summertime Vibes’.

COMMUNICATIONS

Promote event to parade participants, sponsors, and spectators.

IMPLICATIONS OF DECISION

Deliver quality services and amenities for all residents.

FINANCIAL IMPLICATIONS

Budget: \$10,000.00*

Costs include, but not limited, promotion/advertising, fireworks, entertainment, DJ/MC, materials, and prizes.

*Where possible, corporate donations will be sought.

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023-2027 - Goal Community Connection + Vibrancy: Support, recognize and celebrate our residents and community organizations.



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

ATTACHMENTS

N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:

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



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

AGENDA ITEM: 4.3

COUNCIL MEETING DATE:
May 23, 2023

ITEM DESCRIPTION OR TITLE
Centenarian Recognition

RECOMMENDATION

THAT Council accept the Centenarian Recognition update as information.

BACKGROUND

As of May 19, 2023, there have been no submissions received for 2023 centenarian recognition. Administration consulted with the Health Care Centre and assisted living facilities regarding the annual Centenarian Recognition Program. Public promotion via social and print media along with billboard advertising were also employed.

2023 intake is scheduled to end on May 23, 2023. Intake for the 2024 edition of the program will commence in January/February 2024.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A


POLICY AND/OR LEGISLATIVE REFERENCES

Park Sponsorship, Donation and Memorial Contribution Policy

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:
May 23, 2023

ITEM DESCRIPTION OR TITLE
Intermunicipal Request

RECOMMENDATION

THAT Council accept the intermunicipal request discussion as information.

BACKGROUND

Fires in areas north and west of Edmonton have necessitated community evacuations. The evacuation experience has varied by region as some community evacuations have been rescinded and others remain ongoing. Elections Alberta has confirmed it is monitoring the wildfire situation in case it has to delay the provincial election in one of the constituencies impacted by wildfires. A *Voting Information for Electors Displaced by Emergency or Disaster* feature is prominently displayed on the Elections Alberta website. Delaying an election date can only be requested on a constituency-by-constituency basis.

On May 10, 2023, Yellowhead County issued correspondence requesting support in rescheduling the May 29 election date.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

Letter - Yellowhead County

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



10 May 2023

Dear Alberta Municipalities:

Re: Alberta Provincial Election

It is time for all parties running in this upcoming election to band together, get a hold of elections Alberta and postpone this Provincial Election.

This election is nothing but a distraction at this point. When we, Albertans, need every government official to roll up their sleeves and fight for this province before we don't have a province to come back to.

At this time, we ask that you postpone this election and form a non-partisan collaborative government for the betterment of all Albertans.

The forecast is for high temperatures again in the near future, and we need to be ready.

I'm calling on all Albertans, all mayors and reeves across Alberta to contact your MLAs to help me get this message out.

Regards,


Wade Williams
Mayor Yellowhead County

Cc: Premier of Alberta
RMA
AB Munis



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

AGENDA ITEM: 4.5

COUNCIL MEETING DATE:
May 23, 2023

ITEM DESCRIPTION OR TITLE

Ukrainian Canadian Congress-Alberta Provincial Council

RECOMMENDATION

THAT Council determine the appropriate course of action.

BACKGROUND

On Sunday, August 20th, 2023, the Ukrainian Canadian Congress-Alberta Provincial Council (UCC-APC) will celebrate its annual Ukrainian Day. Their 2022 event took place in Lamont and was held in conjunction with the Babas & Borshch Ukrainian Festival. As the Babas & Borshch event will not take place in 2023, the UCC-APC event will return to the Ukrainian Cultural Heritage Village.

The UCC-APC has requested sponsorship support. As the event is scheduled to occur outside the greater Lamont region and offers limited return on investment, administration recommends denying the 2023 request.

COMMUNICATIONS

Advise UCC-APC of decision.

IMPLICATIONS OF DECISION

TBD

FINANCIAL IMPLICATIONS

TBD

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023-2027 – Fiscal Responsibility: Goal: Demonstrate leadership in fiscal management and prioritization.

ATTACHMENTS

1. Sponsorship request

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



Ukrainian Day

Opening our Hearts

August 20, 2023

SPONSORSHIP & ADVERTISING OPPORTUNITIES!

On Sunday, August 20th 2023, the UCC-APC will be celebrating our annual Ukrainian Day at the Ukrainian Cultural Heritage Village. This annual festival has been a signature community event for over 70 years!

The festival includes several activities, talent showcases, and commemorative events promoting and celebrating Ukrainian-Albertan heritage and culture. The event will feature a Music Jam, Cheremosh & Tryzub dancers, choirs, food vendors, presentations, children's activities, displays and much more!

