

# Council Package

August 27, 2024



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**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
August 27, 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**

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**Town of Lamont  
July 9, 2024  
Regular Meeting of Council**

**PRESENT:**

Jody Foulds	Deputy Mayor
Dave Taylor	Councillor
Linda Sieker	Councillor
Al Harvey	Councillor
Perry Koroluk	Councillor
Colleen Holowaychuk	Councillor
Tyler Edworthy	Interim CAO/Director, Operations & Infrastructure
Dawn Nielsen	Deputy Chief Administrative Officer
Jaclyn Ponto-Lloyd	Recording Secretary

**CALL TO ORDER AND RELATED BUSINESS:**

**Call to Order: Deputy Mayor Foulds:** called the meeting to order at 7:00 p.m.

**Adoption of Agenda**

- Amendment to Item 4.1 – Addition of Bylaw Enforcement Costs to Tax Rolls

**MOTION: 203/24 Councillor Taylor:** That the Council Agenda be accepted as amended.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**ADOPTION OF MINUTES:**

- a) Meeting Minutes – June 25, 2024

**MOTION: 204/24 Councillor Sieker:** That the Minutes of the June 25, 2024 Council Meeting be accepted as presented.

**CARRIED**

b) Special Meeting Minutes – July 3, 2024

**MOTION: 205/24 Councillor Holowaychuk:** That the Minutes of the July 3, 2024 Special Council Meeting be accepted as presented.

**CARRIED**

c) Parks & Recreation Committee Meeting Minutes – June 24, 2024

**MOTION: 206/24 Councillor Taylor:** That the Minutes of the June 24, 2024 Parks & Recreation Committee Meeting be accepted as presented.

**CARRIED**

d) Economic Development Board Meeting Minutes – March 7, 2024

**MOTION: 207/24 Councillor Sieker:** That the Minutes of the March 7, 2024 Economic Development Board Meeting be accepted as presented.

**CARRIED**

**DELEGATIONS:** None.

**CORRESPONDENCE:**

- **Lamont Health Care Centre – Annual General Meeting**
- **EIPS Quarterly Update**
- **Shell – Final Investment Decision for Polaris**
- **Town of Bruderheim – Deutschland Day Parade**

**MOTION: 208/24 Councillor Koroluk:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS:**

**Addition of Bylaw Enforcement Costs to Tax Rolls**

**MOTION: 209/24 Councillor Koroluk:** That Council approve the addition of Bylaw Enforcement costs to tax rolls as itemized in the attached Schedule “A”.

**CARRIED**

**Offer to Purchase Tax Recovery Property**

**MOTION: 210/24 Councillor Harvey:** That Council accept the offer to purchase of \$37,000 including GST if applicable, for the sale of land described as Lot 4, Block 8, Plan 127HW.

**CARRIED**

**2024 Tax Revenue Updates**

**MOTION: 211/24 Councillor Holowaychuk:** That Council accept the 2024 Tax Revenue Updates as information.

**CARRIED**

**Committee Member Appointment – Parks and Recreation**

**MOTION: 212/24 Councillor Taylor:** That Council appoint Cindy Gruber to the Parks and Recreation Committee for a two-year term expiring December 31, 2026.

**CARRIED**

**Parks and Recreation Committee Gazebo Update and Recommendation**

**MOTION: 213/24 Councillor Koroluk:** That Council approve the development of a gazebo provided by the Lamont Light UP Committee to be located on the Administration Building grounds identified on the attached map.

**CARRIED**

**Parks and Recreation Committee Disc Golf Recommendation**

**MOTION: 213/24 Councillor Holowaychuk:** That Council approve the development of a 9-hole disc golf course as recommended by the Parks and Recreation Committee.

**CARRIED**

**Road Grader Repair**

**MOTION: 214/24 Councillor Harvey:** That Council approve the transfer of funds identified in the 2024 Capital Budget for the Backhoe replacement to repair the Road Grader not to exceed \$65,000.

**CARRIED**

**2024 Capital Works Program Update**

**MOTION: 215/24 Councillor Taylor:** That Council accept the 2024 Capital Works program update as information and approve the reallocation of contingency funds to complete the optional works based on the priorities identified.

**CARRIED**

**REPORTS:**

**Council Reports:**

<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>	July 2 Lamont County Housing Foundation Staff Planning Meeting. July 3 Town of Lamont Special Council Meeting and Summer Fest Planning Meeting. July 4 parade float planning with public works.
<b>Councillor Foulds</b>	Written report attached.
<b>Councillor Holowaychuk</b>	Nothing to report.

**Staff Reports:**

<b>Interim CAO</b>	Written report attached.
<b>Director, Operations &amp; Infrastructure</b>	Written report attached.
<b>Finance Officer</b>	Written report attached.
<b>Planning &amp; Development</b>	Written report attached.
<b>Bylaw Enforcement</b>	Written report attached.

**MOTION: 216/24 Councillor Taylor:** That Council accept the reports as presented.

**CARRIED**

**NOTICES OF MOTION:** None.

**CLOSED SESSION:**

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

**MOTION: 217/24 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 24 of the *Freedom of Information and Protection of Privacy Act* at 7:33 p.m.

**CARRIED**

**MOTION: 218/24 Councillor Taylor:** That Council revert to regular Council meeting session at 7:55 p.m.

**CARRIED**

**MOTIONS ARISING FROM CLOSED SESSION:**

**MOTION: 219/24 Councillor Sieker:** That Council accept Kirk Perrin’s resignation.

**CARRIED**

**MOTION: 220/24 Councillor Taylor:** That Council appoint Councillor Perry Koroluk to be the Deputy Mayor of the Town of Lamont.

**CARRIED**

**MOTION: 221/24 Councillor Holowaychuk:** That Council direct Administration to request a Ministerial order from the Minister of Municipal Affairs to extend the time for filling the Chief Elected Official vacancy to the next general election as per section 166 of the MGA.

**CARRIED**

**ADJOURNMENT:** Deputy Mayor Foulds adjourned the meeting at 7:59 p.m.

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Mayor

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Chief Administrative Officer



**Town of Lamont  
August 7, 2024  
Special Meeting of Council**

**PRESENT:**

Jody Foulds	Deputy Mayor
Dave Taylor	Councillor
Linda Sieker	Councillor
Al Harvey	Councillor
Perry Koroluk	Councillor
Colleen Holowaychuk	Councillor

**CALL TO ORDER AND RELATED BUSINESS:**

**Call to Order: Deputy Mayor Foulds:** called the meeting to order at 7:03 p.m.

**Adoption of Agenda**

**MOTION: 222/24 Councillor Taylor:** That the Council Agenda be accepted as presented.

**CARRIED**

**CLOSED SESSION:**

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

**MOTION: 223/24 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 of the *Freedom of Information and Protection of Privacy Act* at 7:08 p.m.

**CARRIED**

**MOTION: 224/24 Councillor Taylor:** That Council revert to regular Council meeting session at 10:11 p.m.

**CARRIED**

**MOTION: 225/24 Councillor Holowaychuk:** That Council extend the meeting past 9:00 p.m.

**CARRIED**

**MOTIONS ARISING FROM CLOSED SESSION:**

**MOTION: 226/24 Councillor Sieker:** That Council direct Deputy Mayor Jody Foulds to proceed as directed by Council.

**CARRIED**

**ADJOURNMENT:** Deputy Mayor Foulds adjourned the meeting at 10:12 p.m.

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Deputy Mayor

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Chief Administrative Officer



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR115908

August 1, 2024

Deputy Mayor Perry Koroluk  
Town of Lamont  
5307 - 50 Avenue  
Lamont AB T0B 2R0

Dear Deputy Mayor Koroluk and Council:

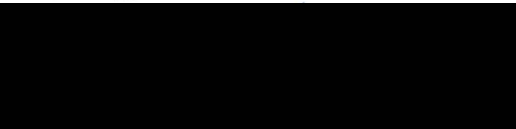
Thank you for the letters of July 10 and 12, 2024, from Tyler Edworthy, Interim Chief Administrative Officer, requesting to defer holding a by-election for the recently vacated chief elected official position. I appreciate the rationale outlining the challenges for the Town of Lamont should the town be obligated to proceed with filling the vacancy through a by-election.

As you know, the *Municipal Government Act* requires a municipality to hold a by-election if a vacancy of the chief elected official occurs 12 months or more before a general election is scheduled to occur. Accordingly, the by-election for the Town of Lamont would have to be held within 120 days of the vacancy occurring. However, the legislation also provides the Minister with authority to extend the time for filling council vacancies until the next general election.

After consideration of the legislation and the rationale provided in your letter, I am pleased to issue Ministerial Order No. MSD:057/24 granting the request to defer filling the chief elected official vacancy until the next general election.

Thank you again for writing.

