

Council Package

October 10, 2023



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
October 10, 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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**Town of Lamont
September 12, 2023
Regular Meeting of Council**

PRESENT:	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	Dave Taylor	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	Rick Bastow	Chief Administrative Officer
	Dawn Nielsen	Deputy Chief Administrative Officer
	Tyler Edworthy	Director, Operations & Infrastructure
	Robert Mu	Finance Officer
	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: 283/23 Councillor Holowaychuk: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes – August 22, 2023

MOTION: 284/23 Councillor Sieker: That the Minutes of the August 22, 2023 Council Meeting be accepted as presented.

CARRIED

b) Parks & Recreation Committee Meeting Minutes – August 28, 2023

MOTION: 285/23 Councillor Taylor: That the Minutes of the August 28, 2023 Parks and Recreation Committee Meeting be accepted as presented.

CARRIED

DELEGATIONS:

- Urban Hens – Cory Cholak

MOTION: 286/23 Councillor Foulds: That Cory Cholak be accepted as a delegation.

CARRIED

- Rezoning – Jamie Hardy & Dan English

MOTION: 287/23 Councillor Holowaychuk: That Jamie Hardy and Dan English be accepted as a delegation.

CARRIED

CORRESPONDENCE: None.

NEW BUSINESS:

Council Meeting Cancellation

MOTION: 288/23 Councillor Koroluk: That Council cancel the September 26, 2023 Council Meeting.

CARRIED

Audit Engagement Letter

MOTION: 289/23 Councillor Taylor: That Council approve signing the 2023 audit engagement letter.

CARRIED

2023 Capital Works Program Update

MOTION: 290/23 Councillor Holowaychuk: That Council accept the 2023 Capital Works Program update as information.

CARRIED

Economic Development

MOTION: 291/23 Councillor Harvey: That Council accept the economic development update as information.

CARRIED

Tawâw Park

MOTION: 292/23 Councillor Foulds: That Council approve the use of up to \$2,000.00 from GL 6200-200 budget (town beautification) towards the purchase of picnic tables for Tawâw Park.

CARRIED

MOTION: 293/23 Councillor Sieker: That Council accept the Tawâw park update as information.

CARRIED

MOTION: 294/23 Councillor Taylor: That Council accept the September 30th Truth and Reconciliation Day update as information.

CARRIED

Engineering Service Review

MOTION: 295/23 Councillor Koroluk: That Council receive the Engineering Service Review update as information.

CARRIED

REPORTS:

Council Reports:

Mayor Perrin	Written report attached.
Councillor Taylor	Attended the August 28 Parks & Recreation Committee meeting and the September 7 Picnic in the Park.
Councillor Harvey	Nothing to report.
Councillor Koroluk	Nothing to report.
Councillor Sieker	Written report attached.

Councillor Foulds Attended the August 28 Parks & Recreation Committee meeting

Councillor Holowaychuk Nothing to report.

Staff Reports:

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

MOTION: 296/23 Councillor Sieker: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION: None.

CLOSED SESSION:

- **2023 Operations**
 - *FOIP Section 24 – Advice from Officials*
- **2023-2024 Recreation Facility Usage**
 - *FOIP Section 24 - Advice from Officials*
- **Urban Hens**
 - *FOIP Section 17(2)(e) – Disclosure Harmful to Personal Privacy*
- **Rezoning**
 - *FOIP Section 17(2)(e) - Disclosure Harmful to Personal Privacy*
- **2024 Service Levels**
 - *FOIP Section 24 - Advice from Officials*

MOTION: 297/23 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 17(2)(e) and Section 24 of the *Freedom of Information and Protection of Privacy Act* at 7:52 p.m.

CARRIED

MOTION: 298/23 Councillor Foulds: That Council revert to regular Council meeting session at 9:08 p.m.

CARRIED

MOTION: 299/23 Councillor Holowaychuk: That Council extend the meeting past 9:00 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 300/23 Councillor Koroluk: That Council accept the 2023 Operations update as information.

CARRIED

MOTION: 301/23 Councillor Sieker: That Council accept the 2023-2024 Recreation Facility Usage update as information.

CARRIED

MOTION: 302/23 Councillor Taylor: That Council direct Administration to investigate the development of a pilot project for 2024 regarding Urban Hens in Lamont including bylaw amendment, bylaw enforcement, permitting, and related policy with initial information to be provided by the end of November 2023.

CARRIED

MOTION: 303/23 Councillor Harvey: That Council direct Administration to advise the delegation of the Land Use Bylaw Amendment process.

CARRIED

MOTION: 304/23 Councillor Harvey: That Council accept the 2024 Service Levels update as information.

CARRIED

ADJOURNMENT: Mayor Perrin adjourned the meeting at 9:12 p.m.

Mayor

Chief Administrative Officer



September 20, 2023

His Worship Kirk Perrin
Mayor, Town of Lamont
5307-50 Avenue
Lamont, Alberta T0B 2R0

Dear Mayor Perrin,

On behalf of Elk Island Public Schools, I wish to extend our gratitude to you and all members of Lamont Town Council for the generous contribution of \$10,000 towards the Family School Liaison Worker (FSLW) position serving both Lamont Elementary and Lamont High.

The FSLW serves a key role in facilitating connections between families, schools and the community—with a focus on positive outcomes for students. As you know, they work as part of a multidisciplinary team to enhance service delivery by helping families set goals, plan strategies and arrange resources that will help students be successful in all aspects of their lives.

Your funds will continue to support these efforts and ensure we can provide the care necessary for students and their families this year, and we are thankful for your support.

Sincerely,



Sandra Stoddard,
Superintendent

SS:clp

cc: Cathy Allen, Board Chair – Elk Island Public Schools
Colleen Holowaychuk, Trustee - Elk Island Public Schools
Kelly Sawatzky Principal, Lamont High School
Paul McKay, Principal, Lamont Elementary School

Another Summer of Tourism Success with Go East of Edmonton 2023!

Hello all Tourism Partners,

We are pleased to provide this report on our Summer Marketing activities. Once again we are seeing consistent growth for tourism in the work we are doing that benefits all communities in the region. Overall, many milestones reached and our most successful results for summer marketing.

Key Takeaways in this Document:

Grants - Over \$100,000 received in 2023 for marketing and development.

Travel Guide- another successful year with increased demand and readership.

Website- huge increases in traffic reaching over 100,000 more than last year.

Social Media- over 50,000 followers reaching over 1 million annually.

Digital Marketing- highly effective again this summer on Google and Meta Ads.