We encourage you to show your support of the Ukrainian-Canadian community, the largest population of Ukrainians outside of Ukraine itself, especially during this time of Russia's invasion of Ukraine. Ukrainian Day is a unique opportunity to showcase your organization, business or services to a large, diverse audience. A chance to show your community spirit and caring, while at the same time fostering brand recognition throughout the Ukrainian community. All sponsors will be profiled to maximum capacity by UCC-APC.

You can show your support of Alberta's vibrant Ukrainian community at one of several different levels of sponsorship. All Ukrainian Day sponsors will be acknowledged. In addition, each level of sponsorship has a wide variety of profile and marketing opportunities.

All sponsors will be provided with:

- **Logo and recognition on UCC-APC website, e-Bulletins, program booklet and media releases**
- **Prominent signage at Ukrainian Day (sponsor to provide banner)**
- **Announcements and recognition of sponsorship by the Emcee at the Showcase Concert**
- **Opportunity to distribute corporate marketing item/brochure (must be approved by the UCC-APC)**
- **Acknowledgement in the UCC-APC newsletter article about Ukrainian Day.**

A. 2022 Ukrainian Day Presenting Sponsor \$5,000

The Presenting Sponsorship is a unique opportunity for a company/organization to attach its name and reputation to an important annual event and be associated with the broader community in Alberta. This is a co-branding opportunity with the potential for lasting recognition and offers the chance for your corporate/organization name and logo to be prominently melded into all 2022 Ukrainian Day advertising and promotion. In addition to the promotional and advertising opportunities previously mentioned, you will also receive:

- **Naming opportunity of the event, i.e. UCC-APC and ‘your company’ present Ukrainian Day 2023**
- **Opportunity to use ‘Ukrainian Day Sponsor’ on your promotional and advertising materials**
- **Opportunity to develop a special marketing item/component at the Ukrainian Day event**
- **Link from the UCC-APC website to your organization’s website**
- **First right of refusal for next year’s presenting sponsorship**
- **Corporate Logo on an email announcement acknowledging and promoting the sponsorship (5000+)**
- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the cover of the Ukrainian Day program book, 3000+ distributed at the event and mailed around Alberta**
- **Full page ad in the Ukrainian Day program book (3000+ copies)**
- **Corporate Logo on an e-Bulletin announcement acknowledging and promoting the sponsorship (5000+)**
- **Half page ad in the UCC-APC newsletter, distributed to 1500+ contacts**
- **Special VIP luncheon with unique entertainment**

B. 2022 Ukrainian Day Concert Showcase Sponsor \$3,000



This Sponsor receives many benefits from sponsoring the headline event of the afternoon at Ukrainian Day, the Ukrainian Showcase performance. In addition to the promotional and advertising opportunities previously mentioned, you will also receive:

- **Opportunity to use ‘Ukrainian Day Sponsor’ on your promotional and advertising materials**
- **Link from the UCC-APC website to your organization’s website**
- **First right of refusal for next year’s concert sponsorship**
- **Opportunity for corporate/organization name and logo to be displayed on the main stage (banner to be provided by the sponsor)**
- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the acknowledgement page in the Ukrainian Day program book (3000+)**
- **Half page ad in the Ukrainian Day program book (3000+ copies)**
- **Corporate Logo on an e-Bulletin announcement acknowledging and promoting the sponsorship (5000+)**
- **Quarter page ad in the UCC-APC newsletter, distributed to 1500+ contacts, and on-line**
- **Special VIP luncheon with unique entertainment**

C. 2022 Ukrainian Day

Silver Sponsor

\$2,000

This sponsor will receive many benefits and prominent positioning of your organization's name and logo on all Ukrainian Day promotion and advertising materials. In addition to the opportunities mentioned above, you will also receive:

- **Opportunity to use 'Ukrainian Day Sponsor' on your promotional and advertising materials**
- **Link from the UCC-APC website to your organization's website**
- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the acknowledgement page in the Ukrainian Day program book 3000+**
- **Half page ad in the Ukrainian Day program book (3000+ copies)**
- **Acknowledgement in the UCC-APC newsletter, distributed to 1500+ contacts, and online**

D. 2022 Ukrainian Day

Bronze Sponsor

\$750

For your sponsorship of this special event, you will receive positioning of your organization as follows:

- **Your corporate logo on all our emails promoting the event, broadcast directly to over 5000 contacts (targeted to community leaders, local business, individuals and media)**
- **Logo on the acknowledgement page in the Ukrainian Day program book (3000+)**
- **Quarter page ad in the Ukrainian Day program book (3000+ copies)**
- **Logo and recognition on the UCC-APC website**
- **Announcements and recognition of sponsorship by the Emcee at the Showcase Concert**
- **Prominent on site signage**
- **Acknowledgement in the UCC-APC newsletter article about Ukrainian Day, and on-line**

