

# Council Package

January 9, 2024



Page left intentionally blank



**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
January 9, 2024**

**1. CALL TO ORDER AND RELATED BUSINESS**

**1.1. CALL TO ORDER**

**1.2. ADOPTION OF AGENDA**

**1.3. DECLARATION OF PECUNIARY INTEREST**

**1.4. ADOPTION OF MINUTES**

**1.4.1. December 12, 2023 Council Meeting Minutes .....Page 1**

**1.4.2. December 11, 2023 Parks & Recreation Minutes .....Page 7**

**2. DELEGATIONS**

**2.1. MOTION FOR ACCEPTANCE OF DELEGATION**

**3. CORRESPONDENCE**

**3.1. Minister of Environment and Protected Areas Letter .....Page 9**

**3.2. Municipal Affairs Letter – Local Government Fiscal Framework .....Page 11**

**3.3. Municipal Affairs Letter – Property Assessment Models .....Page 13**

**3.4. Fortis – 2024 Estimated Distribution & Transmission Rates .....Page 14**

**3.5. CN Media Release .....Page 17**

**3.6. EIPS Board Highlights – December 14, 2023 .....Page 30**

**4. NEW BUSINESS**

**4.1. ATB Donation Request.....Page 33**

4.2. 2024 Tax Recovery Public Auction Conditions of Sale.....	Page 35
4.3. Parks & Recreation Committee Appointments .....	Page 39
<b>5. REPORTS</b>	
5.1. Mayor & Council.....	Page 48
5.2. CAO .....	Page 50
5.3. Director Operations & Infrastructure.....	Page 51
5.4. Planning & Development.....	Page 52
5.5. Bylaw Enforcement.....	Page 53
<b>6. NOTICES OF MOTION</b>	
<b>7. CLOSED SESSION.....</b>	<b>Page 55</b>
7.1. Parks & Recreation Committee Appointment	
7.2. 2023 Operation Update	
7.3. Alberta Industrial Heartland Association	
7.4. Chief Administrative Officer	
<b>8. ADJOURNMENT</b>	



**Town of Lamont  
December 12, 2023  
Regular Meeting of Council**

<b>PRESENT:</b>	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	Dave Taylor	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	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: 411/23 Councillor Sieker:** That the Council Agenda be accepted as presented.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**ADOPTION OF MINUTES:**

a) Meeting Minutes – November 28, 2023

**MOTION: 412/23 Councillor Holowaychuk:** That the Minutes of the November 28, 2023 Council Meeting be accepted as presented.

**CARRIED**

b) Governance & Priorities Committee Minutes –December 10, 2023

**MOTION: 413/23 Councillor Taylor:** That the Minutes of the December 10, 2023 Governance & Priorities Committee Meeting be accepted as presented.

**CARRIED**

**DELEGATIONS:** None.

**CORRESPONDENCE:**

- Letter from Lamont Daycare
- Letter from County of Lamont Food Bank
- Go East of Edmonton Tourism AGM – 2023 Updates & Successes
- NAAGO Meeting Minutes – November 13, 2023

**MOTION: 414/23 Councillor Foulds:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS:**

**Lamont Christmas Light UP! Committee Donation Request**

**MOTION: 415/23 Councillor Taylor:** That Council provide the Lamont Christmas Light UP! Committee an in-kind donation of the use of the Meeting Room on January 14, 2024.

**CARRIED**

**Lamont Lions Club Donation Request**

**MOTION: 416/23 Councillor Koroluk:** That Council provide an in-kind donation, consisting of a cheese board, to support the Lamont Lions Club raffle.

**CARRIED**

**Tax Recovery Costs to Tax Roll**

**MOTION: 417/23 Councillor Holowaychuk:** That Council authorize the costs to be transferred to the tax rolls as itemized in the attached Schedule "A".

**CARRIED**

**Transfer of Utilities to Property Taxes**

**MOTION: 418/23 Councillor Foulds:** That Council authorize the transfer of outstanding utilities over 90-days to their individual tax rolls as per Schedule "A".

**CARRIED**

**2024 Borrowing Bylaw**

**MOTION: 419/23 Councillor Koroluk:** That Council give first reading to Bylaw 14/23, Borrowing Bylaw.

**CARRIED**

**MOTION: 420/23 Councillor Holowaychuk:** That Council give second reading to Bylaw 14/23, Borrowing Bylaw.

**CARRIED**

**MOTION: 421/23 Councillor Sieker:** That Council give unanimous consent to proceed to third reading of Bylaw 14/23, Borrowing Bylaw.

**UNANIMOUSLY CARRIED**

**MOTION: 422/23 Councillor Taylor:** That Council give third reading to Bylaw 14/23, Borrowing Bylaw.

**CARRIED**

**GFL Update**

**MOTION: 423/23 Councillor Taylor:** That Council approve the recommended option 1 as the preferred transition to the new weekly waste collection service day Friday.

**CARRIED**

**2024 Interim Budget**

**MOTION: 424/23 Councillor Koroluk:** That Council approve the 2024 Interim Operating Budget as presented.

**CARRIED**

**Bylaw 12-13, 2024 Fees and Charges**

**MOTION: 425/23 Councillor Koroluk:** That Council give first reading to Bylaw 12/23, 2024 Fees and Charges.

**CARRIED**

**MOTION: 426/23 Councillor Sieker:** That Council give second reading to Bylaw 12/23, 2024 Fees and Charges.

**CARRIED**

**MOTION: 427/23 Councillor Holowaychuk:** That Council give unanimous consent to proceed to third reading of Bylaw 12/23, 2024 Fees and Charges.

**UNANIMOUSLY CARRIED**

**MOTION: 428/23 Councillor Foulds:** That Council give third reading to Bylaw 12/23, Fees and Charges.

**CARRIED**

**2024 Capital Budget and 5-Year Capital Plan**

**MOTION: 429/23 Councillor Taylor:** That Council approve the 2024 Capital Budget priorities as presented based on confirmed funding.

**CARRIED**

**MOTION: 430/23 Councillor Koroluk:** That Council approve the 5-Year Capital Plan as presented.

**CARRIED**

**REPORTS:**

**Council Reports:**

<b>Mayor Perrin</b>	Written report attached.
<b>Councillor Taylor</b>	Written report attached.
<b>Councillor Harvey</b>	Written report attached.
<b>Councillor Koroluk</b>	Nothing to report.
<b>Councillor Sieker</b>	Written report attached.
<b>Councillor Foulds</b>	Nothing to report.
<b>Councillor Holowaychuk</b>	Written report attached.



**Staff Reports:**

**Director, Operations & Infrastructure**  
**Finance Officer**

Written report attached.  
Written report attached.

**MOTION: 431/23 Councillor Harvey:** That Council accept the reports as presented.

**CARRIED**

**NOTICES OF MOTION:** None.

**CLOSED SESSION:**

- **Personnel**
  - *FOIP Section 17 – Disclosure Harmful to Personal Privacy*
  
- **Utilities**
  - *FOIP Section 24 – Advice from Officials*

**MOTION: 432/23 Councillor Foulds:** 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 and 24 of the *Freedom of Information and Protection of Privacy Act* at 7:25 p.m.

**CARRIED**

**MOTION: 433/23 Councillor Harvey:** That Council revert to regular Council meeting session at 8:35 p.m.

**CARRIED**

**MOTIONS ARISING FROM CLOSED SESSION:**

**MOTION: 434/23 Councillor Foulds:** That Council appoint Dawn Nielsen as Interim Chief Administrative Officer effective November 20, 2023.

**CARRIED**

**MOTION: 435/23 Councillor Sieker:** That Council approve an increase to the 2024 Interim Budget for Administration Expense to \$343,423.

**CARRIED**

**MOTION: 436/23 Councillor Holowaychuk:** That Council approve the unbudgeted expenditure for legal costs in 2023 up to \$25,000.

**CARRIED**

**MOTION: 437/23 Councillor Koroluk:** That Council direct Administration to proceed as directed in closed session.

**CARRIED**

**MOTION: 438/23 Councillor Taylor:** That Council direct Administration to investigate the options of removing and/or reducing the water consumption amount included in the minimum rate, and providing the revenue impacts.

**CARRIED**

**ADJOURNMENT:** Mayor Perrin adjourned the meeting at 8:39 p.m.

---

Mayor

---

Chief Administrative Officer



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
Dec 11, 2023, 7:00 pm  
Parks and Recreation Committee  
via Zoom**

**Agenda**

<b>PRESENT:</b>	David Taylor	Chair
	Jody Foulds	Vice Chair
	Kirk Perrin	Ex Officio
	Tyler Edworthy	Administrative Liaison
	Emma Skillings	Public Member at Large(absent)
	Krista Skinner	Public Member at Large(absent)
	Lindsey Mercer	Public Member at Large
	Matthew Levicki	Public Member at Large

**Public Attendees:**

- 1) **Call to Order and Related Business: 7:01pm**
- 2) **Appointment of Recording Secretary: Kirk Perrin**
- 3) **Adoption of Agenda: Kirk Perrin Carried**
- 4) **Adoption of Minutes:** Done Via Email.

**5) NEW BUSINESS:**

- 5.1 Park Development Planning
  - a. Review
  - b. Trails
  - c. Frisbee Golf

outline presented – a full development plan to be presented to committee by First quarter 2025.

5.2 Tree Canada- Community Tree Grant Program – update given by administration.

**6) Old Business:**

6.1 Committee Membership – update given by administration.

6.2 Hillside access gates – update given by administration, will be installed in the spring.

**7) Round Table:** Discussion regarding some modification and future planning of Tawaw park, to be revisited after the INFSS 2023 initiative is completed in q1 of 2024

**8) Next Meeting:** Feb. 26, 2024

**9) Adjournment:** 8:02pm



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

*Office of the Minister*

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

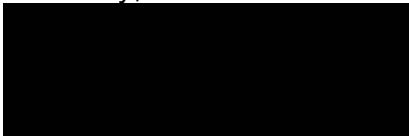
We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at [rivers.alberta.ca](http://rivers.alberta.ca). To learn more about the impacts of drought on communities and the principles for sound water management, please visit [alberta.ca/drought](http://alberta.ca/drought).

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email [epa.drought@gov.ab.ca](mailto:epa.drought@gov.ab.ca).

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz  
Minister of Environment and Protected Areas



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website ([www.alberta.ca/local-government-fiscal-framework-capital-funding](http://www.alberta.ca/local-government-fiscal-framework-capital-funding)), to help you plan for the use of this funding. The website also includes a description of the new funding formula.

Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.