Sincerely,



Ric Mclver  
Minister

Attachment: Ministerial Order No. MSD:057/24

cc: Tyler Edworthy, Interim Chief Administrative Officer, Town of Lamont





ALBERTA  
MUNICIPAL AFFAIRS

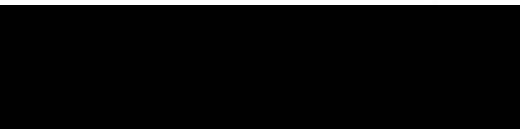
*Office of the Minister  
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. MSD:057/24

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 166 of the *Municipal Government Act*, make the following order:

That the date, as set out in Section 165 of the *Municipal Government Act*, for holding a by-election for the vacancy of the chief elected official in the Town of Lamont, is extended until the next general election on October 20, 2025.

Dated at Edmonton, Alberta, this 18 day of August, 2024.



Ric McIver  
Minister of Municipal Affairs

Good morning, everyone,

I hope everyone is staying cool during this heat wave. This email is to invite you to join Bruderheim's first ever Chili Cook – Off. We are very excited to have our Alberta Days activities held on September 2, 2024 from 3-7p.m. One of those being the Chili Cook -Off peoples choice judging. It is looking to be loads of fun and delicious food. Attached are the Rules and registration form if interested you can fill the form out and email to [info@bruderheim.ca](mailto:info@bruderheim.ca) or [Natalie.acosta@bruderheim.ca](mailto:Natalie.acosta@bruderheim.ca) or bring it to the Town Office - 5017 Queen Street Monday – Friday between 8 and 4p.m.

Look forward to seeing you there at Alberta Days!

*Natalie Quijano Acosta*

Communication and Community Services Coordinator

Town of Bruderheim

Box 280 | Bruderheim, AB | T0B 0S0

Phone: 780.796.3731 | Fax: 780.796.3037

web site: [www.bruderheim.ca](http://www.bruderheim.ca) \ [natalie.acosta@bruderheim.ca](mailto:natalie.acosta@bruderheim.ca)



Find us on:  

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# Town of Bruderheim

## Chili

## Cook-Off

September 2, 2024



- \*All Participants must register with Natalie at the Town Office 780-796-3731 or come in person 5017 Queen Street, Bruderheim.
- \*You must have an ingredient list available at your table due to allergies.
- \*All ingredients must be store bought (please keep receipt for AHS purposes Town does not need to see unless AHS questions something.)
- \*As per AHS requirements chili is to be heated to a temperature of at least 74C (165F) each participant will need their own thermometer to verify.
- \*Chili needs to be warm and ready to serve in an electric crock pot/instant pot/electric cooker .
- \*Tables will be provided along with bowls and spoons for tasting.
- \*Contestants are responsible for supplying their own serving utensils (please have 2 or 3 incase one falls) and serving their own Chili during the event.

### Prizes for Best Chili



Peoples Choice Judging—Every person who comes will be given a ballot to write the number of their favourite Chili votes will be tallied and winners will be announced. 1st, 2nd, and 3rd places will be awarded.



# Bruderheim's First Annual Chili Cook-Off



## Entry Form



September 2, 2024

In Gazebo Park

Set up by 3:30p.m. Tasting starts at 4p.m.

Winners Announced at 5p.m.

### Contestant requirements

- Chili needs to be warm and ready to serve in an electric crock pot/instant pot/electric cooker
  - Contestants need to have their own serving utensils (have a couple in case one falls)
  - Register with Town so can get their official number for the Contest.

Registration Deadline August 21st.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Chili: \_\_\_\_\_

Spice Level of Chili: \_\_\_\_\_







# **BRUDERHEIM RESIDENTS**

On September 2,  
2024 Bruderheim will  
host its First Ever  
Chili Cook-Off!!

Call the Town Office at 780-796-3731  
to register with Natalie QA or email  
[info@bruderheim.ca](mailto:info@bruderheim.ca)

Town office will send registration form  
and rules to registrants via email!

**From:** Stephen Covey <[stephen.covey@cn.ca](mailto:stephen.covey@cn.ca)>  
**Sent:** Friday, July 12, 2024 8:54 AM  
**To:** Tyler Edworthy <[tyler.e@lamont.ca](mailto:tyler.e@lamont.ca)>  
**Subject:** Rail Safety Week 2024 | Proclamation request

Dear Mr. Edworthy,

As neighbours and partners in our shared commitment to rail safety, we are inviting you to join us in raising awareness for this important issue by adopting this proposed [proclamation](#). This proclamation helps communities like yours officially recognize Rail Safety Week 2024 and its significance in your area.

Rail Safety Week will be held in Canada and the United States from September 23-29, 2024.

**Your council’s leadership is key to increasing public awareness about the dangers around tracks and trains. We are asking for your support by signing the proclamation and taking the time to engage with your community about rail safety. We will be proud to recognize your commitment publicly.**

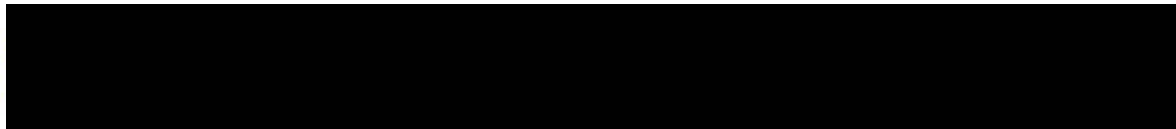
Rail safety is a shared responsibility and together, we can achieve our common goal of eliminating incidents and saving lives in the communities where we live, work and play.

If you have any questions or concerns, please contact Julianne Threlfall, your local CN Public Affairs representative, at [julianne.threlfall@cn.ca](mailto:julianne.threlfall@cn.ca).

For more information:

- Questions or concerns about rail safety in your community, contact our Public Inquiry Line at 1-888-888-5909
- For additional information about Rail Safety Week 2024 visit [cn.ca/railsafety](http://cn.ca/railsafety) or [operationlifesaver.ca](http://operationlifesaver.ca)
- Let us know how you promote rail safety in your community by visiting [cn.ca/RSW2024](http://cn.ca/RSW2024)
- For any questions about this proclamation, please email [RSW@cn.ca](mailto:RSW@cn.ca)

Thank you in advance for your support.



Janet Drysdale  
CN Senior Vice-President and  
Chief Stakeholder Relations Officer

Stephen Covey  
CN Chief of Police and  
Chief Security Officer

Chris Day  
Operation Lifesaver  
Interim National Director



July 3, 2024

Re: **Lamont County Emergency Services Fire Master Plan and Standard of Cover**

Transitional Solutions Inc. (TSI) is excited to be working with Lamont County on the development of the region's Fire Master Plan and Standard of Cover (SOC). The primary goals of this project are to analyze the Lamont County Emergency Services structure, operations and response services to determine recommendations for improved efficiency, reflective of any potential growth or changes in the region over the next ten years. The Fire Master Plan and SOC will determine satisfactory service delivery, identify current and anticipated risks, and create key performance indicators informed by applicable legislation, industry best practices, and Council-defined service levels.

To better understand the current state of the Regional Fire Service and the future needs in the region, TSI will undergo a comprehensive engagement and collaboration process over the coming months. The engagement will serve as an education to the consulting team on the past, present and needs for the future, paired with extensive research, analysis, and observations for the collaborative development of the Fire Master Plan and SOC. Engagement will be in the form of surveys, interviews, and workshops with ongoing communications on the project.

Should you be contacted to engage with our team, we encourage you to take advantage of this opportunity to positively impact the future direction of Lamont County Fire Services. The TSI team is flexible in their processes, and should you wish to engage in a format different than that presented to you, please do not hesitate to connect with our team.

Thank you for your support in this process and we are excited to be working with the region on this important project.

Best regards,

Judy Unsworth

Project Manager

[Judy.Unsworth@tsi-inc.ca](mailto:Judy.Unsworth@tsi-inc.ca)

**Additional Project Team Contacts:**

Kerri Holmes, Project Coordinator – [kerri.holmes@tsi-inc.ca](mailto:kerri.holmes@tsi-inc.ca)

Lindsay Reiling, Project Administration – [lindsay.reiling@tsi-inc.ca](mailto:lindsay.reiling@tsi-inc.ca)



# BOARD HIGHLIGHTS

**JUNE 2024**

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## BOARD MEETING: June 6, 2024

### New Business

#### 2024-25 BUDGET REPORT

The Board approved Elk Island Public Schools’ (EIPS) 2024-25 spring budget, prepared by Financial Services. Every spring, the Division prepares a budget for the upcoming school year—based on provincial funding, Alberta Education’s *Funding Manual for School Authorities: 2024-25 School Year*, projected student-enrolment numbers, corresponding staffing estimates, Board-approved [budget assumptions](#) and [allocations](#), and stakeholder feedback. Overall, for 2024-25, EIPS is working with a tighter budget than the previous year. The reason: There is no additional funding to cover rising inflationary costs—such as utilities, employee benefits, custodial supplies and insurance premiums. That, in turn, impacts available student programming and services. As such, Financial Services developed a conservative spring budget that aligns with the province’s allotted funding and is built around two key principles—equitable distribution of funds and programs, and transparent and understandable allocations. The following is a brief summary of EIPS’ spring 2024-25 Budget Report. The complete report is available at [eips.ca](https://eips.ca).