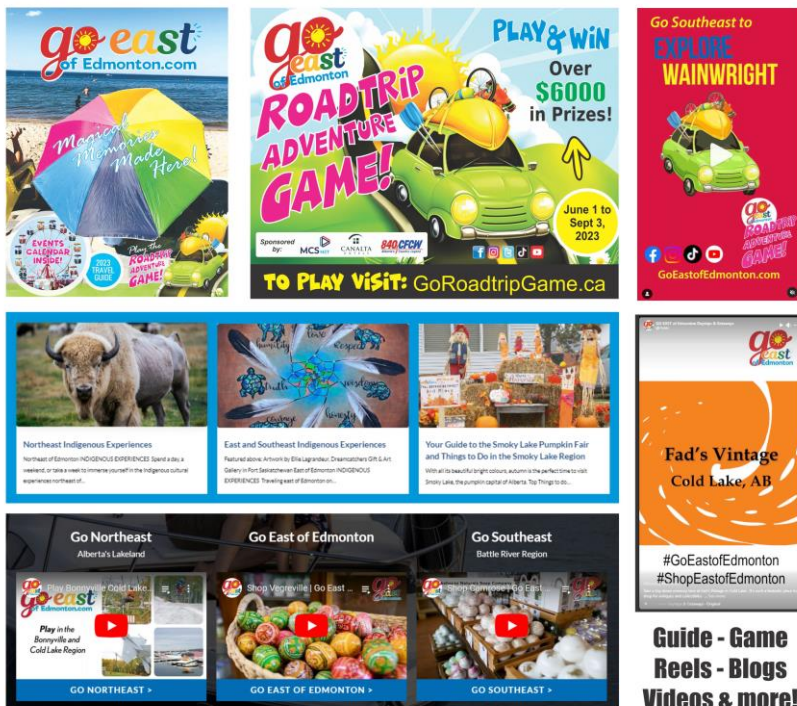
New Content Created- Over 20 new videos promoting local businesses in top destinations and new Indigenous Experiences launched in addition to other important website updates.

Roadtrip Adventure Game- more successful with increased travellers and expenditures into the region.

NRED Tourism Development Project -now underway to support local businesses and training with regional tourism development support.

Inviting for New Board Members- positions are available to join our leadership team.

Go East of Edmonton AGM - Update, coming soon.



Grants from Travel Alberta...

New Milestone reached- for 3 years in a row we have earned \$90,000 or more in grant funds from Travel Alberta. In 2023 we are pleased to say that once again Travel Alberta entrusted us as the DMO to promote the whole region for summer tourism events and activities. **Travel Alberta staff commented how strong our results were in previous years** and provided the funding for 2023 through till winter in early 2024.

Travel Guide is another great success in 2023

A Success Year after Year – *The 2023 Travel Guide saw the return of the full events calendar, some new design features and the ever popular Roadtrip Adventure game section.*

Testimonials continue to come in about the guide, its great content, and numerous operators have stated the positive return on investment received from it. The travel guide receives the majority of all our testimonials that come in, and is the #1 reason people say they learned about roadtrips into the region.

In 2023, we distributed to over 100 outlets in Calgary, over 350 in Edmonton area plus key locations and visitor centres around Alberta, in addition to complete distribution in our local area. With 62,000 copies printed it was running out early in August as there is only a limited number of boxes left.

Year after year, the Travel Guide has proven itself as an effective unique marketing tool- many have said it is the Best and most popular Travel Guide in Alberta!

Website Traffic Sees Huge Growth this Summer!

New Milestone reached again- *it's the highest traffic ever for the Go East website. Across all our regions of East Central Alberta and Northeast Lakeland, no tourism website even comes close to achieving this high of Traffic!*

For the period of May 1 to September 15 from Google analytics: these results are all better than 2022!

Over 50% increase in website sessions (visits) over last year, which is **187,000 more visits** to the website! Now reached over 325,000 sessions(visits) to the website.

30% increase in pageviews to over 450,000 which is **100,000 more pageviews than last year!**

40% Increase in website users = over 250,000 users which is an increase of nearly **75,000 new people using the Go East website to plan trips into the region!**

Google Search Reports that the Go East of Edmonton Website appeared in **over 10 Million searches** (Impressions) in the past year and resulting in over **200,000 clicks to Partners pages and content** on the website!!!

A few outstanding achievements include: **Over 1000% increase** in traffic for Outdoor Adventures! Events calendar and Major events has doubled in traffic. Camping, golfing, things to do, and travel guide are all seeing significant increases in traffic.

These numbers also do not include the Annual **online version of the printed travel guide**. So far for 2023 the online travel guide has reached...**over 130,000 pageviews** from spring till end of September which is a 30% increase in views.

Total Pageviews for the website and Online Guide is consistently over 600,000 annually and growing.

Go East of Edmonton Website is where your content, events and activities need to be. Be sure to send us your events and updates every month to info@goeastofedmonton.com!

Social Media Success...now over 50,000 followers!

New Milestones reached – *we have surpassed well over 50,000 total followers from all social channels. As of Sept 30, we have reached nearly 36,000 followers on Facebook and nearly 10,000 subscribers to our e-newsletter! Instagram and our new Tik Tok page continue to grow as well.*

Interesting and Impressive facts:

- We are on social media every day 7 days per week!
- Dozens of new people follow us every day. In the summer, 1000 new people may follow us in one month.
- And Wow...Tik Tok shows that the **hashtag #goeastofedmonton has now been used over 587,300 times!!**
- **Over 500,000 reached in July 2023 and nearly 500,000 in August 2023. Highest ever summer reach from Facebook and Instagram combined.**

In 2023 so far we have reached over 1 million people combined from Facebook and Instagram. Be sure to always Tag us @goeastofedmonton, or #goeastofedmonton

Did you see us on Global TV?

On Thursday June 29, we were live on the Global TV morning show to promote the region, Roadtrip Adventure Game and the 2023 Travel Guide. **It was another great interview.** See it here...

<https://globalnews.ca/video/9801711/new-travel-guide-features-locations-in-eastern-alberta/>

We also ran Ads on the Global TV morning show starting in June till early August.

Other Digital Marketing Results... (From May till September 15)

1. Facebook/Instagram Ads and Google Display, Search and Retargeting Ads
 - Impressions have reached **over 6.5 Million so far.**
 - Interactions including clicks on total Ad content of over 200,000.

Video views of Go East Roadtrip Videos in 2023 so far is over 75,000 with total views of **over 1 Million views** since all videos have been launched!!

Pattison Edmonton Digital Billboards- Rotating Ads ran from May to August in targeted locations with over **350,000 plays** reaching over 8 Million total vehicle traffic.

Its clear Go East of Edmonton is the #1 promoter of this region with a strong impact for tourism and economic development.

New Content Created in 2023

We are pleased to announce these important content enhancements to the website.

Recently we launched a **New Homepage** to the website...www.goeastofedmonton.com.

Plus from the Homepage we have also created **new theme pages for our regions:**

Go Northeast, Go East, Go Southeast with more content to be added to these soon.

We launched our **New Indigenous Tourism Experiences section**...the most comprehensive guide to Indigenous experiences in the region.

See the excellent **New Indigenous Video** launched here also...