.../2

In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website ([www.alberta.ca/local-government-fiscal-framework-operating-funding](http://www.alberta.ca/local-government-fiscal-framework-operating-funding)). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,



Ric McIver  
Minister

cc: Chief Administrative Officers





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113106

Dear Chief Elected Officials:

Since 2022, Municipal Affairs has been working with the Assessment Model Review Stakeholder Steering Committee consisting of industry representatives and municipal partners, such as Alberta Municipalities and Rural Municipalities of Alberta. The committee was tasked with designing an engagement process that will assist in updating the regulated property assessment models in a fair and transparent manner. I am now carefully considering the committee's proposed engagement plan.

As you are aware, in 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, after the 2024 municipal tax year. The Well Drilling Equipment Tax was also eliminated, and there are no plans to reinstate it.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

Thank you for continuing to work in partnership with the province. I look forward to sharing more information in early 2024 regarding further engagement on the Assessment Model Review.

Sincerely,

A large black rectangular redaction box covering the signature of Ric McIver.

Ric McIver  
Minister

cc: Chief Administrative Officers  
Tyler Gandam, President, Alberta Municipalities  
Paul McLauchlin, President, Rural Municipalities of Alberta



December 13, 2023

**RE: Update regarding FortisAlberta's 2024 Estimated Distribution & Transmission Rates**

As a follow up to our correspondence in September 2023, FortisAlberta is expecting to receive the Alberta Utilities Commission (AUC) approval of the 2024 rates in mid-January. The AUC usually approves the annual rates by mid-December but the process was delayed by a few weeks this year. The 2024 rates are higher than the 2023 rates due to three main factors:

1. Inflation alone has contributed to about half of the rates increase;
2. Increased cost of financing the capital that has been invested in the electricity distribution system infrastructure; and
3. Increased costs of new facilities that are required for maintaining reliability or wildfire mitigation.

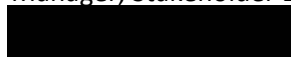
The attached charts compare total billing amounts from December 2023 and the projection for January 2024. The total billing amounts include transmission, distribution, and energy charges. The first table highlights the estimated percentage change and average change for each rate class based on estimated consumption and demand. The second table highlights the increases to Maximum Investment Levels, which are the maximum amounts by rate class that FortisAlberta is allowed to invest in new and upgraded services.

Once the rates have been approved, FortisAlberta will issue another letter to highlight the rate and investment impacts. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,



Ralph Leriger  
Manager, Stakeholder Engagement



**2024 Estimated Rates - Average Monthly Bill Impacts by Rate Class  
BUNDLED BILL Including Energy, Retail, and DT Rates & Riders**

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Dec 2023 Bill	Jan 2024 Bill	\$ Difference	% Change
		300 kWh		\$131.52	\$135.20	\$3.68	2.8%
<b>11</b>	<b>Residential</b>	640 kWh		\$239.75	\$244.58	\$4.83	2.0%
		1200 kWh		\$418.01	\$424.75	\$6.74	1.6%
		900 kWh	5 kVA	\$153.83	\$161.82	\$7.99	5.2%
<b>21</b>	<b>Farm (Breaker Billed)</b>	1,400 kWh	10 kVA	\$589.46	\$604.01	\$14.55	2.5%
		7,500 kWh	25 kVA	\$2,700.80	\$2,739.21	\$38.41	1.4%
<b>22</b>	<b>Farm (Demand Metered)</b>	700 kWh	10 KVA	\$398.20	\$414.69	\$16.49	4.1%
		3000 kWh	20 kVA	\$1,240.83	\$1,270.59	\$29.75	2.4%
		15,000 kWh	60 kVA	\$5,424.51	\$5,504.00	\$79.49	1.5%
		6,000 kWh	20 kW	\$2,775.33	\$2,809.07	\$33.74	1.2%
<b>26</b>	<b>FortisAlberta Irrigation</b>	15,000 kWh	33 kW	\$5,957.97	\$5,955.71	-\$2.25	0.0%
		45,000 kWh	100 kW	\$17,834.59	\$17,830.47	-\$4.12	0.0%
<b>31</b>	<b>Streetlighting (Investment)</b>	5,144 kWh	12,500 W	\$3,867.28	\$4,176.11	\$308.83	8.0%
<b>33</b>	<b>Streetlighting (Non-Investment)</b>	7,900 kWh	20,000W	\$2,534.01	\$2,706.05	\$172.04	6.8%
<b>38</b>	<b>Yard Lighting</b>	5,000 kWh	12,000 W	\$2,662.07	\$2,862.73	\$200.66	7.5%
	Rates 31, 33 and 38 is based on 100 High Pressure Sodium (HPS) lights in assorted fixture wattages.						
		1,083 kWh	5 kW	\$414.13	\$413.20	-\$0.93	-0.2%
<b>41</b>	<b>Small General Service</b>	2,165 kWh	10 kW	\$788.96	\$784.23	-\$4.73	-0.6%
		10,825 kWh	50 kW	\$3,787.59	\$3,752.47	-\$35.12	-0.9%
		2,590 kWh	7.5 kW	\$963.00	\$965.78	\$2.78	0.3%
<b>44/45</b>	<b>Oil and Gas Service</b>	5,179 kWh	15 kW	\$1,875.95	\$1,879.78	\$3.83	0.2%
		25,895 kWh	75 kW	\$9,179.59	\$9,191.81	\$12.23	0.1%
		32,137 kWh	100 kW	\$8,361.23	\$7,762.61	-\$598.62	-7.2%
<b>61</b>	<b>General Service</b>	63,071 kWh	196 kW	\$16,372.61	\$15,194.42	-\$1,178.19	-7.2%
		482,055 kWh	1500 kW	\$124,884.08	\$115,855.80	-\$9,028.28	-7.2%
		500 kWh		\$457.51	\$449.81	-\$7.70	-1.7%
<b>62</b>	<b>EV Fast Charging Station Service</b>	4,500 kWh		\$3,752.19	\$3,654.80	-\$97.39	-2.6%
		40,000 kWh		\$32,992.44	\$32,099.16	-\$893.28	-2.7%
		824,585 kWh	2500 kW	\$208,920.50	\$200,000.92	-\$8,919.58	-4.3%
<b>63</b>	<b>Large General Service</b>	1,529,769 kWh	4638 kW	\$380,306.65	\$363,091.60	-\$17,215.05	-4.5%
		3,298,338 kWh	10,000 kW	\$810,134.77	\$772,115.08	-\$38,019.69	-4.7%
<b>65</b>	<b>Transmission Connected Service</b>	The Distribution component will increase to \$49.256273/per day. The Transmission Component is the applicable rate of the AESO.					

**CUSTOMER CONTRIBUTIONS SCHEDULES**

**Table 1  
2024 Maximum Investment Levels for Distribution Facilities  
When the Investment Term is 15 years or more**

<b>Type of Service</b>	<b>Maximum Investment Level</b>
Rate 11 Residential	\$3,016 per service
Rate 11 Residential Development	\$3,016 per service, less FortisAlberta's costs of metering and final connection
Rate 21 and 22 Farm, and Rate 23 Grain Drying	\$6,461 base investment, plus \$924 per kVA of Peak Demand
Rate 26 Irrigation	\$6,461 base investment, plus \$1,028 per kW of Peak Demand
Rate 31 Street Lighting (Investment Option)	\$3,325 per fixture
Rate 38 Yard Lighting	\$919 per fixture
Rate 41 Small General Service	\$6,461 base investment, plus \$1,028 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,461 base investment, plus \$1,028 per kW of Peak Demand  FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service and Rate 62 Electric Vehicle Fast Charging Service	\$6,461 base investment, plus \$1,028 per kW for the first 150 kW, plus \$128 for additional kW of Peak Demand
Rate 63 Large General Service	\$116 per kW of Peak Demand, plus \$127 per metre of Customer Extension

Notes: Maximum investment levels are reduced if the expected Investment Term is less than 15 years.



## **The *Canadian* on the CN Prairie North Line: A Strategic Solution**

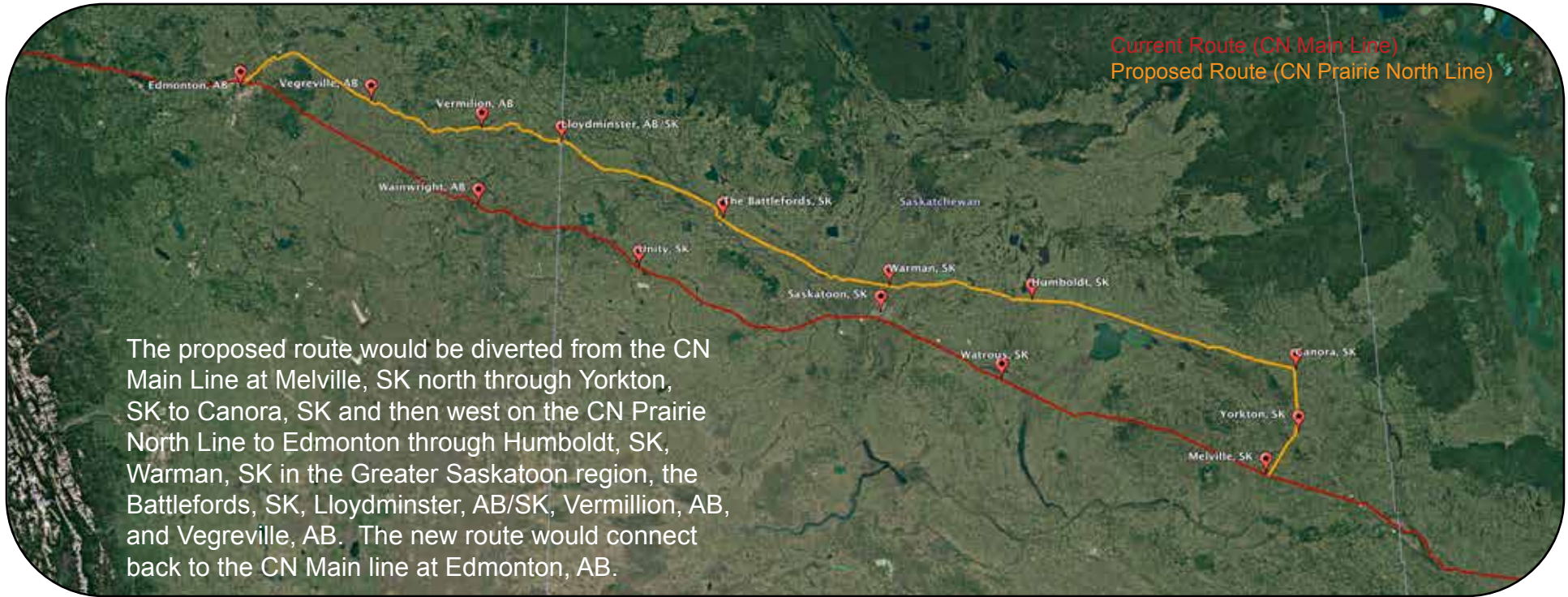
**Prairie North Rail Passenger Train Inc.  
North Battleford, SK**

Version: 3.0

# Table of Contents

Overview	3
History	4
An Unsustainable Situation	5
A Strategic Solution	6
Connecting More Communities	7
Telling the Canadian Story	9
Enjoying the View	10
A Win for all Stakeholders	11





## Overview

This proposal has been prepared for the consideration of the Government of Canada to alter the current route of VIA Rail's the *Canadian* from its current route on the CN Main Line to the CN Prairie North Line through Saskatchewan and Alberta.