#### OVERVIEW

EIPS’ operating budget is \$208.07 million from Sept. 1, 2024, to Aug. 31, 2025. Of that, \$206.26 million will come from the Division’s annual revenues. The remaining \$1.81 million will come from the Division’s accumulated surplus. The Division plans to use the added funds to support EIPS schools and departments—related to classroom complexity, mental health, career pathways, and artificial intelligence and digital tools.

#### ACCUMULATED SURPLUS

EIPS projects an accumulated surplus of \$9.56 million by Aug. 31, 2025. The accumulated surplus comprises investment in tangible capital assets (\$8.33 million), operating reserves (\$10.65 million), capital reserves (\$556,000) and asset-retirement obligation (-\$9.98 million). For 2024-25, EIPS’ operating reserve limit is \$12.45 million, which the Division will ensure not to exceed—currently projected at \$1.8 million below the limit. Meanwhile, EIPS plans to use \$951,000 from its capital reserves to fund the following projects:

- \$150,000 for information technology access points;
- \$220,000 to upgrade the VOIP phone system; and
- \$581,000 to purchase school buses.

#### SCHOOL AND DEPARTMENT ALLOCATIONS

School allocations will increase by 0.2% because of higher standard costs, although the exact allocations for each school will vary based on enrolment number changes and standard cost adjustments. And, for small rural schools, allocations will align with the funding levels detailed in the province’s *Funding Manual for School Authorities*. Similarly, allocations for central departments will also increase by 0.1%—primarily because of higher staff benefit costs and inflationary expenses.



## REVENUE AND EXPENSES

Overall revenues are down just slightly by \$190,000. Conversely, total expenses are up by \$290,000, again because of higher staff benefit costs and inflationary expenses—utilities, custodial supplies and insurance premiums. In terms of students and staff, EIPS anticipates a student enrolment of 17,813—up by 53. In contrast, the Division expects a decrease in staffing, dropping by approximately 3.5%, or 48.32 full-time equivalent (FTE) employees—declining to 1,324.26 FTE from 1,372.58 FTE. The reason: mostly because the provincial funding for the Mental Health in Schools Pilot program ended and the Division's decision to hire full-time educational assistants as opposed to hiring on an hourly basis. Compensation will also rise, primarily because of salary grid movement and higher benefit costs. Overall, instructional costs comprise 78% of the total budget, costing \$9,362 per student.

Finally, system administration spending will equate to 2.2% (\$4.49 million) of total expenses, which is below the \$6.55-million grant provided by Alberta Education. All unused funds will go toward instruction, as outlined in the *Funding Manual for School Authorities: 2024-25 School Year*. Similarly, by Aug. 31, 2025, the Division's Unallocated Reserve is projected to be \$6.8 million, which, when combined with other operating reserves, falls within the operating reserve limit (\$12.45 million).

## WHAT THE EIPS SPRING BUDGET MEANS

Overall, the spring EIPS 2024-25 budget supports the mission, values and priorities of EIPS. It also allows the Division to fund its key budget priorities to ensure student success—including classroom complexity, curriculum, mental health, career pathways, equity, staff retention, and artificial intelligence and digital tools. Now approved, schools and departments will use EIPS' spring budget to plan for the upcoming school year. The complete [EIPS 2024-25 Budget Report](#) is available at [eips.ca](#).

*NOTE: As with all budgets, any changes to funding, reserve usage, enrolment numbers and standard costs can affect the initial budget. As such, in the fall, EIPS will update its 2024-25 budget with the final student-enrolment numbers, revenue and expense variations, carryforward amounts and any reserve spending changes.*

## BUDGET REPORT: ALBERTA EDUCATION

The Board also approved the Alberta Education Budget Report for the year ending Aug. 31, 2025 (see pg. 76, "[Alberta Education Budget Report: 2024-25](#)").

## BOARD MEETING: June 20, 2024

### Chair's Report

#### RECENT EVENTS

Board Chair Cathy Allen highlighted information and events trustees attended since the last Board meeting:

- On May 26, trustees and senior administration attended the Alberta School Boards Association's (ASBA) Zone 2/3 Edwin Parr Awards Banquet, an annual celebration that recognizes the work of first-year teachers.
- On June 3-4, trustees attended ASBA's spring general meeting.
- On June 7, Trustee Jacqueline Shotbolt was a judge for James Mowat Elementary's speech competition.
- On June 12, trustees met Jackie Armstrong-Homeniuk, the Parliamentary Secretary for Settlement Services and Ukrainian Evacuees and a member of Alberta's Legislative Assembly for Fort Saskatchewan-Vegreville.
- On June 14, trustees attended the Alberta Teachers' Association Local No. 28's annual retirement dinner.
- On June 17, Chair Allen joined school board chairs and superintendents from across the province to meet with Education Minister Demetrios Nicolaidis. The focus: the new provincial standards for personal mobile devices and social media use in schools.



# BOARD HIGHLIGHTS

## ASBA TRUSTEE GOVERNANCE PROGRAM

Congratulations to Trustee Colleen Holowaychuck, who recently completed ASBA's Trustee Governance Program, offered through the University of Calgary's Continuing Education department. The year-long program focuses on the theory and practice of leadership and effective governance.

## GRADUATION AND SCHOOL EVENTS

It's an exciting time for schools, students and families within EIPS. Senior high schools are busy hosting graduation ceremonies—congratulations to all EIPS 2024 graduates. Meanwhile, elementary and junior high schools are hosting farewells, school awards and performances. Every year, trustees look forward to these events and sincerely appreciate the many invitations to attend.

## UPCOMING EVENTS

The Board looks forward to meeting with Education Minister Nicolaides on June 24.

## Superintendent's Report

### RECENT EVENTS

Superintendent Sandra Stoddard highlighted recent events:

- On June 11, she met with the Strathcona Christian Academy Society about its lease agreement.
- On June 12, she joined the Board to meet with Jackie Armstrong-Homeniuk, the Parliamentary Secretary for Settlement Services and Ukrainian Evacuees and a member of Alberta's Legislative Assembly for Fort Saskatchewan-Vegreville. Also in attendance were representatives from Elk Island Catholic Schools and several community partners. The focus: career pathways and a proposed collegiate in Fort Saskatchewan.
- On June 13, she met with the Elk Island Logos Society President to discuss future programming.
- On June 17, she joined Chair Allen at the board chairs and superintendents meeting with Education Minister Demetrios Nicolaides on the new provincial standards for personal mobile devices and social media use in schools. EIPS administration will soon meet to discuss its implications, which should be minimal—the Division already has a policy in place for personal communication device use.
- On June 24, she looks forward to joining the Board to meet with Education Minister Nicolaides.

### GRADUATIONS AND SCHOOL EVENTS

Throughout May and June, EIPS administration has attended several graduations, farewells, awards and school performances across the Division—a wonderful way to wrap up the school year. Superintendent Stoddard also congratulates all EIPS 2024 graduates.

### YEAR-END MESSAGE

Superintendent Stoddard wishes staff, students, families and community partners a wonderful summer break and thanks everyone for their support, efforts, expertise and dedication to EIPS over the last year. She also thanks the Board for its vision, strategic direction and commitment to ensuring strong public education. She looks forward to seeing everyone back on Aug. 29, 2024.

## Association and Employee Group Reports

### ATA LOCAL REPORT

The Board received for information the Alberta Teachers' Association (ATA) Local No. 28 report from Maxine Holm, on behalf of Deneen Zielke, the president of Local No. 28:

- On June 11, the Local No. 28's Women in Leadership Committee held its final event for the year, which was well-attended. Holm thanked Chair Allen for attending and addressing attendees.

- On June 13, the Local No. 28's Diversity, Equity and Human Rights Committee hosted a booth at the Fort Saskatchewan Pride Week Closing Celebration.
- On June 14, the Local hosted its annual retirement dinner at the University of Alberta's Faculty Club. Holm thanked Chair Allen and trustees Trina Boymook and Randy Footz for attending and sharing in the celebration. It's always a fun event that honours colleagues' long and diverse careers.

## EMPLOYEE RELATIONS GROUP REPORT

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

- As schools work through their 2024-25 budgets, classified staff are adjusting to their reassignments.
- Many members have asked what the Division plans to do with the Job Information Questionnaire. An update on next steps is expected in early fall 2024.
- The ERG is looking for a new member to represent schools in Vegreville. The reason: Long-time member Marlene Steeves will step down at the end of the school year.
- In August, Miller plans to participate in the Division's Off To A Good Start, an orientation program for new employees. There, she looks forward to meeting EIPS' newest classified staff.
- The ERG wishes everyone a relaxing and enjoyable summer.

## New Business

### SUPERINTENDENT'S EVALUATION REPORT

The Board approved the Superintendent's Evaluation Report, which documents the performance of the Division's Superintendent from July 1, 2023, to June 18, 2024. The Board also authorized the Chair to make any required technical edits and to sign the report on its behalf.

### POLICY AMENDMENTS

The Board approved amendments to:

- [Board Policy 17: Student Transportation](#)—The changes help clarify the provision of mandated and non-mandated student transportation.
- [Board Policy 22: Health and Safety](#) – The change requires an annual report to be presented to the Board to demonstrate continuous improvement of health and safety within the Division.