<https://goeastofedmonton.com/things-to-do/indigenous-experiences/>

Plus we have updated Trip Ideas, articles and Destination pages from across the region to help drive traffic and more visitation. We also continued **Unique Influencer Campaigns** in summer of 2023.

New Video Development...Over the past year we have filmed and edited videos and compiled into themes and compilations promoting local businesses from some of our top Communities across the region.

Over 20 New Videos were created and launched at <https://goeastofedmonton.com/videos/> These videos are also being promoted on Facebook-Meta and Google-Youtube.

Communities and businesses featured include: Bonnyville-Cold Lake, Lac La Biche , Athabasca, Smoky Lake, Strathcona County, Vegreville, Camrose, Wainwright and their surrounding areas.

(This was previously funded by the CARES program and we hope to seek new funding to continue video development across the region in 2024.)

Roadtrip Adventure Game 2023...

Here is an update from us as we are still tabulating the data and results, but have some **great successes to share** for 2023. This is still *A One-of-a-kind Promotion in Alberta!*

- Over 1000 have signed up for the Roadtrip Adventure Game on the website.
- Hundreds of Families played the game and spent money across the region.
- Prizes contributed from the partners actually topped over \$8000.00
- The visitor feedback is once again very positive making this another successful project.
- The Game ended early September with announcements of winners coming soon in October.
- Many thanks go to sponsors MCSNET Internet services, CFCW Radio and Canalta Hotels, as well as the participating communities. Learn more at <https://goeastofedmonton.com/itineraries-roadtrips/roadtrip-adventure-game/>

Increased Travellers and More stickers Given away in 2023!

Some sticker stations reported to double the amount of stickers given away, while some others had **significant increases** of 100 or more. The vast majority of sticker stations reported more stickers given away in 2023 as compared to 2022. Unofficial results are that: 20% more stickers given away to a total of over 8500 stickers across the region and over 500 entries submitted from all prize categories.

The amount of people that went to every Community – all 43 locations doubled over last year. This is a very significant amount of increased roadtripping and expenditures projected across the region.

Roadtrip Scans...

- New in 2023 we piloted a new way for travellers to enter for bonus prizes, the roadtrip QR code to scan at the sticker stations. We received **over 1000 scans** this summer for Bonus prizes.

Google Map Guides...

- As part of the QR code scan, travellers could access new Google maps that were specific to the roadtrip route they were on. It had events, things to do, local businesses from all the communities.

- Between June 2023 and September long weekend our **Google map guides had reached 18,000 views.** The maps were also placed on the Community pages all over the website to continue to promote the region throughout the summer.
- Sample Map...https://www.google.com/maps/d/u/0/edit?mid=1WS74Pk6ZQ6f2xovX5aJ_E_rE40L--S8&ll=53.805890613265795%2C-111.86122390000001&z=7
- On this Hwy 16 map you can go to the More Roadtrip Adventures Heading and you can see a link to all the Maps for all the other highway roadtrips.

Did you see the Video Reel we created to promote your community?

Every community has been promoted through Reels on Instagram and <https://www.facebook.com/GoEastofEdmonton> with a total reach of over 100,000 views!

We asked Sticker Station Managers and staff for **Feedback, and received these Great Comments...**

- A lot of people came and said they loved it and they will be back to visit the community again!
- The people and families enjoyed themselves, and more came than last year.
- Some people said they would not have come here if not for the Go East Roadtrip Game!
- Most stations (where applicable) said that travellers made purchases at the station and around the town. Some came specifically to make purchases. As much as 25% to 50%, and even 90% made purchases at a station!
- Travellers said it was great fun and the Best Roadtrip ever!
- Many said they used the "travel guide" and "played last year" as a reason for hearing about it.
- Overall was very good and we should do the game again next year!

It is our recommendation to continue the Game across the region for 2024! We are estimating once again that the ROI and spending generated from the Roadtrip Adventure Game is over \$100,000 in 2023. **Considering inflation in 2023, this is a great achievement in a tourism promotion!**

New Tourism Development Underway – NRED Program Funding...

In Summer 2023 we received the **NRED Grant for Tourism Development and Industry Support**, in which we have through 2024 for new project work. If you have tourism businesses that are new or needing support or have a Tourism Development project- contact us for assistance. We are seeking locations for our upcoming Digital marketing training and another Tourism Conference in 2024.

Inviting for new Board Members to Join us.

We want to invite partner organizations to consider to put forward for new board member positions that are available. As the most active and effective DMO promoting the region we look forward to receiving your input and working with all communities to grow tourism. Contact us for details.

Announcing Soon, AGM for Go East of Edmonton Regional Tourism.

Watch for news soon about our upcoming In-person Meeting for our AGM and presentations. Tentatively for middle of November 2023. Looking forward to seeing everyone soon!

Sincerely from, Kevin Kisilevich on behalf of the Go East Team Members.



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

AGENDA ITEM: 4.1

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE
REZONING

RECOMMENDATION

THAT Council set a public hearing for Tuesday, October 24, 2023, at 7:15pm at the Town office Council Chambers, 5307 50th Avenue, Lamont.

BACKGROUND

On September 12, 2023, the Council received a delegation request concerning Lot 7, Block 10, Plan 06 2811. Council made the following motion in response:

MOTION: 303/23: That Council direct Administration to advise the delegation of the Land Use Bylaw Amendment process.

The delegation has submitted the amendment paperwork. They are requesting to rezone a single property from C2 General Commercial land Use District to R3 Low to medium Density Multiple Residential Land Use District. Administration is requesting Council schedule a public hearing for October 24th at 7:15pm at the Town office Council Chambers, 5307 50th Avenue, Lamont.

COMMUNICATIONS

Online and print communications.

IMPLICATIONS OF DECISION

TBD

FINANCIAL IMPLICATIONS


N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Land Use Bylaw 06/17

ATTACHMENTS

N/A

Report Prepared By: CAO Bastow
Approved by CAO: 



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE
2023 Capital Works Program Update

RECOMMENDATION

THAT Council accept the 2023 Capital Works Program update as information.

BACKGROUND

The 2023 Capital Works Program construction was completed September 22, 2023, administration is providing Council with a recap of the 2023 Capital Works Program.

- Construction began on 50 A Ave the first week of July with temporary water and utility locates.
- The waterline replacement was completed July 14, 2023.
- Water testing was completed July 21, 2023, and the temporary water service was disconnected.
- The road construction began July 24, 2023.
- The project was delayed slightly due to rain, but maintained the anticipated timeline, and paving was completed September 1, 2023.
- Landscaping was completed on 50 A Ave as of September 15, 2023.
- The sanitary line replacement located in the 50th Ave alley between 53 & 54 Street was completed on September 22, 2023.

Under the approved budget, administration was able to negotiate paving work to improve 54 Avenue and 45 Street in front of Lamont Creek. Patching 5 settlement areas and replacing a portion of sidewalk and asphalt on 50 A Ave at the corner of 45 street to improve drainage and improve sidewalk.