The proposed route would

- compete with less CN freight traffic, helping VIA Rail to achieve better on-time performance and improve rail safety
- travel through larger population centres to reach more potential VIA Rail customers
- connect more Indigenous and rural communities
- travel closer to more National Historic Sites and National Parks
- offer more scenic topography

### Quick Route Comparison

	Prairie North Line	Main Line
Population in Urban Centres*	128,231	22,663
Weight Limit in pounds	286,000	286,000
Speed Limit	50 mph	50 mph
Approx Distance	925 km	825 km

*\*not including Greater Saskatoon and Edmonton populations, which are shared by both routes*

# History

The *Canadian* is a transcontinental passenger train operated by VIA Rail Canada with service between Toronto, ON and Vancouver, BC using CN trackage.

The train was introduced on April 24, 1955 by the Canadian Pacific Railway (CPR) and provided transcontinental service between Montreal, QC and Vancouver, BC through Regina, SK and Calgary, AB on the prairies.

On the same day, Canadian National Railways (CN) introduced its new transcontinental service, the *Super Continental*, with service from Toronto, ON to Vancouver, BC using the CN Main Line through Winnipeg, MB, Saskatoon, SK, and Edmonton, AB on the prairies.

The *Super Continental* route also incorporated the CN Prairie North Line from Saskatoon, SK to Edmonton, AB through North Battleford, SK and Lloydminster, AB/SK instead of the CN Main Line route through Unity, SK and Wainwright, AB.

In 1978, VIA Rail, a federal crown corporation, assumed responsibility for CPR's passenger services including the *Canadian*. In 1981, CN discontinued the *Super Continental* and since that time the *Canadian* has been the only transcontinental passenger train.

In 1990, VIA Rail moved from CPR trackage to the more northerly CN route, bypassing Regina, SK and Calgary, AB in favour of Saskatoon, SK, and Edmonton, AB. The new route used the CN Main Line exclusively and did not incorporate the CN Prairie North Line like the *Super Continental*.



A comparison of the historic routes of the *Canadian*

1412	Ar	WINNIPEG	Man.	Lv	10:45 am	11:25 pm	Mon.
1486	Lv	WINNIPEG	"	Ar	10:10 am	8:40 pm	"
1501	Ar	Portage la Prairie	"	Lv	8:57 am	7:50 pm	"
	Lv	Brandon North	"	Ar	7:31 am	6:29 pm	"
1638	Ar	Rivers	Man.	Lv	7:10 am	4:15 pm	"
	Lv	Rivers	Man.	Ar	7:00 am	4:05 pm	"
1767	Ar	Melville	Sask.	Lv	4:25 am	12:35 pm	"
	Lv	Melville	"	Ar	4:10 am	12:15 pm	"
1829	Ar	Wainwright	"	Lv	1:50 am	8:45 am	"
	Lv	Wainwright	"	Ar	12:40 am	7:35 am	"
	Ar	SASKATOON	"	Lv	11:25 pm	5:00 am	Mon.
1893	Lv	SASKATOON	"	Ar	11:10 pm	"	"
2033	Ar	Biggar	Sask.	Lv	9:50 pm	"	"
	Lv	Wainwright	Alta.	Ar	9:40 pm	"	"
2159	Ar	Wainwright	Alta.	Lv	7:25 pm	"	"
	Lv	EDMONTON	Alta.	Ar	7:15 pm	"	"
	Ar	EDMONTON	"	Lv	4:40 pm	"	"
1925	Lv	SASKATOON	Sask.	Ar	"	5:30 am	Mon.
	Ar	No. Battleford	"	Lv	"	3:20 am	"
2009	Lv	No. Battleford	Sask.	Ar	"	3:05 am	"
	Ar	Lloydminster	Alta.	Lv	"	11:55 am	Mon.
2049	Lv	Vermilion	"	Ar	"	12:47 am	"
	Lv	Vermilion	"	Ar	"	11:40 am	Sun.
2179	Ar	EDMONTON	"	Lv	"	8:30 pm	"
2159	Lv	EDMONTON	"	Ar	4:20 pm	8:00 pm	"
2289	Ar	Edson	"	Lv	1:45 pm	5:00 pm	"
	Lv	Edson	"	Ar	1:35 pm	2:15 pm	"
2395	Ar	JASPER	"	Lv	11:20 am	2:30 pm	"
	Lv	JASPER	Alta.	Ar	10:10 am	1:00 pm	"
2428	Ar	Blue River	B.C.	Lv	4:15 am	4:15 pm	"

A 1961 schedule of the *Super Continental* showing stops along the Prairie North Line

Today, the *Canadian* operates twice per week. Train #1 departs Toronto on Wednesdays and Sundays and Train #2 departs Vancouver on Mondays and Fridays. The total journey takes about four days. An additional train operates once each week between Vancouver, BC, Edmonton, AB in the summer months.

Due to the COVID-19 Pandemic, the *Canadian* operates only once per week.

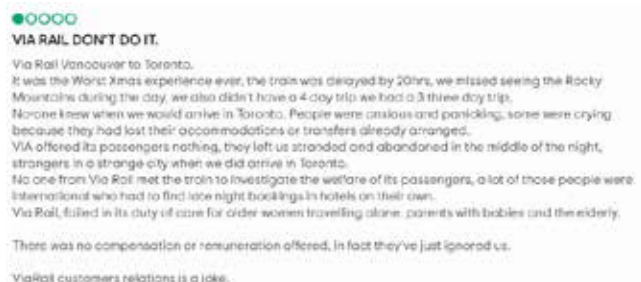


# An Unsustainable Situation

On-time performance (OTP) of the *Canadian* has significantly declined in the last decade, with delays as long as 43 hours. VIA Rail measures “on time” as arriving within 60 minutes of a schedule time. The OTP results of the *Canadian* from 2009 to 2017 are below:

Year	2009	2010	2011	2012	2013	2014	2015	2016	2017
OTP	84%	84%	74%	70%	60%	33%	38%	54%	8%

These delays result in unreliability of VIA Rail’s service, frustrating tourists and customers who are left waiting at the side of the tracks. Unfortunately, the situation has become so common that it has become part of the brand of VIA Rail’s flagship train with national brand implications.



*“This situation is a serious embarrassment for Canada’s reputation and the Canada brand, in North America and abroad. Travellers return home with the lasting impression wondering how a G7 nation cannot operate its trains on time.”*

*-VIA Rail 2018-2022 Corporate Plan*

VIA Rail’s acknowledgement of its own poor OTP has resulted in advisories to passengers not to book same day connections in between Winnipeg, Saskatoon, Edmonton, Jasper, and Vancouver. This has had a large impact on tourists and residents in communities who rely on the public transportation service of VIA Rail to access other urban centres along the route.

In its 2020-24 Corporate Plan, VIA Rail has prioritized the need to develop options to offset the service delivery issues and financial difficulties to the service brought on by poor OTP and schedule changes due to OTP.

*“The Canadian, VIA Rail’s flagship long distance train, has experienced significant challenges due to unsustainable OTP issues, infrastructure work by host railways, schedule and frequency changes, equipment challenges and limitations, as well as service delivery issues.”*

*- VIA Rail 2020- 2024 Corporate Plan*

It is clear to passengers of the *Canadian* and to VIA Rail that strategic solutions are needed to address this critical issue. The only solutions presented to far between CN and VIA Rail are to amend schedules by adding ten hours of travel times to account for long wait times.

## A Strategic Solution

VIA Rail attributes 85% of the delays to freight traffic on CN's rails. Through the prairies, the *Canadian* travels on a single track with short double-track sections called sidings built intermittently along the line to allow opposing trains to pass overtake one another.

The *Canadian* routinely waits on sidings to allow large freight trains to pass, with wait times lasting up to several hours. The more traffic there is, the more the *Canadian* waits and its OTP worsens.

## Less traffic, fewer delays

On the CN Main Line between Winnipeg and Edmonton, freight traffic is routinely over 40 trains per day, while the CN Prairie North Line sees an average of 3-6 trains per day on the line west of Warman. Traffic on the CN Prairie North Line between Warman and Canora sees even less traffic.

This presents a strategic opportunity for VIA Rail to improve the OTP of the *Canadian* through the prairies by moving its route to the CN Prairie North Line. Less traffic will allow the *Canadian* to travel with fewer stops while waiting for opposing freight traffic to pass.





## Connecting More Communities

The Mandate of VIA Rail is to operate Canada's national passenger rail service, providing intercity and long-haul services as well as regional and essential remote rail transportation.

In addition to serving tourists desiring a transcontinental rail experience, the *Canadian* also serves people living in remote communities as a means of public transportation along the route.