Amendments were also made to:

- [Board Policy 7: Board Operations](#)
- [Board Policy 13: Appeals and Hearings Regarding Student Matters](#)
- [Board Policy 18: Alternative Programs](#)
- [Board Policy 20: Assessment and Reporting of Student Learning](#)
- [Board Policy 21: Expense Transparency](#)

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

### SURPLUS PROPERTY DECLARATION: ÉCOLE CAMPBELLTOWN

The Board approved the recommendations to declare the École Campbelltown building, excluding its modular classrooms, surplus to the Board's needs—effective 90 days after occupancy of the Sherwood Park replacement school. Additionally, the Board will offer the building to Alberta Infrastructure—at net book value—in accordance with the *Real Property Governance Act*. If declined, it will ask permission from the Education Minister to transfer the building to Strathcona County.

## Committee Reports

### AUDIT COMMITTEE

The Board received for information a report from the Audit Committee meeting held on June 5. The committee discussed EIPS' 2023-24 financial statements, the audit service plan and upcoming audit reports—slated for November 2024.

### POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on June 10. Policies discussed: 7, 8, 9, 13, 17, 18, 20, 21 and 22. No amendments were required for policies 8 and 9. Amendments to the remaining policies were approved earlier during the June 20 Board meeting (see pg. 4, "Policy Amendments"). That concludes the annual review of Board policies for the 2023-24 school year. The committee will reconvene after the summer break.

## Reports for Information

### ENGAGEMENT PLAN: TRANSITION PLANNING

The Board received for information the EIPS Engagement Plan: Project 1 transition planning. The plan will guide the Division as it develops a transition strategy for secondary students relocating to Salisbury Composite High for French Immersion and Lakeland area students who are redesignated to Bev Facey Community High—effective when the new Sherwood Park replacement school opens in 2026-27. Briefly, EIPS plans to consult with all impacted stakeholders to develop an effective transition plan—starting in fall 2024. Consultations will include working-group meetings, online surveys with staff and school families, student engagements and a public consultation with stakeholders to fine-tune the draft plan. A final transition plan is expected in spring 2025.

### UNAUDITED FINANCIAL REPORT: SEPTEMBER 1 TO MAY 31

The Board received for information the EIPS Unaudited Financial Report for the nine months ending May 31, 2024. Overall, revenues exceeded expenses, resulting in an operating surplus of \$1 million. Revenue for the nine months is \$156.21 million, which represents 78 per cent of the year-to-date budget—an expected percentage at this point in the fiscal year. Meanwhile, total expenses are \$155.2 million, representing 77 per cent of the year-to-date budget. Significant financial developments in the past quarter include the sale of IP addresses (\$3.8 million), new funding (\$150,000) to implement a new provincial digital assessment platform for provincial achievement tests and diploma examinations, and a reallocation of surplus funds (\$1.1 million)—approved by the Board in March. For the complete report, see the Board Package: June 20, 2024, pg. 101, "[Unaudited Financial Report.](#)"

### PLAYGROUND SUMMARY REPORT: 2023-24

The Board received for information the 2023-24 Playground Summary Report:

*STRATHCONA COUNTY* – The county is responsible for monthly inspections, maintenance and annual audits. Both Strathcona County (90 per cent) and EIPS (10 per cent) are responsible for maintenance and reporting costs. For 2023-24, one project is planned: expanding and upgrading Wes Hosford Elementary's playground. Work is expected to start in July 2024 and be completed by August 2024.

*CITY OF FORT SASKATCHEWAN* – The city is responsible for monthly inspections, maintenance and annual audits. All costs for maintenance and reporting are shared equally between EIPS (50 per cent) and the City of Fort Saskatchewan (50 per cent). In 2023-24, no playground projects are planned in the Fort Saskatchewan area.

**RURAL AREAS**—EIPS staff certified in playground inspections inspect playgrounds monthly. A third-party inspection company is also contracted to perform an annual audit of the playgrounds. EIPS Facility Services pays all costs associated with playground inspections, maintenance and audits using Plant Operations and Maintenance funding. In 2023-24, one project is planned: replacing Lamont Elementary’s south and north playgrounds. Work is expected to start in July 2024 and be completed by August 2024.

*Upcoming projects* – Looking ahead, EIPS anticipates two playground projects in 2024-25—A.L. Horton Elementary’s north playground and Glen Allan Elementary’s east playground. Meanwhile, in 2025-26, EIPS anticipates three projects—A.L. Horton Elementary, James Mowat Elementary and Mundare School.

## **INTERNATIONAL AND NATIONAL FIELD TRIPS: 2023-24**

The Board received for information the International and National Field Trip report for the 2023-24 school year. Throughout the year, schools participated in the following field trips:

- *National field trips*: nine trips and 244 students
- *International field trips*: one trip and 44 students

## **LOCALLY DEVELOPED COURSES**

The Board received for information a report about the locally developed courses available to students in 2024-25. At the senior high level, the Division plans to acquire 11 new locally developed courses and renew four. It’s also waiting on the release of one other course—Mental Health Literacy 15. Meanwhile, at the junior high and elementary level, no newly acquired courses nor renewals are planned for 2024-25 (see pg. 127, “[Locally Developed Courses: 2024-25](#)”).

## **TRUSTEE NOTICES OF MOTIONS AND INFORMATION REQUESTS**

EIPS Board Chair Cathy Allen wishes everyone a relaxing and rejuvenating summer break. She extends a heartfelt thank you to Superintendent Stoddard, EIPS administration and all staff within EIPS for helping move learning forward. She also thanks her fellow trustees for their support and encouragement over the last year.

Trustees also thanked Chair Allen for her hard work and for representing the Board throughout 2023-24.

## **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)





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
M.A., Calgary-Hays*

AR115493

July 23, 2024

Mayor  
Town of Lamont  
PO Bag 330  
Lamont AB T0B 2R0

Dear Sir/Madam:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For the Town of Lamont, the 2024 CCBF allocation is \$151,600.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at [open.alberta.ca/publications](https://open.alberta.ca/publications).

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

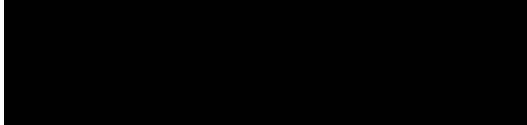
In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

.../2

The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,



Ric McIver  
Minister

cc: Tyler Edworthy, Interim Chief Administrative Officer, Town of Lamont

# Lamont Community Awareness

Thursday September 12, 2024

6:00pm - 8:00pm

Lamont Elementary School

Please join us for hot dogs and  
come out and check out the  
organizations within your  
community or other communities

Have direct conversation  
with your neighbours

If you would like to register your club  
or organization, please contact  
FCSS Lamont County Region  
780-895-2233 Ext. 226  
Toll Free at 1-877-895-2233 Ext 226  
darlene.o@lamontcounty.ca







August 6, 2024

Mayor Kirk Perrin  
Lamont, AB

Dear Mayor Perrin,

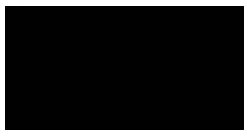
Please find attached the quarterly Community Policing Report for the period from April 1<sup>st</sup> to June 30<sup>th</sup>, 2024. This report provides a detailed overview of human resources, financial data, and crime statistics for the Fort Saskatchewan Provincial Detachment.

As we progress through summer, I would like to reflect on the 2023 wildfire season, which was one of the most devastating in Alberta's history. In preparation for the 2024 wildfire season, the Alberta RCMP has ensured that we are well-prepared to meet the needs of the communities we serve. This proactive approach involved early staffing of our Division Emergency Operations Center to facilitate the processing of information and the deployment of additional resources to communities under threat. Although the moderate weather in May and June resulted in fewer wildfires compared to 2023, we have observed an increase in wildfire activity towards the end of July. The Alberta RCMP remains vigilant and ready to respond as these wildfires continue to threaten our citizens and communities.

Additionally, the recently announced G7 meeting scheduled to take place in Kananaskis in 2025 will require significant coordination and effort. While the specific dates have yet to be released, planning is already underway. As more information becomes available regarding the event and the expectations for the Alberta RCMP, we will keep our communities informed.

Thank you for your ongoing support and engagement. I am always available to discuss your community-identified policing priorities and any ideas you may have to enhance our service delivery. As the Chief of Police for your community, please do not hesitate to contact me with any questions or concerns.