E. 2022 Ukrainian Day

Activity Sponsor

\$500

Businesses and organizations also have an opportunity to sponsor a specific component of Ukrainian Day 2022. Activity areas include:

- **Stage Sponsor**
- **Arts and Crafts Sponsor**
- **Market Sponsor**
- **Children's activities and games**

For your sponsorship of this special component, you will receive positioning of your organization as follows:

- **Quarter page ad in the Ukrainian Day program book (3000+ copies)**
- **Logo and recognition on the UCC-APC website**
- **Prominent Signage at the sponsorship area (banner to be provided by the sponsor)**
- **Recognition on the acknowledgement page of the Ukrainian Day program book**
- **Acknowledgement in UCC-APC newsletter article about Ukrainian Day, and on-line.**

F. In-Kind Sponsor

To mount any event there are many needs and opportunities for businesses to provide in-kind support for items such as:

- **Decorations**
- **Tents**
- **Design of Promotional Materials**
- **Printing of Promotional Materials**
- **Technical equipment and support**

If you are interested in an in-kind sponsorship, recognition will be provided at the level of support provided - in Program booklet, website, e-Bulletin. Please contact our office for more details.

UCC-AB Provincial Council
#8, 8103-127 Ave, Edmonton, T5C 1R9
community@uccab.ca
(780) 414-1624

**The Ukrainian Day Souvenir
Program Booklet
Advertising Opportunities!**

Printed in full colour!

The Ukrainian Day Booklet is distributed free of cost to all attendees during annual Ukrainian Day festivities.

Advertising rates:

Taxes do not apply to prices!

Full page

7 1/4 " x 9 1/4 " = \$800

Half page

3 1/2 " x 9 1/4 " or 7 1/4 " x 4 1/2 " = \$ 535

Quarter page

3 1/2 " x 4 1/2 " = \$325

Business card

3 1/2 " x 2 " = \$190

DEADLINES:

Ad space reservation - **July 5, 2023**

Ad material submission – **July 15, 2023**

** Orders received after the deadline will only be accepted based on space availability*



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: May 23, 2023

ELECTED OFFICIAL: Jody Foulds

REPORT PERIOD: May 10, 2023 to May 16, 2023

Boards and Committees:

- **Parks and Recreation Committee – May 8, 2023**

Town of Lamont Business:

- **Economic Development Community Drop-In – May 11, 2023**

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:

- **Town Wide Clean up – May 13, 2023**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: May 23, 2023

ELECTED OFFICIAL: Al Harvey

REPORT PERIOD: April 25 to May 16

Boards and Committees:

- April 25 Council
- May 5 Special Council Meeting
- May 9 Council

Items for Council Discussion:

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

Town of Lamont Business:

-

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:

- April 29 Bruderheim Mayors
- May 10 Farmers Market
- May 12 ATB Customer Appreciation
- May 14 Chamber Trade Show volunteer
- May 16 Regional Fire Training Centre invitation visit



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: May 23, 2023

ELECTED OFFICIAL: Linda Sieker

REPORT PERIOD, May 5, 2023 – May 20 ,2023

Boards and Committees:

- **May 10- Lamont County Housing Foundation – Board Development Program for Regulated Requirements 10 of 15**

Town of Lamont Business:

Professional Development (Workshops & Conferences)

Lamont Functions and Events:

- **May 9 – Business Parade Participation Walk About**
- **May 10 – Lamont Farmers Market - Opening**
- **May 11 – Meet & Greet Economic Development**
- **May 11 - Lions Club – Parade Presentation**
- **May 13 – Town – Wide Clean-up**
- **May 16 – Bruderheim Ladies in Leadership Event**

CAO REPORT

FOR THE PERIOD ENDING May 17, 2023

HIGHLIGHTS:

May 4, 2023

- Weekly meeting with Director of Operations.
- Lamont – Elk Island National Park meeting.
- Recreation initiative planning.

May 5, 2023

- 2023 tax insert preparation.

May 8, 2023

- Town wide clean up planning.
- Economic development inquiry response.
- Tax insert preparation.

May 9, 2023

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

May 10 - 28, 2023

- Sponsorship research.

May 11, 2023

- Weekly meeting with Director of Operations.
- 2023 recreation initiatives planning.
- Economic development open house.

May 13, 2023

- Town wide clean up.

May 15, 2023

- Tax insert preparation.

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- Vacation scheduled from May 24 -May 29

CLOSED SESSION NOTICE

May 23, 2023

7.1 St. Michael Regional Solid Waste Commission

(Advice from Officials)

- *FOIP Section 24 – Advice from Officials*

7.2 Queens Park

(Advice from Officials)

- *FOIP Section 24 – Advice from Officials*

Motion to go into Closed Session:

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