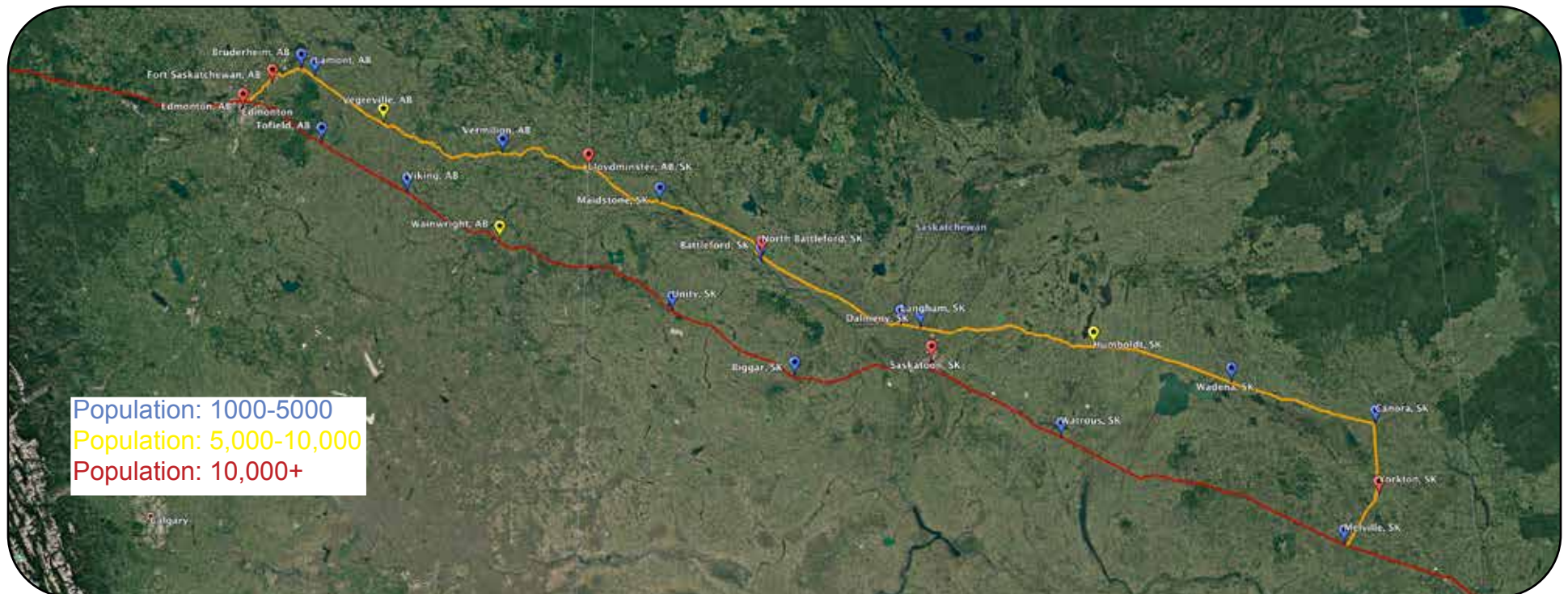
The overall public transportation picture in the prairies is bleak. Greyhound Canada has discontinued all inter-city bus service, and the Saskatchewan Transportation Company was terminated in 2017- eliminating all inter-city bus services in Saskatchewan. This leaves the *Canadian* as the only viable option for ground transportation in many communities.

## Larger communities, more passenger potential

There are over 105,000 more people living in the significantly larger urban centres along the CN Prairie North Line vs the CN Main Line (not including the Greater Saskatoon and Edmonton areas, which are shared by both routes).

This allows for VIA Rail to find greater efficiency in providing much-needed public transportation for more Canadians, enabling more people to travel along the route for important medical appointments, to see friends and family, or to conduct business.

The map below shows urban centres with populations over 1000 along both routes, not including individual centres in the Greater Saskatoon and Edmonton areas.



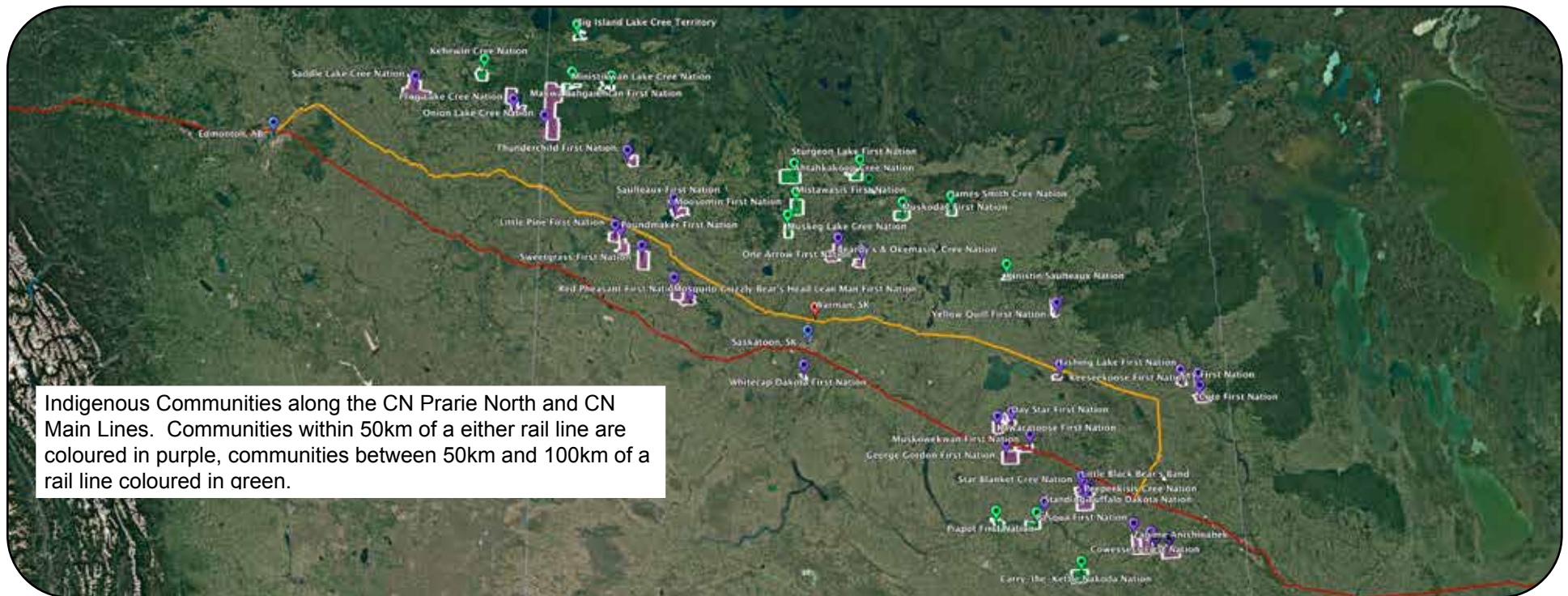
## Connecting with Indigenous communities

VIA Rail has a well documented vision to make cities and communities more accessible, connected, and sustainable. Further, VIA Rail is “seeking to build and strengthen its relations with Indigenous communities by prioritizing inclusive growth and economic reconciliation strategies.” (*Leadership statement to Canadian Council for Aboriginal Business, 2018*).

In its Indigenous Relations Policy, VIA Rail has committed to relationship building with Indigenous communities, business development and partnerships with Indigenous communities, investing in local initiatives in Indigenous communities, providing employment for Indigenous people, and providing a means of transportation for people.

VIA Rail offers a 33% discount on regular VIA Rail fares to Indigenous Peoples. Given the loss of intercity bus service in Western Canada, VIA Rail has an important role to play as a means of public transportation for people living in remote Indigenous communities.

Moving the *Canadian* to the CN Prairie North Line provides an opportunity for VIA Rail to put these commitments into action given the close proximity of the line to several Indigenous communities. Many Indigenous communities have made significant business and economic development investments, providing an opportunity for VIA Rail to explore partnerships, including procurement and recruitment.





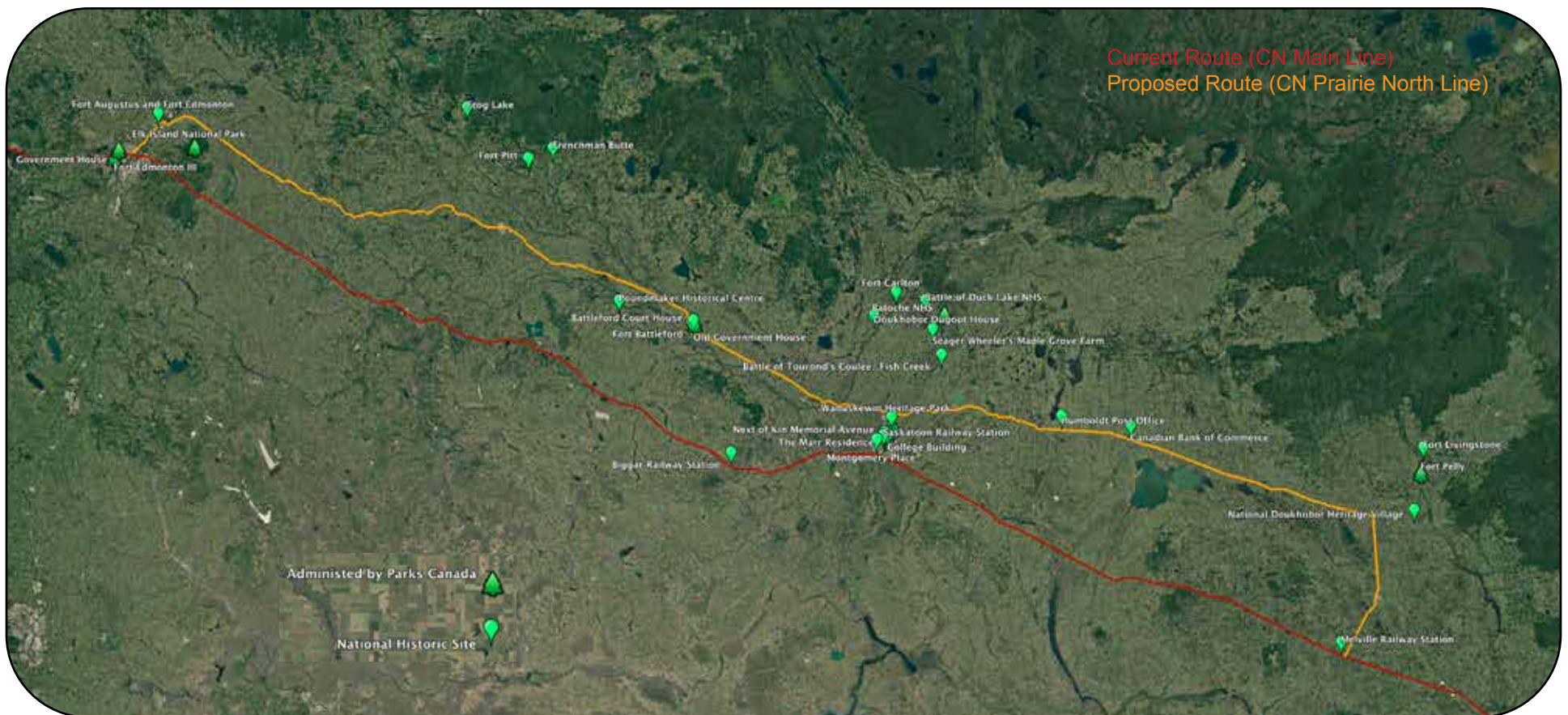
# Telling the Canadian Story

As the *Canadian* travels along its route, it gives travellers an opportunity to experience the culture and history of our beautiful country.

The CN Prairie North Line is in closer to proximity to National Historic Sites compared to the CN Main Line as shown in the map below. This provides VIA Rail an opportunity to introduce more storytelling to travellers on the *Canadian* as they travel through the heart of Canada's old North West.