Best regards,



Inspector Barry LaRocque  
Officer in Charge / Detachment Commander  
Fort Saskatchewan RCMP



## Fort Saskatchewan Provincial Detachment Crime Statistics (Actual) April – June: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	1	0	N/A	-100%	0.1
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		3	1	0	3	0	-100%	-100%	-0.4
Other Sexual Offences		0	1	0	3	0	N/A	-100%	0.2
Assault		14	27	13	19	17	21%	-11%	-0.2
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	1	N/A	0%	0.3
Criminal Harassment		7	6	5	2	6	-14%	200%	-0.6
Uttering Threats		7	13	8	8	9	29%	13%	-0.1
<b>TOTAL PERSONS</b>		<b>32</b>	<b>48</b>	<b>26</b>	<b>37</b>	<b>33</b>	<b>3%</b>	<b>-11%</b>	<b>-0.9</b>
Break & Enter		21	8	13	17	35	67%	106%	3.7
Theft of Motor Vehicle		12	13	20	16	19	58%	19%	1.7
Theft Over \$5,000		4	0	6	5	1	-75%	-80%	-0.1
Theft Under \$5,000		26	29	23	19	17	-35%	-11%	-2.8
Possn Stn Goods		11	19	23	18	26	136%	44%	2.9
Fraud		9	13	12	13	12	33%	-8%	0.6
Arson		1	3	0	2	1	0%	-50%	-0.1
Mischief - Damage To Property		18	15	21	18	22	22%	22%	1.1
Mischief - Other		7	5	21	8	14	100%	75%	1.7
<b>TOTAL PROPERTY</b>		<b>109</b>	<b>105</b>	<b>139</b>	<b>116</b>	<b>147</b>	<b>35%</b>	<b>27%</b>	<b>8.7</b>
Offensive Weapons		10	9	2	7	1	-90%	-86%	-2.0
Disturbing the peace		7	4	7	4	18	157%	350%	2.2
Fail to Comply & Breaches		12	11	7	13	12	0%	-8%	0.2
<b>OTHER CRIMINAL CODE</b>		<b>5</b>	<b>10</b>	<b>9</b>	<b>5</b>	<b>10</b>	<b>100%</b>	<b>100%</b>	<b>0.5</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>34</b>	<b>34</b>	<b>25</b>	<b>29</b>	<b>41</b>	<b>21%</b>	<b>41%</b>	<b>0.9</b>
<b>TOTAL CRIMINAL CODE</b>		<b>175</b>	<b>187</b>	<b>190</b>	<b>182</b>	<b>221</b>	<b>26%</b>	<b>21%</b>	<b>8.7</b>



## Fort Saskatchewan Provincial Detachment Crime Statistics (Actual) April – June: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		11	6	3	1	1	-91%	0%	-2.5
Drug Enforcement - Trafficking		2	7	1	1	2	0%	100%	-0.6
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>13</b>	<b>13</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>-77%</b>	<b>50%</b>	<b>-3.1</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		2	2	1	5	4	100%	-20%	0.7
<b>TOTAL FEDERAL</b>		<b>15</b>	<b>15</b>	<b>5</b>	<b>7</b>	<b>7</b>	<b>-53%</b>	<b>0%</b>	<b>-2.4</b>
Liquor Act		15	8	9	5	6	-60%	20%	-2.1
Cannabis Act		12	9	7	2	1	-92%	-50%	-2.9
Mental Health Act		21	14	13	23	30	43%	30%	2.7
Other Provincial Stats		55	50	63	71	76	38%	7%	6.3
<b>Total Provincial Stats</b>		<b>103</b>	<b>81</b>	<b>92</b>	<b>101</b>	<b>113</b>	<b>10%</b>	<b>12%</b>	<b>4.0</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		5	10	12	7	17	240%	143%	2.1
<b>Total Municipal</b>		<b>5</b>	<b>10</b>	<b>12</b>	<b>7</b>	<b>17</b>	<b>240%</b>	<b>143%</b>	<b>2.1</b>
Fatals		1	1	0	0	2	100%	N/A	0.1
Injury MVC		3	6	4	9	11	267%	22%	1.9
Property Damage MVC (Reportable)		29	33	32	40	37	28%	-8%	2.3
Property Damage MVC (Non Reportable)		10	1	4	5	7	-30%	40%	-0.2
<b>TOTAL MVC</b>		<b>43</b>	<b>41</b>	<b>40</b>	<b>54</b>	<b>57</b>	<b>33%</b>	<b>6%</b>	<b>4.1</b>
Roadside Suspension - Alcohol (Prov)		0	4	9	6	8	N/A	33%	1.8
Roadside Suspension - Drugs (Prov)		0	0	0	2	2	N/A	0%	0.6
<b>Total Provincial Traffic</b>		<b>477</b>	<b>1,114</b>	<b>743</b>	<b>538</b>	<b>466</b>	<b>-2%</b>	<b>-13%</b>	<b>-59.8</b>
<b>Other Traffic</b>		<b>3</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>-33%</b>	<b>N/A</b>	<b>-0.5</b>
<b>Criminal Code Traffic</b>		<b>25</b>	<b>19</b>	<b>14</b>	<b>13</b>	<b>15</b>	<b>-40%</b>	<b>15%</b>	<b>-2.6</b>
<b>Common Police Activities</b>									
False Alarms		15	9	14	8	9	-40%	13%	-1.3
False/Abandoned 911 Call and 911 Act		18	29	14	14	5	-72%	-64%	-4.1
Suspicious Person/Vehicle/Property		39	41	25	19	35	-10%	84%	-3.0
Persons Reported Missing		4	7	6	19	7	75%	-63%	1.8
Search Warrants		1	1	0	0	0	-100%	N/A	-0.3
Spousal Abuse - Survey Code (Reported)		24	20	23	21	30	25%	43%	1.3
Form 10 (MHA) (Reported)		8	3	0	1	2	-75%	100%	-1.4

**Town of Lamont - Fort Saskatchewan Detachment**  
**Crime Statistics (Actual)**  
**January to June: 2021 - 2024**

All categories contain "Attempted" and/or "Completed"

July 10, 2024

CATEGORY	Trend	2021	2022	2023	2024	% Change 2021 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	2	N/A	N/A	0.6
Sexual Assaults		0	2	2	0	N/A	-100%	0.0
Other Sexual Offences		1	0	3	1	0%	-67%	0.3
Assault		8	8	14	12	50%	-14%	1.8
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	2	1	N/A	-50%	0.5
Criminal Harassment		2	6	0	2	0%	N/A	-0.6
Uttering Threats		6	4	10	7	17%	-30%	0.9
<b>TOTAL PERSONS</b>		<b>17</b>	<b>20</b>	<b>31</b>	<b>25</b>	<b>47%</b>	<b>-19%</b>	<b>3.5</b>
Break & Enter		3	5	10	11	267%	10%	2.9
Theft of Motor Vehicle		8	9	6	14	75%	133%	1.5
Theft Over \$5,000		0	0	2	1	N/A	-50%	0.5
Theft Under \$5,000		9	12	11	8	-11%	-27%	-0.4
Possn Stn Goods		2	4	1	5	150%	400%	0.6
Fraud		6	6	10	9	50%	-10%	1.3
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		12	13	17	11	-8%	-35%	0.1
Mischief - Other		2	12	4	6	200%	50%	0.4
<b>TOTAL PROPERTY</b>		<b>42</b>	<b>61</b>	<b>61</b>	<b>65</b>	<b>55%</b>	<b>7%</b>	<b>6.9</b>
Offensive Weapons		0	0	0	1	N/A	N/A	0.3
Disturbing the peace		1	1	5	13	1200%	160%	4.0
Fail to Comply & Breaches		2	1	8	3	50%	-63%	1.0
<b>OTHER CRIMINAL CODE</b>		<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>N/A</b>	<b>0%</b>	<b>0.7</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>3</b>	<b>3</b>	<b>15</b>	<b>19</b>	<b>533%</b>	<b>27%</b>	<b>6.0</b>
<b>TOTAL CRIMINAL CODE</b>		<b>62</b>	<b>84</b>	<b>107</b>	<b>109</b>	<b>76%</b>	<b>2%</b>	<b>16.4</b>

**Town of Lamont - Fort Saskatchewan Detachment**  
**Crime Statistics (Actual)**  
**January to June: 2021 - 2024**

All categories contain "Attempted" and/or "Completed"

July 10, 2024

CATEGORY	Trend	2021	2022	2023	2024	% Change 2021 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	2	0	N/A	-100%	0.2
Drug Enforcement - Trafficking		1	0	0	0	-100%	N/A	-0.3
Drug Enforcement - Other		0	0	1	0	N/A	-100%	0.1
<b>Total Drugs</b>		<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>0.0</b>
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	N/A	N/A	0.0
<b>TOTAL FEDERAL</b>		<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>0.0</b>
Liquor Act		1	1	1	0	-100%	-100%	-0.3
Cannabis Act		1	0	0	0	-100%	N/A	-0.3
Mental Health Act		8	10	29	28	250%	-3%	7.9
Other Provincial Stats		16	17	25	19	19%	-24%	1.7
<b>Total Provincial Stats</b>		<b>26</b>	<b>28</b>	<b>55</b>	<b>47</b>	<b>81%</b>	<b>-15%</b>	<b>9.0</b>
Municipal By-laws Traffic		0	0	1	0	N/A	-100%	0.1
Municipal By-laws		0	9	1	24	N/A	2300%	6.4
<b>Total Municipal</b>		<b>0</b>	<b>9</b>	<b>2</b>	<b>24</b>	<b>N/A</b>	<b>1100%</b>	<b>6.5</b>
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	3	3	N/A	0%	1.2
Property Damage MVC (Reportable)		8	3	5	7	-13%	40%	-0.1
Property Damage MVC (Non Reportable)		0	2	2	2	N/A	0%	0.6
<b>TOTAL MVC</b>		<b>8</b>	<b>5</b>	<b>10</b>	<b>12</b>	<b>50%</b>	<b>20%</b>	<b>1.7</b>
Roadside Suspension - Alcohol (Prov)		0	1	2	2	N/A	0%	0.7
Roadside Suspension - Drugs (Prov)		0	1	0	0	N/A	N/A	-0.1
<b>Total Provincial Traffic</b>		<b>32</b>	<b>28</b>	<b>37</b>	<b>24</b>	<b>-25%</b>	<b>-35%</b>	<b>-1.5</b>
<b>Other Traffic</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>N/A</b>	<b>0.0</b>
<b>Criminal Code Traffic</b>		<b>1</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>200%</b>	<b>-50%</b>	<b>1.0</b>
<b>Common Police Activities</b>								
False Alarms		2	14	3	6	200%	100%	0.1
False/Abandoned 911 Call and 911 Act		6	3	6	5	-17%	-17%	0.0
Suspicious Person/Vehicle/Property		22	6	7	10	-55%	43%	-3.5
Persons Reported Missing		1	1	2	2	100%	0%	0.4
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	8	23	N/A	188%	15.0
Form 10 (MHA) (Reported)		N/A	N/A	0	1	N/A	N/A	1.0