The contractors were able to maintain an adequate 2023 Capital Program construction schedule, with completion on September 22, 2023. Preliminary numbers show the 2023 Capital Works Program is on budget with the additional work added. The inspection is scheduled for October 17, 2023, and a final budget will be presented to Council once all information is received.

COMMUNICATIONS

- Construction road signage.
- Residential door knockers.
- Site meeting with Contractors.



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

Notification to emergency services on road closures.

IMPLICATIONS OF DECISION

Provide sound project management that supports the identified 2023 Capital Works Project timeline and budget impacts.

FINANCIAL IMPLICATIONS

2023 Capital Budget, Approved December 13, 2022.

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023 – 2027

Goal: Demonstrate leadership in fiscal management and prioritization.

Goal: Improve capacity and reliability of our water and wastewater systems.

Goal: Continue to follow best practices in asset management.

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy Director Operations and Infrastructure.

Approved by CAO:



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

AGENDA ITEM: 4.3

**COUNCIL MEETING DATE:
October 10, 2023**

ITEM DESCRIPTION OR TITLE

2024 BUDGET SCHEDULE AND APPROACH

RECOMMENDATION

THAT Council accept the 2024 Budget Schedule and Approach as information.

BACKGROUND

Municipal Government Act (MGA) requires that Town Council review and approve the Town's budget each year.

Council must consider impacts on the base budget. Budget drivers may include, but are not limited to:

- General inflation.
- Utility cost increases.
- Increased policing cost downloaded by the Province.
- Items identified by the Town's Strategic Plan.
- Capital programs for the year of 2024.
- Debt and reserve level.
- Provincial funding level changes, including Local Government Fiscal Framework (LGFF)(previously named as MSI)

Therefore, upon reviewing the requirements of the MGA along with consideration of Council's input during the Strategic Planning process, setting this schedule and approach to the budget process is an important stage towards enhanced transparency and good governance. Administration has prepared the attached 2024 Budget Schedule for Council's consideration.



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

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Refer to enclosed 2024 Budget Schedule (Appendix 1). Approval of the attached timelines as presented will allow Council and Administration to implement the planning and budget process for 2024 which includes the development of a 3-year and 5-year financial plans, Fees and Charges Bylaw and update the Utility Bylaw in a timely manner.

FINANCIAL IMPLICATIONS

N/A


POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 242
MGA Section 243
MGA Section 283

ATTACHMENTS

1. Appendix 1 – Budget Schedule

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO: 

2024 BUDGET SCHEDULE





TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.4

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE
2023 CITIZENSHIP AWARDS

RECOMMENDATION

THAT Council receive the 2023 CITIZENSHIP AWARDS update as information.

BACKGROUND

The Lamont High School Citizenship Awards night will take place on October 23, 2023. Refreshments will start at 6:30pm with the awards ceremony commencing at 7:00pm. Mayor Perrin has been invited to represent the Town.

Administration has worked with School Administration to finalize the process. The 2023 budget sets out several contributions that will be distributed to award recipients.

Grade 12: up to 2 awards of \$200
Grade 11: up to 2 awards of \$150
Grade 10: up to 2 awards of \$100

Award recipients in grades 7 to 9 will be provided with a pizza lunch in recognition of their achievement. Estimated cost of \$300.

COMMUNICATIONS

Online congratulations to award recipients.

IMPLICATIONS OF DECISION

Strengthens community support and relationship building.

FINANCIAL IMPLICATIONS

GL1100-240: Budget expense of up to \$1200

POLICY AND/OR LEGISLATIVE REFERENCES

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

ATTACHMENTS

N/A



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

Report Prepared By: CAO Bastow

Approved by CAO:

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



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.5

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE

ALBERTA INDUSTRIAL HEARTLAND ASSOCIATION (AIHA)

RECOMMENDATION

THAT Council direct Administration to send a letter to Lamont County requesting support in applying to become an associate member of the Alberta Industrial Heartland Association.

BACKGROUND

Alberta’s Industrial Heartland Association (AIHA) is a non-profit organization founded in 1999 to guide investment attraction to Alberta’s Industrial Heartland. AIHA is governed by a board of directors comprised of the five municipal partners that have land within the geographic boundaries of the Industrial Heartland:

- City of Fort Saskatchewan
- Lamont County
- Strathcona County
- Sturgeon County
- City of Edmonton (official partner in 2010)

Associate Membership was added in 2011. Associate Members are municipalities invited to participate on committees, task forces, and attend Board meetings. While Associate Members do not have voting rights, their views contribute to the actions taken by the Association.

The three Associate Members include:

- Town of Bruderheim
- Town of Gibbons
- Town of Redwater

COMMUNICATIONS

Letter of request

IMPLICATIONS OF DECISION

Strengthens relationship building and economic development.



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

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023-2027- Strategic Priorities – Fiscal Responsibility - Goal: Grow and diversify municipal revenue streams.

ATTACHMENTS

N/A

Report Prepared By: CAO Bastow

Approved by CAO:

A handwritten signature in black ink, appearing to be "Bastow", is written over a horizontal line.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM:

4.6

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE

2024 Fortis Franchise Fee

RECOMMENDATION

THAT Council accepts the report for information and approve the 7.5% as the rate for 2024.

BACKGROUND

Fortis Alberta Franchise Fee Agreements allow a year over year re-consideration of franchise fees. The Town of Lamont is required to notify Fortis of any changes to the franchise fees by **November 1st** of the year prior to a change taking effect. The current rate at the Town of Lamont is set at 7.5% providing an estimated revenue of \$92,137 in 2023 as per a report released by Fortis.

The range of the rates at other municipalities are between 0% to 20%. The current rate at the Town of Lamont is set at 7.5% providing an estimated revenue of \$96,369 approximately in 2024 as per a report released by Fortis. Fortis forecasts their 2023 revenue will be \$1,284,927 from the Town. Therefore, based on the current franchise fee percentage of 7.5%, our forecast 2024 franchise fee revenue for the Town would be \$96,369.

COMMUNICATIONS

The Administration will notify Fortis about the Council’s decision by November 1st, 2023.

FINANCIAL IMPLICATIONS

Analysis:

The analysis is based on Fortis estimated 2024 revenue of \$1,284,927 from the Town and the number of units determined by 2023 property assessments.

The current ratio of 7.5% is costing \$9.73 approximately for each ratepayer per month. Any 1% of increase or decrease will result an increase or decrease of \$1.3 for each ratepayer per month in general.

2024 Fortis Franchise Fee	7.5%	8.5%	9.5%	6.5%	5.5%	1.0%
Annual Franchise Fee	96,369	109,219	122,068	83,520	70,671	12,849
Monthly Franchise Fee	8,031	9,102	10,172	6,960	5,889	1,071
Monthly per Unit	9.73	11.03	12.33	8.44	7.14	1.30



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

POLICY AND/OR LEGISLATIVE REFERENCES

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

ATTACHMENTS

- N/A

Report Prepared By: Robert Mu, Finance

Officer Approved by CAO:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned to the right of the text 'Officer Approved by CAO:'.