This is an important opportunity because many passengers of the *Canadian* are from other countries or parts of Canada. Their adventure on the *Canadian* may be their only exposure to the Canadian prairies, making exposure to National Historic Sites and other tourist sites an important component of their experience.

The CN Prairie North Line provides a greater opportunity to enhance that experience.

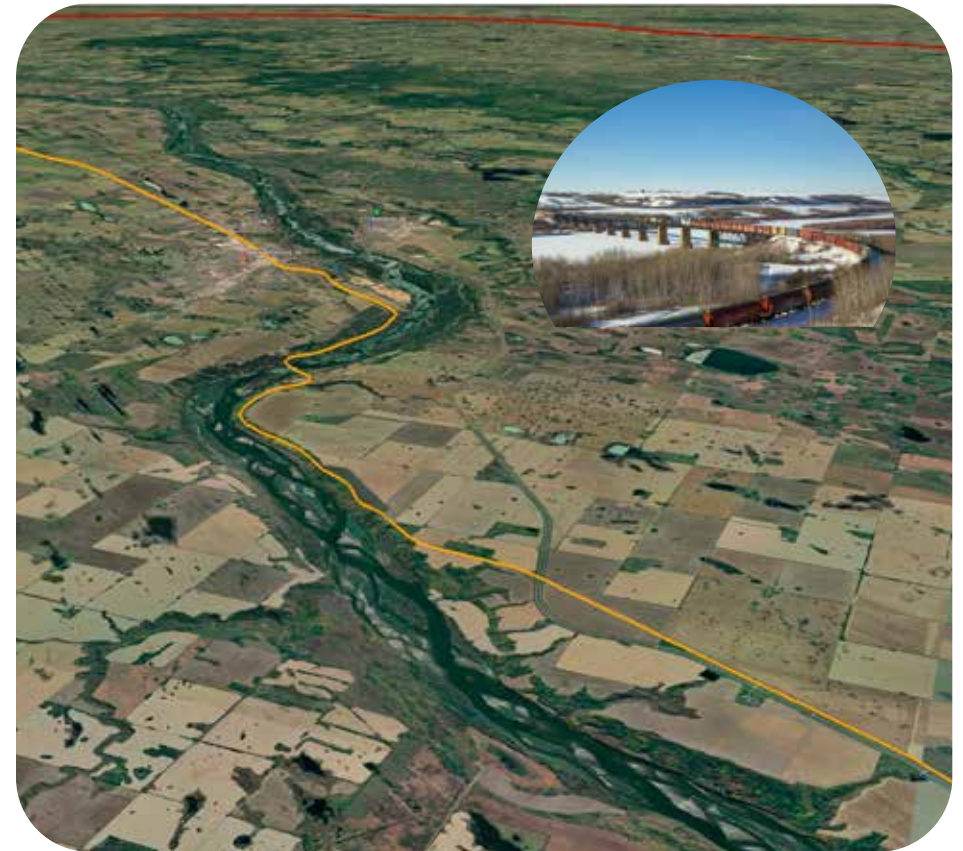




## Enjoying the View

When CN operated the *Super Continental* on the CN Prairie North Line, it referred to the route as the “Saskatchewan Valley Route” as the tracks followed the breathtaking North Saskatchewan River Valley for much of the route.

The CN Prairie North Line crosses the North Saskatchewan River three times between Saskatoon and Edmonton, and crosses the South Saskatchewan River once. On the proposed line, travellers will be able to enjoy breathtaking river valley vistas in addition to beautiful prairie landscapes.



Left: CN Prairie North Line following and crossing the North Saskatchewan River Valley near Langham, SK

Above: CN Prairie North Line following and crossing the North Saskatchewan River Valley near North Battleford, SK

# A Win for all Stakeholders

This proposal to reroute the Canadian from the CN Main Line to the CN Prairie North Line presents advantages for many stakeholders. They can be summarized as follows:

## VIA Rail Passengers

- More reliable service caused by better OTP from less traffic on the CN Prairie North Line
- More exposure to National Historic Sites and other tourist attractions
- Better scenery through the North and South Saskatchewan River Valleys
- More potential passengers can access the *Canadian* on the CN Prairie North Line, allowing for more people to connect with other communities along the route as the only means of public ground transportation for many

## VIA Rail

- Better OTP from less traffic on the CN Prairie North Line
- More potential for increased ridership by travelling through more populated centres, increasing revenues
- A more sustainable service of its flagship train
- Fewer poor reviews on travel sites, improving VIA Rail's reputation

## Indigenous Peoples

- Better access to public ground transportation to connect people with communities along the route
- Potential for business partnerships and recruitment in accordance with VIA Rail's Indigenous Relations Policy
- Potential to educate passengers on Indigenous culture and history as they travel through traditional territories

## Communities along the route

- Better access to public ground transportation for residents in the area
- Potential for more visitation
- Promotion of local tourism assets and culture

## Canadian National Railways

- Less congestion on its CN Main Line trackage, improving efficiency and safety
- Less congestion in its rail yards, especially the heavily used Saskatoon, Biggar, and Melville rail yards, improving efficiency and safety

## Government of Canada

- Potential to connect more rural Canadians with other communities along the route, especially small urban, rural, and Indigenous communities near the CN Prairie North Line with critical services in Edmonton, Saskatoon, and Winnipeg. This is especially important in the wake of the loss of intercity bus services in Western Canada.
- Ability to expose passengers to more National Historic Sites
- Potential to improve Canada's reputation as a tourist destination for national and international travellers who use the *Canadian*
- Improving economic development in the prairies by reducing congestion on the CN Main Line, allowing for a more timely flow of commodities that are moved by rail.
- Improving rail safety by reducing congestion on the heavily-used CN Main Line

**This document prepared for:**

Prairie North Rail Passenger Train Inc.  
1381- 101st Street  
North Battleford, SK S9A 0Z9

with support from:

BATC Community Development Corporation  
City of Lloydminster  
City of North Battleford





## Saskatchewan small cities proposing to lead VIA Rail transformation discussion

---

### FOR IMMEDIATE RELEASE

Tuesday, December 12, 2023

---

**Lloydminster, AB/SK** – Saskatchewan mayors of Lloydminster, North Battleford, Warman and Yorkton presented a proposal to improve VIA Rail’s passenger service across the province to the City of Saskatoon at a Governance and Priorities Committee meeting at Saskatoon’s City Hall on Tuesday, December 12, 2023.

The proposal involves re-routing VIA Rail’s *Canadian* passenger train service to the CN Prairie North Line, connecting Yorkton, Canora, Humboldt, Warman, the Saskatoon region, the Battlefords and Lloydminster to Canada by passenger rail. Once in Alberta, Vermilion and Vegreville would be railway destinations before the Canadian returned to Edmonton, a current VIA Rail stop on the CN Main Line.

Moving VIA Rail to the Prairie North Line within the Saskatoon North Partnership for Growth P4G, will connect more Indigenous and rural communities while providing greater access to potential passengers. The proposed change will also help improve VIA Rail’s on-time performance, which is measured as arriving within 60 minutes of the scheduled arrival. On-time performance results of the Canadian show the passenger rail company dropped from 84% in 2009 to 8% in 2017.

“The opportunity to help grow Indigenous and Non-Indigenous tourism businesses is key to helping grow our economy for the prairies, and having VIA Rail travel with foreign tourists to the areas rich in Indigenous history and culture is the first step,” says Mayor Gerald Aalbers, Mayor, City of Lloydminster, AB/SK.

The CN Main Line is the heart of the Canadian rail system and moves numerous freight, container and commodity trains day and night across Canada through Saskatoon. The VIA Rail passenger train is often parked on a siding while CN trains headed to tidewater or moving across the country take precedence, resulting in passenger train arrivals being as late as four days in Vancouver or Toronto.

Letters of support for this proposal have been received from communities, First Nations, Tribal councils, industry organizations and groups across the Prairies, seeing the value of the mainline serving the growing prairie economy and improving VIA Rail accessibility to over 120,000 potential customers and new tourists.

### Quick Facts

- Re-routing VIA Rail onto the CN Prairie North Line would
  - compete with less CN freight traffic, helping VIA Rail to achieve better on-time performance and improve rail safety.
  - travel through larger population centres, providing access to approximately 128,000 people compared to its current 22,000 people. Not including Saskatoon or Edmonton.
  - connect more Indigenous and rural communities.
  - travel closer to more national historic sites and parks.
  - offer more scenic topography.
- Communities along the CN Prairie North Line have not had direct VIA Rail service since the *Super Continental* was discontinued by the federal crown corporation in 1981.



# BOARD HIGHLIGHTS

DEC. 14, 2023

## Chair's Report

### RECENT EVENTS

Board Chair Cathy Allen highlighted recent trustee events:

- Throughout December, trustees attended, and continue to attend, school-based concerts, performances and activities throughout the Division to celebrate the holidays. Chair Allen thanked all the schools for inviting trustees and said it's something they look forward to every year.
- On December 4, trustees met with the Alberta Teachers' Association Local No. 28 executive—Deneen Zielke, the President, and Dave McKinnon, the Vice-President. The focus: ways the two groups can work together to support each other in shared advocacy priorities and public education.
- On December 5, trustees attended an Elk Island Public Schools (EIPS) advocacy session about the proposed collegiate school in Fort Saskatchewan. Partners throughout the Industrial Heartland attended who learned more about the proposed project and discussed its possibilities. Chair Allen thanked the organizing committee for co-ordinating the event, and Fort Saskatchewan High students and staff for hosting.

## Superintendent's Report

### RECENT EVENTS

Associate Superintendent Ryan Marshall presented the Superintendent's Report on behalf of Sandra Stoddard. Recent events included:

- On December 5, the Division hosted an advocacy session about the proposed collegiate school—the No. 1 priority listed on EIPS' [Three-Year Capital Plan](#). It was great to meet with partners from the Industrial Heartland to discuss the collegiate school's potential, workforce needs and how to work together to enhance student learning opportunities in ways that benefit the region and its economic growth.
- Like the Board, senior administration members have attended, and continue to attend school Christmas concerts and performances throughout the Division. It's always exciting to go to these. You get to see students perform, how proud families are and the culture developing within each school.

## Association and Employee Relation Reports

### ASBA ZONE 2/3 MEETING

Trustee Jacqueline Shotbolt presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meeting held on December 1. Discussion highlights included:

- Regular zone business—including membership news, financial reports and reports for information.
- Advocacy discussions focused on best practices, initiatives and parent engagement.
- The guest speaking was Ron Taylor, an Alberta Education representative, who shared details about the new elementary curriculum, the recent curriculum consultation meeting and Phase 3 of the new curriculum roll-out. He also invited ASBA Zone 2/3 to send any questions about the new curriculum to Alberta Education to answer. The department will try to answer these before zone meetings.