## RCMP Provincial Policing Report

### Detachment Information

Name of Detachment

Fort Saskatchewan

Name of Detachment Commander

Insp. Barry LaRocque

Quarter

Q1

Date of Report (yyyy-mm-dd)

2024-08-06

FTE Utilization Plan

2024/25

### Community Consultations

#### Consultation No. 1

Date (yyyy-mm-dd)

2024-05-13

Meeting Type

Meeting with Elected Officials

Topics Discussed

23/24 Annual Performance Plan Review and 24/25 Annual Performance Plan Presentation

Notes /Comments

Insp LaRocque presented before the Village of Chipman Council to review the results of the 23/24 APP and then presented the recommended priorities for 24/25. Also took questions from Village residents who were present at the meeting.

#### Consultation No. 2

Date (yyyy-mm-dd)

2024-06-11

Meeting Type

Meeting with Elected Officials

Topics Discussed

23/24 Annual Performance Plan Review and 24/25 Annual Performance Plan Presentation

Notes /Comments

S/Sgt Hyggen presented before Sturgeon County Council to review the results of the 23/24 APP and then presented the recommended priorities for 24/25.





## Community Priorities

### Priority No. 1

#### Priority

Traffic - Safety (motor vehicles, roads)

#### Current Status and Results

The initiatives to meet the traffic safety priority were established in the first quarter reporting period:

- 1) Conduct 3 option 4 joint enforcement opportunities in the 24/25 fiscal year
- 2) Conduct 8 road safety presentations to groups in the detachment area
- 3) Conduct 40 impaired driving behaviour enforcement actions (check stops)

The planning for the Option 4 joint enforcement operations was initiated so they will begin in quarter 2.

The detachment is looking for invitations to conduct road safety presentations to groups which included junior and senior high students.

The impaired driving behaviour enforcement actions will gather momentum in the second quarter as they got off to a slower start in quarter 1.

### Priority No. 2

#### Priority

Police / Community Relations - Police Visibility

#### Current Status and Results

The initiatives to meet the Police / Community Relations priority were established in the first quarter reporting period:

- 1) The CP/VS member will create/continue opportunities (300) to meet with the public, youth and groups within the City.
- 2) The SRO member will create/continue opportunities to meet with the youth and conduct presentations within the schools.
- 3) The Fort Saskatchewan membership will create/continue opportunities (60) to meet with the public.

This quarter the following events were visited in the rural area:

2024-04-08 : Insp LaRocque attended the Heartland Citizen on Patrol Annual General Meeting in Bruderheim

2024-04-29 : S/Sgt Hyggen attended Sturgeon County Crime Reduction Meeting at Fort in View Golf Course

2024-05-04 : Detachment members attended the Lamont Bullarama event

2024-06-02 : Detachment members attended the Chipman Show and Shine event

2024-06-02 : Insp LaRocque attended a Citizen Crime Watch potluck in Lamont

2024-06-04 : Detachment members attended the Lamont High School BBQ

2024-06-30 : Insp LaRocque led the Chipman Canada Day parade

### Priority No. 3

#### Priority

Crime Prevention Property - Theft

#### Current Status and Results

The initiatives to meet the Property - Theft priority were established in the first quarter reporting period:

- 1) Create and develop the CAPTURE program to register people (20) with security cameras.
- 2) Deliver crime prevention (including CPTED) presentations (20) to communities, community groups within the Fort Saskatchewan Detachment area.



- 3) Conduct compliance checks (150) on persons who are on court ordered conditions.
- 4) Develop triage process to identify frauds (20) that are able to be investigated with the purpose of prosecution

In this quarter the promotional material for project Capture was obtained and now a plan must be developed to get it out into the community. Members have been requesting security video from homes and businesses in investigations as they come up.

As mentioned, the community policing team played a vital role in the development and execution of the PARTY Program impaired scenarios which proved to be very successful.

The Alberta RCMP CPTED resource was away from work so no referrals were made but the detachment is looking for other resources to draw on.

Members are conducting compliance checks on those people who are on court ordered conditions. In the first quarter, 9 were conducted with 0 breaches found.

As the number of fraud complaints continued to rise the detachment had to create a triage system to determine those who had viable investigation strategies and could have charges laid. As a result, a frauds detachment task queue was created. Three investigators, with experience in fraud files, were assigned as reviewers for these tasks to provide guidance to the lead investigator on how to proceed with the files.





## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2023	2024	% Change Year-over-Year	2022	2023	% Change Year-over-Year
Persons Crime	37	33	-10.81 %	116	145	25 %
Property Crime	116	147	26.7 %	538	571	6 %
Other Criminal Code	29	41	41.4 %	97	116	20 %
<b>Total Criminal Code</b>	<b>182</b>	<b>221</b>	<b>21.4 %</b>	<b>751</b>	<b>832</b>	<b>11 %</b>
<b>Drugs Offences</b>	<b>2</b>	<b>3</b>	<b>50 %</b>	<b>14</b>	<b>23</b>	<b>64 %</b>
<b>Total Federal Acts</b>	<b>7</b>	<b>7</b>	<b>0 %</b>	<b>22</b>	<b>30</b>	<b>36 %</b>
<b>Total Provincial Acts</b>	<b>101</b>	<b>113</b>	<b>11.9 %</b>	<b>293</b>	<b>364</b>	<b>24 %</b>
<b>Municipal By-Laws</b>	<b>7</b>	<b>17</b>	<b>142.9 %</b>	<b>32</b>	<b>27</b>	<b>-16 %</b>
<b>Motor Vehicle Collisions</b>	<b>54</b>	<b>57</b>	<b>5.6 %</b>	<b>328</b>	<b>282</b>	<b>-14 %</b>
Provincial Code Traffic	538	466	-13.4 %	2,494	2,101	-16 %
Other Traffic	0	2	%	3	2	-33 %
Criminal Code Traffic	13	15	15.4 %	60	62	3 %
<b>Total Traffic Offences</b>	<b>551</b>	<b>483</b>	<b>-12.3 %</b>	<b>2,557</b>	<b>2,165</b>	<b>-15 %</b>

1. Data extracted from a live database (PROS) and is subject to change over time.

### Trend / Points of Interest

In quarter 1 there was an increase in property crime (Break and Enter) in the Sturgeon County Industrial area. An arrest of 2 subjects believed to be responsible for multiple crimes has lessened the impact. There was also an increase in property crime (Break and Enter) in Lamont County (April and May). Those believed responsible left the area but are believed to have returned.



## Provincial Service Composition<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	8	6	1	1
Detachment Support	2	2	1	0

2. Data extracted on June 30, 2024 and is subject to change.

3. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

4. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

### Comments

#### Police Officers:

Of the eight established positions, six officers are currently working. There is one officer on medical leave. There is one hard vacancy at this time.

#### Detachment Support:

Of the two established positions, two resources are currently working. There is one position with two resources assigned to that position. One resource is on long term special leave.



## Friends of the Lamont Firefighters Society

Box 208, Lamont, Alberta T0B2R0

info.folfs@gmail.com

To whom it may Concern;

The Friends of Lamont Fire Firefighters society are hosting our annual Heroes in the Sky fundraiser on September 14<sup>th</sup>. In support of this, we are reaching out to partner with local businesses to make this event a success. This along with our other fundraisers helps to raise money in support of training and education.

We are currently accepting monetary donations as well as raffle donations.

As a thank-you for your generosity, all donations will be acknowledged in the local newspapers. Donations with a monetary value over \$20 will receive a receipt.

Please feel free to contact me at [REDACTED] or email: [REDACTED] or Lindsey Mercer at [REDACTED] with any questions as well for your donation pick-up.

Thank you for your consideration in the matter and hope to hear from you soon.