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

AGENDA ITEM:

4.7

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE

2024 ATCO FRANCHISE FEE

RECOMMENDATION

THAT Council accepts the report for information and approve 35% as the rate for 2024.

BACKGROUND

ATCO Franchise Fee Agreements allow a year over year re-consideration of franchise fees. The Town of Lamont is required to set its franchise fees by **November 1st** of the year prior to a change taking effect.

As part of our Franchise Agreement with ATCO, the Town is permitted to either increase, decrease or keep the franchise fee the same, with written notice each year. The range of the rates should be between 0% to 35%.

The current rate for the Town is 35%.

In 2022, ATCO Delivery Tariff revenue in the Town of Lamont was \$628,984.75. ATCO forecast Delivery Tariff revenues are \$622,166 and \$572,903 for 2023 and 2024 respectively. Therefore, based on the current franchise fee percentage, our forecast 2024 franchise fee revenue would be \$200,516.

2024 ATCO Franchise Fee	2024	2023	2022	2021
ATCO Delivery Tariff Revenue	572,903	622,166	628,985	509,975
Paid/pay to the Town (35%)	200,516	217,758	220,145	178,491

COMMUNICATIONS

Administration will notify ATCO about the Council’s decision by November 1st, 2023.



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

FINANCIAL IMPLICATIONS

Analysis:

The analysis is based the enclosed ATCO 2024 forecast Delivery Tariff revenue of \$572,903 and the number of units determined by 2023 property assessments.

The current ratio of 35% is costing \$20.25 approximately for each ratepayer per month on average. Any 2% of increase or decrease will result an increase or decrease of \$1.16 for each ratepayer per month in general.

2024 ATCO Franchise Fee	35%	33%	31%	29%	27%	2%
Annual Franchise Fee	200,516	189,058	177,600	166,142	154,684	11,458
Monthly Franchise Fee	16,710	15,755	14,800	13,845	12,890	955
Monthly per Unit	20.25	19.10	17.94	16.78	15.62	1.16

POLICY AND/OR LEGISLATIVE REFERENCES

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

ATTACHMENTS

- N/A

Report Prepared By: Robert Mu, Finance

Officer Approved by CAO:



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.8

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE SUPPORTING WATERSHED MANAGEMENT

RECOMMENDATION

THAT Council direct Administration to include the request in Budget 2024 deliberations.

BACKGROUND

The North Saskatchewan Watershed Alliance (NSWA) is asking for a 2024 contribution of \$988.80. In 2023, Lamont was not among the municipalities who provided support to the NSWA.

The NSWA is a not-for-profit organization collaborating with a diverse range of stakeholders to find practical solutions to watershed issues. They foster collaboration at the watershed level, create opportunities for stakeholders to come together, share resources and explore innovative solutions to watershed challenges.

COMMUNICATIONS

Notify NWSA of Council's decision.

IMPLICATIONS OF DECISION

TBD

FINANCIAL IMPLICATIONS

TBD

POLICY AND/OR LEGISLATIVE REFERENCES

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

ATTACHMENTS

- Letter from North Saskatchewan Watershed Alliance

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant
Approved by CAO:



202, 9440 49 Street, Edmonton, AB T6B 2M9 | NSWA.AB.CA



September 5, 2023

His Worship Kirk Perrin
Mayor, Town of Lamont
PO Bag 330
Lamont, AB T0B 2R0

Dear Mayor and Council,

RE: Supporting Watershed Management for a Thriving Town of Lamont

I hope this letter finds you in good health and spirits. I am writing to you on behalf of the North Saskatchewan Watershed Alliance (NSWA) to kindly request your support for the NSWA in 2024. Last year, Lamont **was not among the more than 40 municipalities who supported the NSWA**. This year, as we embark on another year of collaborative efforts, we are again asking for positive consideration by you and your Council in 2024 for a **contribution of \$988.80**.

As you are aware, water and environmental management stands as a pillar of Lamont's growth and prosperity. The well-being of our citizens and our economy depends on secure access to clean drinking water, the sustained health of our watershed, protection against flooding and drought, and effective stormwater management.

Lamont is important to our watershed because the town sits within the Beaverhill basin, which contributes to the North Saskatchewan River, and the water and natural assets in and around the town are important to our watershed's overall health. The water Lamont uses comes from the landscape upstream, while the town's stormwater or wastewater can affect the ecosystem downstream. This means that improving sustainability is best achieved at a watershed scale and in collaboration with other water managers.

At the NSWA, we believe the complex, multi-faceted nature of water and environmental management is best tackled by bringing people and communities together to collaborate. For more than 23 years, the NSWA has worked tirelessly to bring partners together to improve how we collectively manage our rivers, wetlands, and lakes using the best and most applicable science. This important work is accomplished because of the generous support of municipalities like Lamont, the provincial government, and water utilities.

The goals of the NSWA and the Town of Lamont are well aligned. Lamont's 2019-2022 Strategic Plan identifies a commitment to develop a Municipal Development Plan and a mandated Intermunicipal Development Plan, both of which aim to improve the sustainability of Lamont. These objectives are closely aligned what the NSWA and partners are working to implement through the Integrated Watershed Management Plan for the North Saskatchewan watershed.



Your support means that the NSWA can continue to bring municipalities and partners together to address water quality and quantity challenges, build new tools for decision-makers, and improve our understanding of the watershed. One such project is the NSWA's update to the State of the Watershed assessment, last completed in 2005. NSWA is using an internationally recognized method called the Freshwater Health Index developed by Conservation International to calculate a numeric rating for the watershed's vitality, ecosystem services, and governance. The State of the Watershed enables Lamont to make decisions and set priorities armed with the best information on the health of the watershed. The assessment is also a valuable tool for the town to communicate basin health with its citizens.

We believe that through collective efforts, we can build a future where water resources are managed sustainably, benefiting not only Lamont but our entire watershed. Your continued support is invaluable in shaping this vision into reality. We invite you to explore our 2022-2023 Annual Report and the NSWA website for more information (www.nswa.ab.ca). Enclosed is an invoice to facilitate the administration of your suggested contribution.

I would be happy to connect with you and your Council to provide more information. The NSWA Executive Director, Scott Millar (scott.millar@nswa.ab.ca) is also available to present to Lamont and to answer any questions you may have about the NSWA.