### ATA LOCAL REPORT

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

- On December 4, the Local's executive met with Chair Allen to discuss shared advocacy goals. Teachers appreciate when the Board and the Local work collaboratively to enhance learning and working environments. Zielke thanked Chair Allen for attending, and she looks forward to meeting again.



# BOARD HIGHLIGHTS

- On December 14, Zielke attended a Sherwood Park and District Chamber of Commerce breakfast meeting—an opportunity to represent public education within EIPS.
- Zielke thanked the Board and senior administration for attending the many Christmas performances and activities throughout the Division—there’s nothing that makes it feel more like Christmas than hearing children sing.
- Zielke wishes everyone at EIPS a Merry Christmas and all the best in the new year.

## EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from Michelle Miller, the committee’s Chair:

- Schools and classified staff are busy completing projects and preparing for the Christmas break.
- The ERG begins its *Classified Handbook* review in January 2024.
- Central-based classified staff have completed the Job Information Questionnaire. EIPS is now administering the questionnaire to school-based classified staff. The Division hopes to have the results finalized before the end of June.
- On behalf of the ERG, Miller wished the Board a happy holiday.

## New Business

### BOARD POLICY AMENDMENTS

The Board approved amendments to the following Board policies:

- [Policy 5: Role of the Board Chair](#)
- [Policy 11: Board Delegation of Authority](#)

The approved changes all help to strengthen the policies’ clarity, definitions, language and readability.

### AUDITOR REAPPOINTMENT: MNP LLP

The Board approved reappointing MNP LLP, a national accounting firm, as the Division’s external auditor for EIPS’ year-end financial statements for Aug. 31, 2024.

### SPORT FOR LIFE

The Board approved designating Clover Bar Junior High’s Sport for Life program as an EIPS alternative program, effective starting in the 2024-25 school year. Open to students in grades 7 through 9, the year-long program introduces learners to healthy living through a range of sport, recreation and well-being activities. The aim is for students to use the skills and knowledge attained through the program and incorporate these into their daily living—now and throughout their lives. As such, the Board also approved amending [Board Policy 18: Alternative Programs](#). Starting in the 2024-25 school year, the policy will list the Sport for Life program as an EIPS alternative program.

## Committee Report

### POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on December 5. The committee reviewed five policies—4, 5, 6, 7 and 11. Policy 6 required no changes. Amendments to policies 5 and 11 were approved at the December Board meeting (see pg. 2, “Board Policy Amendments”). The remaining two policies will come forward to the Board for review early in the new year.



# BOARD HIGHLIGHTS

## Reports for Information

### LOCALLY DEVELOPED COURSES: 2023-24

The Board received for information a report about the locally developed courses available to students in the second semester of 2023-24. The Division plans to introduce Developing Personal Value: 15, 25 and 35 at Next Step starting in February 2024. Open to students in grades 10, 11 and 12, the course helps learners recognize their inherent worth by emphasizing their infinite personal value.

### BULLYING AWARENESS AND PREVENTION WEEK

The Board received for information a report regarding Bullying Awareness and Prevention Week 2023, which took place November 13-17. Staff and students throughout EIPS participated in various activities focused on ways to promote kindness and healthy relationships. School activities included morning announcements, presentations on bullying, healthy relationship building, deeds of kindness and more.

In addition to Bullying Awareness and Prevention Week activities, all EIPS schools have ongoing projects and initiatives in place focused on building healthy relationships, such as the Seven Sacred Teachings, Random Acts of Kindness, Bucket Fillers, Leader in Me and various community-service programs. Overall, promoting welcoming, caring, respectful and safe learning environments for students and staff is a key priority for the Division and is an ongoing commitment to ensure everyone feels welcomed, caring, respected and safe. Trustees thanked schools for the work they do year-round to promote healthy relationships.

### UNAUDITED FINANCIAL REPORT: SEPTEMBER TO NOVEMBER 2023

The Board received for information the Unaudited Financial Report for EIPS, prepared by Financial Services. As of Nov. 30, 2023, revenues exceeded expenses, resulting in an operating surplus of \$1.24 million. The operational revenue for the three months was \$50.58 million, which represents 25 per cent of the budget. Meanwhile, total expenses incurred was \$49.33 million, which represents 25 per cent of the budget. The primary reason for the surplus: costs associated with staffing, services and supplies that will be incurred later in the school year (see pg. 81, "[Unaudited Financial Report for Sept. 1, 2023 to Nov. 30, 2023](#)").

### TRUSTEE REPORTS

Trustee Randy Footz wished everyone a Merry Christmas, Happy Hanukkah and Blessed Kwanzaa. He hopes all find peace and joy over the holiday season—especially those living in areas with conflict, such as Ukraine and Gaza.

## Board Members

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

FOR MORE INFORMATION CONTACT:

Cathy Allen, *Board Chair* | P 780 417 8109

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

[www.eips.ca](http://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:**  
January 9, 2024

**ITEM DESCRIPTION OR TITLE**  
ATB Donation Request

**RECOMMENDATION**  
**THAT** Council provide the ATB use of the Meeting room on January 25, 2024, and an expenditure up to \$100.00 for small snacks and refreshments.

**BACKGROUND**  
ATB and the RCMP recently worked together to provide the residents of Morley Young with a fraud prevention presentation. After the presentation it was brought to their attention that Town of Lamont residents have been targeted for specific scams such as the Grandparents Scam and the Emergency Scam. ATB and the RCMP would like to host a larger scale presentation that would reach more residents and provide them with vital information that could prevent further fraud.


**COMMUNICATIONS**  
ATB will be notified of Council’s decision.

**IMPLICATIONS OF DECISION**  
Supports community building efforts.

**FINANCIAL IMPLICATIONS**  
Estimated at \$100.00. Funds would be allocated from the Public Relations/Donations line item. A 4-hour meeting room rental is equivalent to \$100.00.

**POLICY AND/OR LEGISLATIVE REFERENCES**  
Town policy 11-10 -Donation Request from Clubs, Organizations and Others

**ATTACHMENTS**  
1. Donation Request Letter

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



Mayor and Council  
Town of Lamont  
5307 50 Ave  
Lamont AB, T0B 2R0

## Fraud Prevention Presentation: Request to Collaborate

Dear Mayor Perrin and Council,

Recently ATB and the RCMP worked together to provide a presentation on fraud prevention to the residents of Morley Young which was well received. After that presentation, it came to our attention that the residents of the Town of Lamont have been targeted for specific scams such as the Grandparents Scam and the Emergency Scam. ATB and the RCMP would like to collaborate with the Town for a larger scale presentation which could reach more residents providing them with vital information that may prevent further fraud.

The event is scheduled for January 25, 2024 at the Lamont Meeting Room from 1:30 pm - 2:30 pm. We would ask for the following in our collaboration:

- A Town representative join us for the presentation and provide some welcoming remarks
- The room rental (a four hour rental is \$100+gst)
- Small snacks for the event (coffee, tea and cookies)
- Help promote the event through your social media, posters and front billboard

Thank you for your consideration of our request. We hope you see the value in this collaboration as we help protect our residents from the criminals that have targeted our community.

If you have any questions or comments, please connect with me at your convenience.

**Tamara Dabels**

Branch Manager  
ATB Lamont

Office 780-895-5900  
tdabels@atb.com





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

AGENDA ITEM: 4.2

**COUNCIL MEETING DATE:**  
January 9, 2024

**ITEM DESCRIPTION OR TITLE**

2024 Tax Recovery Public Auction Terms and  
Conditions of Sale

**RECOMMENDATION**

**THAT** Council approve the revised Terms and Conditions of the sale for the 2024 Public Auction as presented in Attachment 2.

**BACKGROUND**

As required by the Municipal Government Act (MGA), a municipality must annually prepare a tax arrears list showing the parcels of land on which there are tax arrears *for more than one year* as of March 31. Further to this, any parcel of land shown on the 2022 tax arrears list which remains in arrears as of March 31, 2023, must be offered for sale by public auction between April 1, 2023, and March 31, 2024. The 2024 Tax Recovery Public Auction date has been scheduled for Thursday, March 21, 2024, at 10:00 a.m., at the Town of Lamont Council Chambers.

Council made a motion on November 28, 2023, to approve the Terms and Conditions of the sale. Attachment 1 highlights changes to the Council resolution terms of sale that incorporates the vacant possession item, a reference to the Prohibition on the Purchase of Residential Property by Non-Canadians Act, which was recommended by the Towns Solicitor, and a property has been removed from the public auction as the tax arrears have been paid.

**COMMUNICATIONS**

Attempts have been made to contact/notify the landowners of the tax recovery public auction.

The Tax Recovery Auction will be advertised in the Lamont Leader on March 6, 2024, and the Alberta Gazette on January 29, 2024, as per the MGA.

**IMPLICATIONS OF DECISION**

Setting the terms and conditions allows the process to be compliant with the MGA.

**FINANCIAL IMPLICATIONS**

The Town of Lamont can retain from sale proceeds the amount of tax arrears as well as a 5% administration fee.

**POLICY AND/OR LEGISLATIVE REFERENCES**

MGA Section 417, 418, 419 & 421



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

**ATTACHMENTS**

1. Terms and Conditions of Sale - Suggested Edits
2. Terms and Conditions of Sale

Report Prepared By: Dawn Nielsen, Interim CAO

Approved by CAO:

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



## Attachment #1

### Town of Lamont

#### COUNCIL RESOLUTION – 2024 TAX SALE

Be it resolved that the Council of the Town of Lamont, having considered the report of the Chief Administrative Officer regarding unpaid tax arrears, hereby approves proceeding with the Tax Sale pursuant to the provisions of the *Municipal Government Act* for the following properties subject to the conditions described below:

LINC Number	Legal Description	Title Number
0017244179	Plan 127HW; Block 8; Lot 4	122 375 796
<a href="#">0012815297</a>	<a href="#">Plan 154TR; Block 10; Lot 25G</a>	<a href="#">042-009-735</a>
0019560029	Plan 2952RS; Block 10, Lot 16A	952 000 804