*Sincerely,*

[REDACTED]

*Sylvia McDonald*

Treasurer Friends of Lamont Firefighters Society



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

AGENDA ITEM: 4.1

**COUNCIL MEETING DATE:**  
Aug 27, 2024

**ITEM DESCRIPTION OR TITLE**

**ADDITION OF BYLAW ENFORCEMENT COSTS TO TAX ROLLS**

**RECOMMENDATION**

**THAT** Council approve the addition of Bylaw enforcement costs to tax rolls as itemized in the attached Schedule "A".

**BACKGROUND**

Costs associated with bylaw enforcement process can be transferred to the tax rolls as stated within the Municipal Government Act (MGA). A list of roll numbers and the associated cost, as per Bylaw 12-23 2024 Fees and Charges, has been attached as Schedule "A". The fee is related to Bylaw, Administration, and Contractor costs.

**COMMUNICATIONS**

The property owners will be notified of the fees added to their tax roll.

**IMPLICATIONS OF DECISION**

With the charges added to the tax roll, it is possible that costs may be recovered.

**FINANCIAL IMPLICATIONS**

Collection of fees through the tax roll could result in reimbursement of costs to the Town.

**POLICY AND/OR LEGISLATIVE REFERENCES**

Bylaw 05-24, Community Standards Bylaw

**ATTACHMENTS**

- 1. Schedule "A"- Bylaw Enforcement Costs to Tax Rolls

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:



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

<b>Schedule "A"</b>	
<b>Bylaw Enforcement Costs to Tax Rolls</b>	
<b>Roll #</b>	<b>Total Cost</b>
10400	\$ 340.00
13100	\$ 505.00
21800	\$ 300.00
25700	\$ 275.00
35600	\$ 275.00
53300	\$ 275.00
71900	\$ 275.00
<b>Total</b>	<b>\$ 2,245.00</b>



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

AGENDA ITEM: 4.2

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**

**TRANSFER OF TAX RECOVERY COSTS TO TAX ROLLS**

**RECOMMENDATION**

**THAT** Council authorize the costs to be transferred to the tax rolls as itemized in the attached Schedule "A".

**BACKGROUND**

Costs associated with tax recovery proceedings and sale proceeds to related parcels can be transferred to the tax rolls as stated within the Municipal Government Act (MGA). As per Schedule "A" attached, the costs are related to legal expenses, and all tax recovery related expenses.

**COMMUNICATIONS**

N/A

**IMPLICATIONS OF DECISION**

With the costs transferred, costs will be covered by the sale proceeds.

**FINANCIAL IMPLICATIONS**

Reimbursement of costs to the Town.

**POLICY AND/OR LEGISLATIVE REFERENCES**

MGA Section 427 (2)

**ATTACHMENTS**

Schedule "A"- Transfer of Tax Recovery Costs to Tax Rolls

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:



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

<b>Schedule "A"</b>			
<b>Transfer of Tax Recovery Costs to Tax Rolls</b>			
<b>Roll Number</b>		<b>Total</b>	
15600	Legal	\$ 910.99	
15600	Admin Fee	\$1,449.72	
<b>TOTAL</b>		<b>\$2,360.71</b>	



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

**AGENDA ITEM:** 4.3

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**

**2024 Tax Revenue Updates**

**RECOMMENDATION**

**THAT** Council accept the 2024 Tax Revenue Updates as information.

**BACKGROUND**

As of July 31, 2024, the Town has received approximately 81% of the tax payments (\$2.17 M). The outstanding amount of unpaid tax including penalties as of July 31, 2024 was \$518,011, that includes the unpaid amount of \$24,889 from previous years and approximately \$227,382 coming from the Tax Installment Payment Program (TIPP).

For the same period in 2023, the compliance rate was 80%. As such, based on the below comparison and historical ratio, we expect the compliance rate may reach 91% by end of the year. Administration is monitoring the outstanding tax closely and will keep Council updated monthly.

2023 Tax Compliance Rates	30-Jun-23	31-Jul-23	31-Aug-23	30-Sep-23	31-Oct-23	30-Nov-23	31-Dec-23
Tax payments received	\$1,951,565	\$2,060,506	\$2,137,791	\$2,192,640	\$2,245,529	\$ 2,292,586	\$2,363,019
% of the tax paid	75%	80%	83%	85%	87%	89%	91%

2024 Tax Compliance Rates	30-Jun-24	31-Jul-24
Tax payments received	\$1,954,383	\$2,172,081
% of the tax paid	73%	81%

**COMMUNICATIONS**

Provide regular updates

**IMPLICATIONS OF DECISION**

N/A

**FINANCIAL IMPLICATIONS**

This RFD is to provide information and analysis regarding 2024 tax compliance rate as of July 31, 2024.





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

**POLICY AND/OR LEGISLATIVE REFERENCES**

N/A

**ATTACHMENTS**

N/A

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:

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



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

**AGENDA ITEM:** 4.4

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**  
Alberta HUB Facility Request

**RECOMMENDATION**  
**THAT** Council donate to Alberta HUB the use of the Hall on October 1, 2024 from 10:00 a.m. to 3:00 p.m.

**BACKGROUND**  
Alberta HUB”, the Regional Economic Development Alliance (REDA) of Northeast Alberta. Our dedicated Executive Team, Board of Directors, and Membership work together to ensure a strong alliance is maintained with our local communities, businesses/industries, post-secondary educational institutions and government partners.

Their Mission:

*“To promote and facilitate economic development that supports business and enhances the quality of life and environment of its member communities.”*

This meeting is an opportunity to showcase what Lamont has to offer our regional partners. The food will be provided by Alberta HUB, and they are asking that the fee for the hall rental and set up be waived.

**COMMUNICATIONS**  
Alberta HUB will be notified of Council’s decision.

**IMPLICATIONS OF DECISION**  
5-hour Hall rental is equivalent to \$500.00.

**FINANCIAL IMPLICATIONS**  
N/A

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



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

**ATTACHMENTS**

N/A

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 "Approved by CAO:" text.



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

**AGENDA ITEM:** 4.5

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**  
**AUDIT ENGAGEMENT LETTER**

**RECOMMENDATION**

**THAT** Council approve signing the 2024 audit engagement letter.

**BACKGROUND**

In 2019 the Town of Lamont released the Request for Proposal - External Audit Services. The outcome of this Request for Proposal is the procurement of auditing services for the years ending December 31, 2019, 2020 and 2021. Metrix Group was retained to provide auditing services. In May 2022 Council approved the extension of the audit service with Metrix LLP for the years of 2022, 2023, and 2024.

**COMMUNICATIONS**

Signed copy of the Audit Engagement Letter returned to Metrix Group.

**IMPLICATIONS OF DECISION**

Audit Engagement Letter supports timely completion of annual audit.

**FINANCIAL IMPLICATIONS**

Expenses are forecast at \$21,500 and expensed in 2024 budget.

**POLICY AND/OR LEGISLATIVE REFERENCES**

MGA S281(1)

**ATTACHMENTS**

Audit Engagement Letter

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

August 16, 2024

Town of Lamont  
Bag 330  
Lamont AB T0B 2R0

**Attention: Mr. Tyler Edworthy, Chief Administrative Officer**

Dear Mr. Edworthy:

**Re: Audit Engagement Letter**

**The Objective and Scope of the Audit**

Metrix Group LLP is pleased to serve as auditors for Town of Lamont for the fiscal year ending December 31, 2024. The purpose of this letter is to outline the terms of our engagement to audit the financial statements of Town of Lamont which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended. Philip Dirks, CPA, CA, will be responsible for the services that Metrix Group LLP performs for Town of Lamont. He will, as considered necessary, call upon individuals at Metrix Group LLP to assist in the performance of our services.

We are pleased to confirm our acceptance and our understanding of the nature, scope and terms of this audit engagement and all services related thereto, by means of this letter (the "Engagement").

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

**The Responsibilities of the Auditor**

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- a. Identify and assess the risks of material misstatement of the financial statements (whether due to fraud or error), design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- b. Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.

- c. Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- d. Conclude on the appropriateness of management's use of the going-concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- e. Evaluate the overall presentation, structure and content of the financial statements (including the disclosures) and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

### **Form and Content of Audit Opinion**

Unless unanticipated difficulties are encountered, our report will be substantially in the following form:

To the Mayor and Council of Town of Lamont

#### *Opinion*

We have audited the financial statements of Town of Lamont (the Town), which comprise the statement of financial position as at December-31-24, and the statements of operations and accumulated surplus, changes in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2024 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### *Basis for Opinion*

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

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

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

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

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

#### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an

audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

If we conclude that a modification to our opinion on the financial statements is necessary, we will discuss the reasons with you in advance.

### **The Responsibilities of Management**

Our audit will be conducted on the basis that management and, where appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with the Canadian public sector accounting standards;
- b. For the design and implementation of such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; and
- c. To provide us with timely:
  - i. Access to all the information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation and other matters;
  - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of non-compliance with legislative or regulatory requirements;
  - iii. Additional information that we may request from management for the purpose of the audit; and
  - iv. Unrestricted access to persons within Town of Lamont from whom we determine it necessary to obtain audit evidence.



As part of the audit process:

- a. We will make inquiries of management about the representations contained in the financial statements. At the conclusion of the audit, we will request from management [and, where appropriate, those charged with governance] written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to disclaim an audit opinion.
- b. We will communicate any misstatements identified during the audit other than those that are clearly trivial. We request that management correct all the misstatements communicated.