Sincerely,



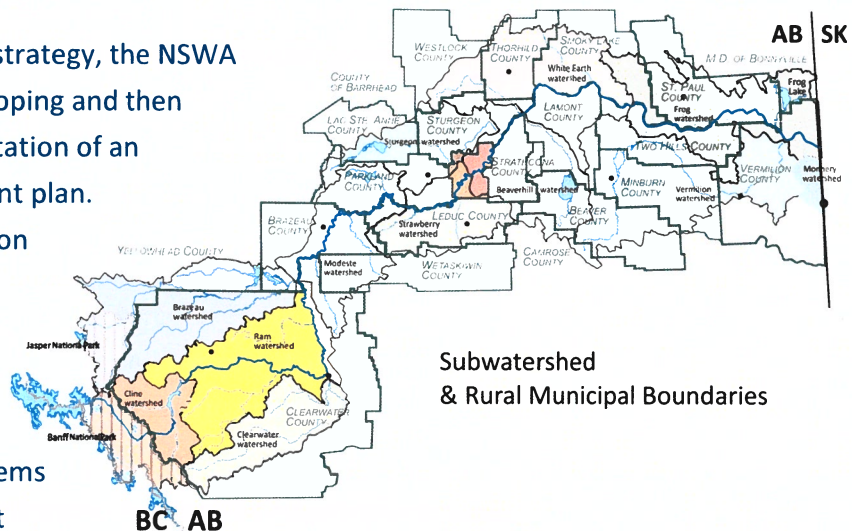
Stephanie Neufeld
Chair, North Saskatchewan Watershed Alliance

Cc: Chief Administrative Officer

HIGHLIGHTS FROM 2022-2023

The North Saskatchewan Watershed Alliance (NSWA) is a non-profit, multi-stakeholder organization dedicated to **improving the health and sustainability of the North Saskatchewan River and its watershed.**

Under the Alberta *Water for Life* strategy, the NSWA carries the responsibility of developing and then encouraging voluntary implementation of an integrated watershed management plan. Implemented through collaboration and community engagement, the plan sets out the actions needed to protect and enhance the quantity and quality of water and the health of aquatic ecosystems within the watershed and support the social and economic well-being of the region.



STATE OF THE WATERSHED ASSESSMENT

The State of the Watershed assessment examines numerous aspects of watershed health so that we have a baseline from which to determine if actions are needed to improve watershed health.



Building upon the NSWA's 2005 assessment, the **State of the Watershed** will make use of an internationally recognized methodology called the **Freshwater Health Index (FHI)**, developed by Conservation International. This will be the first use of FHI in a North America. The index scores watershed vitality, services, and governance to create scientifically supported, scalable, consistent results that integrate available data and the expertise of local stakeholders, subwatershed alliances, and the NSWA.

WETLAND STRATEGY

The NSWA is developing the **Strategy to Improve Wetland Management for the North Saskatchewan River in Alberta**. This collaborative strategy is intended to coordinate and align the work of partners across the watershed to advance wetland management and implementation of the Alberta Wetland Policy. The NSWA is offering a **Wetland Education Sponsorship** to support municipal partners as they elevate their knowledge and technical capacity to conserve wetlands and implement wetland restoration initiatives in the watershed.



RIPARIAN HEALTH ACTION PLAN

The NSWA continues to promote practices and policies that support riparian health. We initiated a **review of riparian regulations for 24 municipalities** as a foundation for building a **Riparian Regulations Best Management Practices Guide**. As well, we are working to add new dimensions to the provincial riparian setback calculator to support municipal planning processes. The **Riparian Web Portal** (riparian.info) continues showcase restoration projects from across the watershed.

EDUCATION AND OUTREACH

A key role for the NSWA is sharing knowledge and information on the North Saskatchewan River watershed. Staff attend community events throughout the summer, publish a monthly newsletter, hosts workshops and webinars, and is actively growing our social media network. We are proud to say we have engaged with more than **1,900 community members** and reach over **5,700 people** through our social media channels in 2023.



STAY CONNECTED TO NSWA

Email us at water@nswa.ab.ca to join our newsletter and event mailing list.

Visit us at www.nswa.ab.ca to see more on our partners, our work, and our results.

Connect with us on the social media platform of your choice.



NorthSaskRiver



north_sask_river



@NorthSaskRiver



northsaskriver



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

AGENDA ITEM: 4.9

COUNCIL MEETING DATE:
October 10, 2023

ITEM DESCRIPTION OR TITLE

Northern Lights Library System Board – 2024 Levy

RECOMMENDATION

THAT Council accept the Northern Lights Library System Board 1.5% levy increase in 2024.

BACKGROUND

The members of the Northern Lights Library System Board approved the 2024 budget as of August 25, 2023. The budget is anticipated to be ratified at the General Board meeting on November 24, 2023.

2024 Levies:

\$5.39 per capita Municipality

\$10.78 per capita Municipality without Library Board

The total 2024 levy equals \$9,561.86 for the Town of Lamont. Population of 1774 x \$5.39. Within the levy is Library Book Allotment funds.

\$3,768.95 from the above levy is allocated to the Lamont Library.

COMMUNICATIONS

Advise the Northern Lights Library System Board of Council’s motion.

IMPLICATIONS OF DECISION

Supports the Northern Lights Library System Board 2024 operations.

FINANCIAL IMPLICATIONS

The 2024 library expense is \$9561.86.

The 2023 library expense was \$9278.02.

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023 – 2027 Goal: Support existing and build new relationships with organizations to foster inclusion, celebrate diversity, and advance reconciliation.



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

ATTACHMENTS

Letter from Northern Lights Library System Board

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

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



5616 – 48 St, Postal Bag 8, Elk Point, AB, T0A 1A0
Tel 780-724-2596 Fax 780-724-2597

Sept 11, 2023

Mr. Rick Bastow
Town of Lamont
PO Box 330
Lamont, AB
T0B 2R0
rick.b@lamont.ca

Dear Mr. Bastow,

Further to the letter sent in April, on Aug 25, 2023, the Northern Lights Library System Board unanimously approved, in principle, the upcoming 2024 budget. The budget includes a 1.5% levy increase for Municipalities and/or their Library Boards. The budget is anticipated to be ratified at the Nov 24, 2023, General Board meeting.

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 library operating grants. Therefore, your population for purposes of the 2024 library system levy is **1774**.

Please send a copy of your council motion accepting or rejecting the presented Northern Lights Library System Board 2024 Budget, with its 1.5% levy increase.

2024 Levies:

\$5.39 per capita	Municipality
\$10.78 per capita	Municipality without Library Board

The total levy for 2024 equals **\$9,561.86** from the Town of Lamont. (1774 x \$5.39) Do NOT remit payment, the invoice will follow in December.

You may contact your Northern Lights Library Board member representative if you have any questions. A copy of the budget is available from your Northern Lights Library Board member representative.