1. The tax sale shall proceed by auction at the Town of Lamont Council Chambers, 5307 - 50 Avenue, Lamont, Alberta on Thursday, March 21, 2024 at 10:00 a.m.
2. The properties shall be offered for sale on an "as is, where is" basis and the Town of Lamont makes no representation and gives no warranty whatsoever including as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the Purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by [the](#) Town of Lamont.
3. The properties listed above shall be subject to the tax sale if the total outstanding property tax arrears remain outstanding prior to the tax sale.
4. The properties will be offered for sale by auction, subject to a reserve bid and to certain registrations shown on the existing certificate of title as described in section 423(1) of the *Municipal Government Act*.
5. Payments by certified cheque or bank draft only. The successful bidder must, at the time of the sale, make a non-refundable ten percent (10%) deposit payable to the [Town of Lamont Municipality](#), with the balance of the purchase price [due](#) within 30 days of the public auction.
6. Successful bidders agree to be bound by the terms and conditions of the Town of Lamont's standard Tax Sale Agreement, a copy of which shall be made available to prospective bidders at the Town of Lamont Office prior to the tax sale. [Prospective bidders will be required to register in advance of the public auction.](#)
7. [Prior to closing, successful bidders must prove, to the satisfaction of the Town, that their acquisition of the property complies with the \*Prohibition on the Purchase of Residential Property by Non-Canadians Act\*.](#)
- 6-8. [Successful bidders are responsible for obtaining vacant possession.](#)

Formatted: Font: +Body (Calibri), English (Canada)

Formatted: Font: Arial

Formatted: Font: Arial

# Attachment #1

## Town of Lamont

### COUNCIL RESOLUTION – 2024 TAX SALE

Be it resolved that the Council of the Town of Lamont, having considered the report of the Chief Administrative Officer regarding unpaid tax arrears, hereby approves proceeding with the Tax Sale pursuant to the provisions of the *Municipal Government Act* for the following property subject to the conditions described below:

<b>LINC Number</b>	<b>Legal Description</b>	<b>Title Number</b>
0017244179	Plan 127HW; Block 8; Lot 4	122 375 796
0019560029	Plan 2952RS; Block 10, Lot 16A	952 000 804

1. The tax sale shall proceed by auction at the Town of Lamont Council Chambers, 5307 - 50 Avenue, Lamont, Alberta on Thursday, March 21, 2024, at 10:00 a.m.
2. The properties shall be offered for sale on an "as is, where is" basis and the Town of Lamont makes no representation and gives no warranty whatsoever including as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the Purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by the Town of Lamont.
3. The property listed above shall be subject to the tax sale if the total outstanding property tax arrears remain outstanding prior to tax sale.
4. The property will be offered for sale by auction, subject to a reserve bid and to certain registrations shown on the existing certificate of title as described in section 423(1) of the *Municipal Government Act*.
5. Payments by certified cheque or bank draft only. The successful bidder must, at the time of the sale, make a non-refundable ten percent (10%) deposit payable to the Town of Lamont, with the balance of the purchase price due within 30 days of the public auction.
6. Successful bidders agree to be bound by the terms and conditions of the Town of Lamont's standard Tax Sale Agreement, a copy of which shall be made available to prospective bidders at the Town of Lamont Office prior to the tax sale. Prospective bidders will be required to register in advance of the public auction.
7. Prior to closing, successful bidders must prove to the satisfaction of the Town that their acquisition of the property complies with the Prohibition on the Purchase of Residential Property by Non-Canadians Act.
8. Successful bidders are responsible for obtaining vacant possession.



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

**AGENDA ITEM:** 4.3

**COUNCIL MEETING DATE:**  
January 9, 2024

**ITEM DESCRIPTION OR TITLE**

Committee Member Appointment – Parks and Recreation

**RECOMMENDATION**

**THAT** Council appoint Matthew Levicki and Kristina Carstairs to the Parks and Recreation Committee for a two-year term expiring December 31, 2025.

**BACKGROUND**

As per the Council Committee Bylaw 08/19, appointments for any vacancies on committees are required annually for January. At this time, there are two positions available on the Parks and Recreation Committee.

There were two applications received for these positions.

Council will be required to move into Closed Session to review the applications and determine the appointments for 2024.

**COMMUNICATIONS**

The Committee and the applicants will be advised of the appointments made by Council.

**IMPLICATIONS OF DECISION**

By continuing to keep the committee with active members, the committee can continue to progress towards the goals set out by the committee.

**FINANCIAL IMPLICATIONS**

N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**

Bylaw 08/19 Council Committee Bylaw  
MGA Section 146(b), 154(2)



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

**ATTACHMENTS**

1. Applications (*provided in Closed Session as per section 17 of FOIP*)
2. Terms of Reference
3. Bylaw 08/19, Council Committee

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

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

# Parks and Recreation Committee

## Terms of Reference

### 1. PURPOSE

1.1 Recommending body to Council relating to planning and design of parks and recreation use areas within the municipality.

### 2. LEGISLATIVE AUTHORITY

2.1 *Municipal Government Act*, RSA 2000 c.M-26, as amended Section 145

2.2 Bylaw 08-19, Council Committee

### 3. DUTIES & RESPONSIBILITIES

The Committee has the Authority to:

3.1 Establish the dates for each Committee meeting;

3.2 Create or review Committee Terms of Reference (Council approval required);

3.3 Review the Town of Lamont Strategic Plans on an annual basis and recommend policies that support parks and recreation initiatives for Council's consideration;

### 4. ROLES

4.1 Councillors appointed to the Parks and Recreation Committee shall be responsible to keep Council informed as to the Committee activities.

4.2 Committee members shall only speak on behalf of the Parks and Recreation Committee when formally given such authority by Council or the Committee for a specific defined purpose. In such instances, the Chair, or in their absence, Vice Chair will be the key spokesperson.

### 5. MEMBERSHIP

5.1 Four (4) public members who are Town residents.<sup>1</sup>

5.2 Two (2) Town of Lamont Council members.

### 6. TERM OF MEMBERSHIP

6.1 Public members are appointed on a two (2) year term (calendar rotation by resolution of Council.)

6.2 Public members shall not serve more than three (3) consecutive terms unless no other applications are received.

6.3 Council members are appointed annually at the Organizational meeting.

6.4 Council may request resignation of any Committee Member at any time prior to the expiry of the member's term of office, and any member of the Committee may resign at any time upon sending notice to the Chief Administrative Officer (CAO).

6.5 The municipal representative shall not be a member of the Committee and may not vote on any matter; this includes any staff attending the meeting.

6.6 Any member of the Parks and Recreation Committee who is absent from two (2) consecutive meetings of the Committee shall forfeit his or her office, unless there is a

---

<sup>1</sup> Motion 12/21

resolution of the Committee accepting a valid reason for their absence.

## **7. COMMITTEE CHAIR**

- 7.1 At the first meeting each year, the Committee shall elect a Chair and Vice-Chair from among its voting members.
- 7.2 The Chair shall hold office for the remainder of the calendar year from the date of appointment.
- 7.3 The Chair shall preside over all meetings of the Committee and decide all points of order that may arise; manage the process of the meeting; preside over the conduct of the meeting, including the preservation of good order and decorum; determine speaking order; and rule on all questions related to the orderly procedure of the meeting.

## **8. MEETINGS**

- 8.1 The Committee shall hold meetings as at the call of the Chair, or in the absence of the Chairperson, at the call of the Vice-Chair.

## **9. GOVERNANCE**

- 9.1 A majority of the voting members shall constitute a quorum at a meeting.
- 9.2 All voting members of the Committee, including the Chair, shall be required to vote on any motion before the Committee and, in the event of a tie, the motion shall be lost.
- 9.3 The Chair or Vice-Chair shall report annually to Council, regarding any initiatives and activities related to the Committee.

## **10. ADMINISTRATIVE RESPONSIBILITY**

- 10.1 Coordination of Committee meeting locations and setup.
- 10.2 Preparation of meeting minutes and agendas.
- 10.3 Circulation of Agenda Package to Committee members.

## **11. ENACTMENT**

- 11.1 Upon approval by resolution of Council.



**Town of Lamont**

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

**BYLAW 08/19**

**BEING A BYLAW OF THE TOWN OF LAMONT FOR THE PURPOSE OF  
ESTABLISHING COUNCIL COMMITTEES.**

**WHEREAS** the *Municipal Government Act*, R.S.A. 2000 C.M.-26, and amendments thereto provides that a Council may establish by bylaw standing and special committees of Council and delegate powers and duties;

**WHEREAS** the Council of the Town of Lamont recognizes the value of committees to support and facilitate the achievement of Town of Lamont Strategic Plan;

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

**BYLAW TITLE**

1. This Bylaw is to be cited as the "Council Committee Bylaw".

**DEFINITIONS**

2. In this Bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:
  - a. "Act" means the *Municipal Government Act*, R.S.A 2000, c. M-26, as amended;
  - b. "Agenda" is the order of items of business for a Meeting and the associated reports, bylaws or other document;
  - c. "Bylaw" is a Bylaw of the Town;
  - d. "Chair" means a person who has authority to preside over a Meeting;
  - e. "Committee" means a Council Committee, board, commission or other body established by Council under the *Municipal Government Act*;
  - f. "Council" means the Mayor and Councillors of the Town of Lamont duly elected pursuant to the provisions of the *Local Authorities Election Act*;
  - g. "Meeting" means a Meeting of Committee;
  - h. "Member" means an individual appointed under this bylaw as a member of the Council Committee;
  - i. "Member at Large" means a member of the public appointed by Council to a Committee of Council;
  - j. "Minutes" are the record of proceedings of a Meeting recorded in English language without note or comment;
  - k. "Municipal Representative" is a Town Staff person who is functionally responsible for the work and provides administrative and technical support to the committee chair and its membership;
  - l. "Public Meeting" means a meeting of committee at which members of the public may attend, but which is not a public hearing; and
  - m. "Quorum" is a majority of those members appointed and serving on Committee.





**Town of Lamont**

**ESTABLISHMENT**

- 3. Council hereby establishes the following committees:
  - a. **Governance and Priorities Committee**  
Serves as an advisory body to Council. Meetings serve as an opportunity for Council to be provided with information on governance and policy matters and as an opportunity for Council to seek clarification on matters relating to Council business.
  - b. **Parks and Recreation Committee**  
Recommending body to Council relating to planning and design of parks and recreation use areas within the municipality.
  - c. **Emergency Management Committee**  
Under the terms of the provincial Emergency Management Act, a municipality is responsible for the direction and control of its emergency response and is required to appoint an Emergency Management Committee. Bylaw No. 09-15, Town of Lamont's Municipal Emergency Management Bylaw establishes this committee as well as including provisions for the other requirements as noted in the Emergency Management Act.
  - d. **Economic Development Board**  
Serves as an advisory body to Council and Administration of policies and potential actions or advice related to strategic goals and objectives of public services in the municipality.
  - e. **Town Wide Clean-up**  
Recommending body to Council relating to planning and coordination of the annual Town Wide Clean-up.
  - f. **Weed Control Act Appeal Committee**  
To hear and make decisions on an appeal concerning a notice issued against any land and/or personal property for the destruction or control of the named weed.
  - g. **Agricultural Pest Act Appeal Committee**  
To hear and make decisions on an appeal concerning a notice issued against the land, property, or livestock that contains or is likely to contain a pest or should be protected against a pest.

**AUTHORITY OF COMMITTEES**

- 4. A Committee shall have the authority to form ad hoc committees and task forces from among its members, to assist in carrying out its objectives and responsibilities under this Bylaw.
- 5. Ad hoc committees and task forces established by a Committee shall report to the Committee in a manner determined by the Committee.
- 6. A Committee shall not have the power to pledge credit of the Town of Lamont, to pass bylaws or to enter into any contractual agreements.

**MEMBERSHIP**

- 7. Committees shall be comprised of a number of participants, both Councillors and Members at Large, as indicated in the Committee Terms of Reference and approved by resolution of Council.
- 8. All Members of a Committee shall be appointed by Council, unless otherwise provided in the Committees Terms of Reference, shall be a resident in the Town of Lamont.







**Town of Lamont**

- 9. Member at Large shall be appointed by Council to a Committee for a term specified in the Committee Terms of Reference that becomes effective January 1.
- 10. The Mayor shall be an ex-officio member of all committees and the Mayor, as such member of the committees, shall have all the powers and privileges of any member of the same, including the right to vote upon all questions to be dealt with by such committees.
- 11. It shall be the duty of the Municipal Representative to give notice of all meetings to all members of each committee, to attend, and ensure accurate minutes are kept.
- 12. The Municipal Representative shall not be a member of a Committee and may not vote on any matter.

**TERM**

- 13. Members at Large shall be appointed by Council for a two (2) year term, unless otherwise provided in the Committee Terms of Reference.
  - a. In order to ensure the continuity of membership appointments will be filled on a rotational basis.
- 14. Members at Large shall be encouraged to serve no more than two (2) consecutive terms.
- 15. Councillors shall be appointed to Committees annually at the Organizational meeting.
- 16. Where a Committee position is left vacant for any reason, Council may appoint a replacement for the remainder of that term.

**COMMITTEE MEETINGS**

- 17. At the first meeting of the Committee following the Organizational meeting of Council the committee will:
  - a. Appoint a Chair and Vice Chair; and
  - b. Create or review Committee Terms of Reference.
- 18. Committee meetings must be held in public.
- 19. Council Committees may close all or part of the Committee Meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*, Chapter F-25 RSA 2000.
- 20. When a Meeting is closed to the public no recommendation may be passed, except a recommendation to revert to a Meeting held in public.
- 21. In accordance with the MGA, all Members are required to keep in confidence matters discussed in closed session until the item is discussed at a Meeting held in public.

**GENERAL PROVISIONS**

- 22. Each Committee hereby established is deemed to be a Committee of Council shall be responsible and accountable to Council.
- 23. This Bylaw shall govern meetings of Committees hereby established by Council and shall be binding upon all Committee members whether Councillors or Members-at-Large.





**Town of Lamont**

- 24. Each Committee is hereby authorized to prepare a "Terms of Reference" document for recommendation to Council. The Terms of Reference must be approved by Council and will include, at a minimum, the requirements for quorum and voting, number and composition of membership, roles of members, process for preparation and circulation of an agenda and minutes, and a role of an appointment of the Chair of the Committee. The Terms of Reference may also provide guidance to roles, methods and frequency of communication between Council and Committees.
- 25. All members of the Committee, regardless of how they voted on an issue, should accept and support it as a Committee recommendation.
- 26. Committee Members who have a reasonable belief that they have a pecuniary interest (as defined in the MGA) in any matter before a committee or any board, commission, committee or agency to which they are appointed as a representative of, shall, if present, declare and disclose the general nature of the pecuniary interest prior to any discussion of the matter, abstain from discussions and voting on any question relating to the matter. Members of Committee shall remove themselves from the meeting room until the matter is concluded. The minutes shall indicate the declaration of disclosure, the general nature of pecuniary interest, the time at which the member left the room and the time they returned.
- 27. Reports by all active committees may be made to Council on an annual basis.
  - a. The reports of all committees shall be made to the Council prior to the same being given to the public. The powers of the Committees established by this Bylaw are restricted to providing recommendations to Council, unless the Committee's approved Terms of Reference, or legislation, specifically provides otherwise.
- 28. Nothing included in this Bylaw shall restrict or prevent Council from creating or constituting further or other committees not referenced in this Bylaw.

**CHAIR**

- 29. The Chair shall only hold office for one (1) year unless otherwise specified in the Committee Terms of Reference.
- 30. The Chair shall preside over all meetings for the Committee and decide on all points of order that arise.
- 31. In the absence of the Chair, one of the other Members shall be elected to preside and shall discharge the duties of the Chair during the Meeting, or until the arrival of the Chair.



Town of Lamont



EFFECTIVE DATE

32. That this Bylaw shall come into force and take effect upon the date of third reading.

READ A FIRST TIME THIS 8 DAY OF October , 20 19 A.D.

[Redacted signature] Mayor Chief Administrative Officer

READ A SECOND TIME THIS 8 DAY OF October , 20 19 A.D.

[Redacted signature] Mayor Chief Administrative Officer

READ A THIRD TIME THIS 8 DAY OF October 20 19 A.D.

[Redacted signature] Mayor Chief Administrative Officer





## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: January 9, 2024**

**ELECTED OFFICIAL: Linda Sieker**

**REPORT PERIOD, December 13 ,2023 – January 5 ,2024**

---

### **Boards and Committees:**

- Dec 20 – County of Lamont Housing Foundation Special Meeting
- Jan 3 – County of Lamont Housing Foundation Special Meeting

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

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

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

- Dec 17 – Lamont Food Bank Christmas Hamper
- Dec 18 – Lamont High School Christmas Dinner
- Dec 20- ATB – Meet & Greet Breakfast



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: January 9, 2024**

**ELECTED OFFICIAL: Jody Foulds**

**REPORT PERIOD: November 23, 2023 to January 3, 2024**

---

### **Boards and Committees:**

- **St. Michael Regional Solid Waste Commission meeting – November/23**
- **Governance & Priorities – December 10, 2023**
- **Parks and Recreation Meeting – December 11, 2023**

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

- 

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

- 

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

-



# INTERIM CAO REPORT

FOR THE PERIOD ENDING January 3, 2024

## HIGHLIGHTS:

December 22, 2023

- Meeting with Mark Plamondon AIHA
- Payroll and HR adjustments
- Year end tasks
- AP Cheque run with Jackii
- Prepare for Jan Council meeting.
- Meeting with Tyler
- Meeting with Robert
- Tax Recovery sale properties
- Ordered an update to Community Entrance signage for Lamont
- Bylaw enforcement issues
- Reply to resident concerns.

January 3, 2024

- PT penalties
- Prepare for Jan Council meeting.
- Payroll constants and benefit updates
- Year end and audit tasks

## MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- Vacation – Dec 27-29

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING January 9-24

## HIGHLIGHTS

### STAFF

- Weekly Operations team meetings Thursdays.
- Safety Meeting December 20,2023.
- Air ticket training 2 staff.
- Class 3 drivers test 2 staff completed.

### Facilities

- 15 facility bookings since December 12, 2023.
- Ice scheduling and communication.
- Door repairs hall, arena, shop, and admin.
- Waterline repair at the Hall.

### Transportation Maintenance

- Annual vehicle and equipment maintenance completed.
- Road sanding as required.

### Parks & Recreation

- Outdoor arena installation initiated.
- Storage yard clean up initiated.
- Metal Recycling completed.

### Utilities

- GFL waste collection services changes coordination.
- Lift Station Pump inspection/ repairs.
- Annual water reports Initiated.
- Annual Sewer Reports Initiated.
- Sewer Flushing.

### Projects & Requests:

- Engineering Services Review.
- Climate Resilience Capacity Building Project completed.
- Clay Pile Lease agreement meetings.
- Utility Safety Partnership Registration initiated.

# PLANNING & DEVELOPMENT

QUARTERLY REPORT OCTOBER TO DECEMBER 31. 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	3
Compliance Certificates	0	1	1	3
Encroachment Agreements	2	1	0	0
Intermunicipal Referrals	1	0	0	1
Subdivisions	0		0	0
Unauthorized Developments	0		0	1
<b>TOTAL</b>	<b>YEAR TO DATE</b>			
Development Permits	5	6	12	15
Compliance Certificates		1	2	6
Encroachment Agreements	2	3	3	3
Intermunicipal Referrals	1	0	0	1
Subdivisions		0	0	0
Unauthorized Developments		0	0	1
<b>Submitted by:</b>				
<b>Diane Burtnick</b>				



**QUARTERLY REPORT**  
**October, November & December**

**DATE:** December 22, 2023  
**TO:** Rick Bastow  
Chief Administrative Officer  
**From:** CPO. Chelaine Regehr  
Municipal Enforcement Services Dept.

**COMMUNITY STANDARDS**

Door knockers/notices issued: **50**  
Notice to Enter posted: **11**

**ANIMAL CONTROL**

Dogs at large: **4\***  
Dog barking: **2**  
Dog bites: **0**  
Chickens: **1**

\*4 different owners but multiple offences on one of the owners

**TRAFFIC ENFORCEMENT**

Traffic Tickets: **4**  
Bylaw Tickets: **2**  
Trailers: **1**



# TOWN OF VEGREVILLE

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

## PROVINCIAL STATUTES

Traffic operations have been conducted in many areas around town with and without RCMP. Tickets have been issued have been for speeding, along with other infractions.

A few foot patrols have been conducted in the high school when time permits. This has created opportunities like attending the high school Remembrance Day ceremony and having our younger generation get used to interacting with police in a positive way.

One large problem that occurred this quarter was with one homeowner in town. The issues focused on a multitude of different bylaws and after trying to educate the individuals numerous times action was taken to clean up what was going on.

This is a breakdown of the complaints and statistics that we have compiled to date. Our focus in the first quarter of 2024 will be snow removal.

Should you require further information or clarification, please contact CPO Chelaine Regehr.

Respectfully

CPO. Chelaine Regehr  
Municipal Enforcement Services Dept.



# CLOSED SESSION NOTICE

January 9, 2024

## **7.1 Parks & Recreation Committee Appointment**

*(Disclosure Harmful to Personal Privacy )*

- *FOIP Section 17* – Disclosure Harmful to Personal Privacy

## **7.2 2023 Operation Update**

*(Advice from Officials)*

- *FOIP Section 24* – Advice from Officials

## **7.3 Alberta Industrial Heartland Association**

*(Advice from Officials)*

- *FOIP Section 24* – Advice from Officials

## **7.4 Chief Administrative Officer**

*(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 17 and 24 of the Freedom of Information and Protection of Privacy Act at XXXX p.m."*