Regards,



Jennifer Anheliger
Chairman
Northern Lights Library System Board



James MacDonald
Executive Director
Northern Lights Library System



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: Oct 10, 2023

ELECTED OFFICIAL: Kirk Perrin

REPORT PERIOD: September 8, 2023 – October 6, 2023

Boards and Committees:

- **Economic Development meeting – September 20**
-
-

Town of Lamont Business:

- **Fort Saskatchewan & District Chamber of Commerce AGM - October 4**
- **Read in Week Lamont Elementary – October 5**

Professional Development (Workshops & Conferences):

- **Alberta Municipalities Conference - September 26 to 29**
-

Lamont Functions and Events:

- **AIHA AGM – September 14**
- **Tawaw Park Build – September 29**
- **Tawaw Park Opening – September 30**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: October 10/23

ELECTED OFFICIAL: Jody Foulds

REPORT PERIOD: September 13/23 to October 3/23

Boards and Committees:

- **John S. Batiuk Water Region Water Service meeting – September 14/23**

-

Town of Lamont Business:

-

Professional Development (Workshops & Conferences):

- **Alberta Municipalities Conference September 26 to 29/23**

Lamont Functions and Events:

-



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: October 10, 2023

ELECTED OFFICIAL: Linda Sieker

REPORT PERIOD, September 12 ,2023 – October 6 ,2023

Boards and Committees:

- **September 16 – Lamont County Housing Foundation
Open House – Mundare Lodge**
- **September 25 - Lamont County Housing Foundation Meeting**
- **October 5 – Lamont County Housing Foundation
Fall Regional Meeting Alberta Seniors & Community
Housing Association**

Town of Lamont Business:

Professional Development (Workshops & Conferences)

- **Sept 26- Sept 29 - Alberta Municipalities Convention**

Lamont Functions and Events:

- **Sept 13 – Parade De-Briefing Meeting / Parade Float Decorating**
- **Sept 14 – Lamont Community Awareness**
- **Sept 16 – Bruderheim Fall Parade**
- **Sept 23 – Lamont Lions Corn Roast**
- **Sept 30 – JD’s Sweets & Treats Grand Opening**
- **Sept 30 – Truth & Reconciliation Ceremony**
- **Oct 1 – Remembrance Day Planning Meeting**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: Oct. 10, 2023

ELECTED OFFICIAL: Al Harvey

REPORT PERIOD: July 4 to Oct. 4, 23

Boards and Committees:

- July 11 Council
- Aug. 22 Council
- Sept. 12 Council
- Sept.18 Regional Emergency Advisory Committee (planning)
- Sept. 20 Economic Development
- Sept. 22 Regional Emergency Advisory Committee

Items for Council Discussion:

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

Awareness of the REAC budget for the municipal budget process

Question? Should the Town of Lamont be an associate member of AIHA?

Question? Should budget allocation be made to permit attendance at the Alberta Munies pre conference sessions, including the Elected Officials Education Program?

Town of Lamont Business:

-

Professional Development (Workshops & Conferences):

- Sept. 14 Alberta Industrial Heartland Association
- Sept. 27-29 Alberta Municipalities Conference

Lamont Functions and Events:

- July 7 Lamont Summer Festival
- Aug. 5 Smoky Lake Parade
- Aug.17 Reeves Golf Tournament
- Sept. 7 Picnic in the park



- Sept. 14 Bruderheim Fall Parade
- Sept. 29 Park dedication
- Sept. 30 Reconciliation



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: October 10, 2023

ELECTED OFFICIAL: Colleen Holowaychuk

REPORT PERIOD: September 1, 2023 -October 10, 2023

Boards and Committees:

- September 11 & October 2, 2023 – Lamont Public Library Meeting
- September 13, 2023 – Parade Committee Meeting
- September 20, 2023 – Lamont High School Council Meeting
 - 349 students registered.
- September 28, 2023 – Lamont Elementary School Meeting
 - 329 students registered.

Town of Lamont Business:

- N/A

Professional Development (Workshops & Conferences):

- September 26-29, 2023 – Alberta Municipalities Convention

Lamont Functions and Events:

- September 7, 2023 – Picnic in the Park
- September 17, 2023 – Bruderheim Fall Festival Parade
- September 29, 2023 – Tawáw Park Construction
- September 30, 2023 – Truth and Reconciliation Day and opening of Tawáw Park Opening

CAO REPORT

FOR THE PERIOD ENDING October 4, 2023

HIGHLIGHTS:

September 7, 2023

- Weekly meeting with Director of Operations.
- Economic development meeting.

September 8, 2023

- Truth and Reconciliation Day planning.
- Economic development planning.

September 11 – 15, 2023

- Small business week planning.
- Weekly meeting with Deputy CAO.
- Weekly meeting with Finance Officer.
- Weekly meeting with Director of Operations.
- Economic development research.
- 2024 budget preparation.
- Office safety meeting.
- Summer Fest debrief.
- Truth and Reconciliation Day planning.

September 18 - 22, 2023

- Meeting with Schools – Tawâw Park.
- Emergency management meeting.
- Truth and Reconciliation Day planning.
- Bylaw enforcement contract – review.
- Economic development board meeting.
- Economic development meetings.
- Weekly meeting with Deputy CAO.
- Weekly meeting with Finance Officer.
- Weekly meeting with Director of Operations.
- ARO review.
- REAC meeting.

September 25 - September 29, 2023

- Small business week planning.
- 2024 budget preparation.
- Truth and Reconciliation Day planning.
- 2023 Alberta Municipalities Conference.

October 2- October 5, 2023

- Weekly meeting with Deputy CAO.
- Weekly meeting with Finance Officer.
- Small business week planning.
- ARO review.

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- October 12 -13 MSC Exam

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING October 10-23

HIGHLIGHTS

STAFF

- Weekly Operations team meetings Thursday.
- Safety Meeting October 5, 2023

Facilities

- 15 facility bookings since June 13, 2023.
- Curling Club Repairs completed.
- Curling Club hand over completed Oct 2-23
- Ice scheduling and communication.

Transportation Maintenance

- Crosswalk installed 54 Ave- 46 Street
- Playground signs installed 54 Ave.
- Road patching and paving completed.

Parks & Recreation

- Grass cutting and regular maintenance.
- Town flowers watering ended Sept 28-23.
- Town flower removal Initiated Oct 10-23.
- Ice season operation started September 18-23.
- Splash Park shut down.
- Hillside pavilion winterized.

Utilities

- Edna lift station communication repair.
- Sanitary sewer flushing.
- Sanitary line repair 20 Prince Drive.
- 53 & 50 Ave Sanitary Sewer investigation.
- Clean up leaves from storm drains.
- Water CC valve repairs completed.
- Hydrant winterizing initiated.

Projects & Requests:

- Completed Canadian Free Trade Agreement Limited Tender Spreadsheet.
- Climate Resilience Capacity Building Meetings, October 5, 2023.
- Clay Pile Lease agreement.
- Bruderheim parade float preparation.
- Asset Retirement Obligation project report submitted.
- Capital Work Program construction Completed.
- Tawaw Park pavilion and rock garden Installed.
- Tawaw Park playground installation coordination.
- Truth and Reconciliation Day event.

Description	2023 Budget	Targeted Amount Sept.	2023 Actual Sept.	Variance	% of Completion	2023 - Sept.	2022 - Sept.	Increase/ (Decrease)	Percentage	Note
REVENUE										
General Revenue	(3,048,674)	(2,888,517)	(2,880,627)	(168,047)	94%	(17,960)	(21,186)	3,226	-15%	
Administration	(516,394)	(344,263)	(364,842)	(151,552)	71%	(688)	(1,792)	1,103	-62%	
By Law	(5,620)	(3,747)	(5,667)	47	101%	(25)	(446)	421	-94%	
Strs. & Road	(318,993)	(212,662)	(321,186)	2,193	101%	0	0	0	0%	
Water	(562,205)	(374,803)	(363,674)	(198,531)	65%	(91,510)	(83,985)	(7,525)	9%	
Sewer	(234,091)	(156,061)	(165,221)	(68,870)	71%	(27,324)	(24,978)	(2,346)	9%	
Garbage	(357,721)	(238,481)	(240,375)	(117,346)	67%	(59,740)	(57,557)	(2,183)	4%	
Cemetery	(1,269)	(846)	(2,400)	1,131	189%	(600)	0	(600)	0%	
Planning & Subdivision	(1,650)	(1,100)	(442)	(1,208)	27%	(25)	(177)	152	-86%	
Hall	(12,792)	(8,528)	(10,576)	(2,216)	83%	(327)	(1,613)	1,286	-80%	
Arena	(145,338)	(96,892)	(110,851)	(34,487)	76%	(1,010)	(71,074)	70,064	-99%	
Park	(6,050)	(4,033)	(8,608)	2,558	142%	0	0	0	0%	
Curling Rink	(520)	(347)	(475)	(45)	91%	(100)	0	(100)	0%	
TOTAL REVENUE	(5,211,317)	(4,330,279)	(4,474,943)	(736,374)	86%	(199,308)	(262,807)	63,498	0%	
EXPENSE										
Council	135,632	90,421	94,322	41,310	70%	8,781	11,928	(3,146)	-26%	
Administration	719,496	479,664	528,401	191,095	73%	45,253	54,238	(8,985)	-17%	
Fire	36,481	24,321	25,665	10,816	70%	1,094	937	157	17%	
Disaster Service	3,860	2,573	2,360	1,500	61%	0	0	0	0%	
By-Law	122,914	81,943	37,335	85,579	30%	378	2,048	(1,669)	-82%	
Public Work	287,620	191,747	162,596	125,024	57%	15,299	18,875	(3,576)	-19%	
Street & Road	605,067	403,378	328,139	276,928	54%	40,960	32,757	8,204	25%	
Storm Sewer	90,718	60,479	69,941	20,777	77%	7,250	33	7,217	21883%	
Water	718,337	478,891	396,748	321,589	55%	55,008	39,401	15,607	40%	
Sewer	68,035	45,357	24,884	43,151	37%	1,855	24,484	(22,628)	-92%	
Garbage	306,729	241,204	225,211	81,518	73%	15,891	15,118	773	5%	
Family Community & Cemetery	26,675	17,783	26,155	520	98%	900	10,900	(10,000)	-92%	
Town Beautification	8,650	5,767	6,230	2,420	72%	0	0	0	0%	
Planning & Subdivision	71,800	47,867	20,980	50,820	29%	2,997	(493)	3,490	-708%	
Hall	140,707	93,805	88,993	51,714	63%	8,256	8,505	(249)	-3%	
Arena	334,995	223,330	204,717	130,278	61%	16,668	27,715	(11,047)	-40%	
Park	173,963	115,975	148,666	25,297	85%	17,941	6,683	10,008	150%	
Curling Rink	44,326	29,551	30,974	13,352	70%	2,536	(755)	3,292	-436%	
School Fund	556,564	371,043	337,403	219,161	61%	0	0	0	0%	
Total Expense	4,452,569	3,005,097	2,759,720	1,692,849	62%	241,070	252,372	(12,553)	-5%	

PLANNING & DEVELOPMENT

QUARTERLY REPORT APRIL TO JUNE 30, 2023

	1st Quarter Jan 1- Mar 31	2nd Quarter Apr 1 - Jun 30	3rd Quarter Jul 1 - Sep 30	4th Quarter Oct 1 -Dec 31
Development Permits	5	1	6	
Compliance Certificates	0	1	1	
Encroachment Agreements	2	1	0	
Intermunicipal Referrals	1	0	0	
Subdivisions	0		0	
Unauthorized Developments	0		0	
TOTAL	YEAR TO DATE			
Development Permits	5	6	12	
Compliance Certificates		1	2	
Encroachment Agreements	2	3	3	
Intermunicipal Referrals	1	0	0	
Subdivisions		0	0	
Unauthorized Developments		0	0	
Submitted by:				
Diane Burtnick				



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

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

**QUARTERLY REPORT
July, August & September**

DATE: Oct 3, 2023
TO: Rick Bastow
Chief Administrative Officer
From: CPO. Chelaine Regehr
Municipal Enforcement Services Dept.

COMMUNITY STANDARDS

Door knockers/notices issued: **50**
Unightly yard Order to remedy: **1**
Notice to Enter posted for grass: **11**
Properties mowed by Contractor: **4**
Fire/nuisance **1**

ANIMAL CONTROL

Calls involving Dogs: **4**
Dog bites: **0**
Chickens: **1**
Cat complaints: **3**

TRAFFIC ENFORCEMENT

Traffic Enforcement: **2**
Trailers: **3**
Abandoned Vehicle: **1**
Offroad Vehicle: **1**

PROVINCIAL STATUTES

School zones are always a priority, especially since both schools in town are such busy roads. Warnings have been given to a couple drivers who have parked/stopped in front of the high school to drop off their children and an educational statement has been put out on the town's social media so more people are aware that this is an issue and stop parking/stopping in this location. Traffic operations have also been conducted in the downtown core with a couple warnings being given to drivers performing "J" turns over the yellow line to park on the other side of the street. There have been complaints regarding these infractions to the town and school staff.

Over the summer there were no stunting complaints until school was back in session. On this occasion the infraction happened in the middle of the day. The witness was unable to obtain a plate number but did take some pictures. The High school was made aware of the incident and the students who were recognized in the photos were spoken to by administrative staff.

At the beginning of September foot patrols have started in the schools again when time permits. This has been a great opportunity for the school aged community members and staff to see a familiar face and reach out if needed. Foot patrols through the schools are important in maintaining a good relationship with the staff and students as when school is in there is an increase in complaints involving the students that are in town during the day.

This is a breakdown of the complaints and statistics that we have compiled to date. Our focus throughout the fall/winter months will be snow removal and traffic.

Should you require further information or clarification, please contact me.

Respectfully

CPO. Chelaine Regehr
Municipal Enforcement Services Dept.

CLOSED SESSION NOTICE

October 10, 2023

7.1 2023 Operations Update

(Advice from Officials)

- FOIP Section 24 – Advice from Officials

7.2 Watermain Update

(Advice from Officials)

- FOIP Section 24 – Advice from Officials

7.3 2023 - 24 Boards, Committees and Commissions

(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."