### **Communications**

In performing our services, we will send messages and documents electronically. As such communications can be intercepted, misdirected, infected by a virus, or otherwise used or communicated by an unintended third party, we cannot guarantee or warrant that communications from us will be properly delivered only to the addressee. Therefore, we specifically disclaim, and you release us from any liability or responsibility whatsoever for interception or unintentional disclosure of communications transmitted by us in connection with the performance of this Engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from such communications, including any that are consequential, incidental, direct, indirect, punitive, exemplary or special damages (such as loss of data, revenues, or anticipated profits).

If you do not consent to our use of electronic communications, please notify us in writing.

### **Use of Information**

It is acknowledged that we will have access to all information about identified individuals ("personal information") in your custody that we require to complete our Engagement. Our services are provided on the basis that:

- a. You represent to us that management has obtained any required consents for our collection, use, disclosure, storage, transfer and process of personal information required under applicable privacy legislation and professional regulation; and
- b. We will hold all personal information in compliance with our Privacy Statement.

### **Use and Distribution of Our Report**

The examination of the financial statements and the issuance of our audit report are solely for the use of Town of Lamont and those to whom our report is specifically addressed by us. We make no representations or warranties of any kind to any third party in respect of these financial statements or our audit report, and we accept no responsibility for their use by any third party or any liability to anyone other than Town of Lamont.

For greater clarity, our audit will not be planned or conducted for any third party or for any specific transaction. Accordingly, items of possible interest to a third party may not be addressed and matters may exist that would be assessed differently by a third party, including, without limitation, in connection with a specific transaction. Our audit report should not be circulated (beyond Town of Lamont) or relied upon by any third party for any purpose, without our prior written consent.

You agree that our name may be used only with our prior written consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us in writing.

### **Reproduction of Auditor's Report**

If reproduction or publication of our audit report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review and approval in writing before the publication or posting process begins.

Should some of the information in the annual report not be available until after the date of the auditor's report, we will request management to provide a written representation that the final version of the document(s) will be provided to us when available (and prior to its issuance) so we can complete our required procedures.

Management is responsible for the accurate reproduction of the financial statements, the auditor's report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have audited.

We are not required to read the information contained in your website or to consider the consistency of other information on the electronic site with the original document.

### **Preparation of Schedules**

We understand that your employees will prepare certain schedules and locate specified documents for our use before our Engagement is planned to commence.

This assistance will facilitate our work and help to minimize our costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or even withdraw from the Engagement.

### **Ownership**

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the Engagement are the property of our firm, constitute our confidential information and will be retained by us in accordance with our firm's policies and procedures.

During the course of our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any lost or corrupted data or other damage or loss suffered or incurred by you in connection with your use of them.

We retain the copyright and all intellectual property rights in any original materials provided to you.

### **File Inspections**

In accordance with professional regulations (and by our firm policy), our client files may be periodically reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to our professional and firm standards. File reviewers are required to maintain confidentiality of client information.

### **Accounting Advice**

Except as outlined in this letter, this Engagement does not contemplate the provision of specific accounting advice or opinions or the issuance of a written report on the application of accounting standards to specific transactions and to the facts and circumstances of the entity. Such services, if requested, would be provided under a separate engagement letter.

### **Other Services**

In addition to the audit services referred to above, we will, as allowed by the *Alberta Code of Professional Conduct /Code of Ethics*, prepare the Municipal Financial Information Return. Management will, on a timely basis, provide the information necessary to complete the return and will review and file them with the appropriate authorities on a timely basis.

### **Dispute Resolution**

You agree that any dispute that may arise regarding the meaning, performance or enforcement of this Engagement will, prior to resorting to litigation, be submitted to mediation.

### **Estimated Fees**

We estimate that our fees for these services will be \$20,500 (per our letter of May 10, 2022) for the financial statement audit, plus direct out-of-pocket expenses and applicable GST. This fee estimate is based on:

- a. The anticipated cooperation from all your personnel in preparing the requested information on a timely basis;
- b. The ongoing assistance of personnel throughout the Engagement; and
- c. The assumption that unexpected circumstances will not be encountered.

If significant additional time is likely to be incurred, we will discuss the reasons with you and agree on a revised fee estimate before we incur the additional costs.

Additionally, we estimate fees for the audit of the Town's compliance with the Local Authorities Pension Plan will be \$1,000 (per our letter of May 10, 2022).

### **Costs of Responding to Government or Legal Processes**

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this Engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable GST) incurred.

### **Termination**

Management acknowledges and understands that failure to fulfill its obligations as set out in this engagement letter will result, upon written notice, in the termination of the Engagement.

Either party may terminate this agreement for any reason upon providing written notice to the other party [*not less than 30 calendar days before the effective date of termination*]. If early termination takes place, Town of Lamont shall be responsible for all time and expenses incurred up to the termination date.

If we are unable to complete the audit or are unable to come to a conclusion on the financial statements, we may withdraw from the audit before issuing an auditor's report, or we may issue a denial of assurance on the financial statements. If this occurs, we will communicate the reasons and provide details.

### **Not Liable For Any Failures or Delays Beyond Our Control**

We will use all reasonable efforts to complete the engagement as described in this letter within the agreed-upon time frames. However, we shall not be liable for failures or delays in performance that arise from causes beyond our control, including the untimely performance by your Town of its obligations.

### **Metrix privacy**

The privacy and security of the personal information you provide is important to us. We strive to ensure the strictest compliance with all applicable provincial and federal standards of protection and disclosure of personal information by any and all of our employees, agents, divisions and/or affiliates. You may review our privacy policy at [www.metrixgroup.ca](http://www.metrixgroup.ca). We will not collect, use, or disclose any of your personal information without your knowledge and consent, or as may be required by law or our profession's Rules of Conduct.

By signing this engagement letter you agree that for the purposes of this engagement, Metrix Group LLP may collect, use, and disclose personal information in accordance with our privacy policy. You also agree that Metrix Group LLP may collect and use personal information from you for the purposes of providing other services or informing you of other opportunities from time to time. Personal information that is not relevant to the purposes of this engagement or any other matters will not be disclosed to anyone for any reason without your further prior consent.

### **Metrix working papers**

Metrix Group LLP owns all working papers and files, other materials, reports and work created, developed or performed during the course of the engagement, including intellectual property used in the preparation thereof. We will provide management with a copy of all practitioner-prepared working papers necessary for the company's accounting records. Metrix Group LLP may develop software, including spreadsheets, documents, databases, and other electronic tools, to assist us with our assignment. As these tools were developed specifically for our purposes and without consideration of any purpose for which the company might use them, any such tools provided to the company, are made available on an "as is" basis only and should not be distributed to or shared with any third party.

### **Conclusion**

This engagement letter includes the relevant terms that will govern the Engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

The arrangements outlined in this letter will continue in effect from year to year unless changed by either party.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements, and if the above terms are acceptable to you, please sign the attached copy of this letter in the space provided and return it to us. We appreciate the opportunity of continuing to be of service to the Town.

Yours truly,

**METRIX GROUP LLP**

Chartered Professional Accountants

Acknowledged and agreed to on behalf of Town of Lamont by:

\_\_\_\_\_  
Interim Mayor Jody Foulds

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Mr. Tyler Edworthy, Chief  
Administrative Officer

\_\_\_\_\_  
Date signed



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

**AGENDA ITEM:** 4.6

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**

**CHANGES TO GAS DISTRIBUTION FRANCHISE AGREEMENT LEGISLATION**

**RECOMMENDATION**

**THAT** Council accepts the report for information.

**BACKGROUND**

As per the attached correspondence from ATCO Gas and Pipelines Ltd. (ATCO), Administration has started the required process to ensure the current franchise agreement remains in place. The agreement must be reviewed and re-approved by the Alberta Utilities Commission (AUC) before March 17, 2025.

The following is a recap of required actions with status and timelines:

- 1) ATCO has been contacted.
- 2) The tailored AUC notice template has been received from ATCO.
- 3) The notice will be published in the Lamont Leader on September 4, 2024.
- 4) A picture of the advertisement will be sent to ATCO September 4, 2024.
- 5) Administration will record public feedback, including phone calls, and the Towns response and send to ATCO on September 18, 2024.
- 6) ATCO will submit the information the Town provides, as required, to the AUC for their review and approval.
- 7) The AUC will issue a decision to confirm the current franchise agreement is current, valid and compliant with the new legislation. Administration will ensure that ATCO is notified the Town does want a copy of the AUC decision.

With this timeline, Administration is confident the process will be completed well in advance of the required time frame.

**COMMUNICATIONS**

Advertisement as required will be placed in the Lamont Leader September 4, 2024.

**FINANCIAL IMPLICATIONS**

N/A



**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**

ATCO Gas and Pipelines Ltd. Correspondence letter.

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

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

August 7, 2024

Town of Lamont  
PO Box 330  
Lamont, AB, T0B 2R0

**Attention: Tyler Edworthy, Interim Chief Administrative Officer**

**Re: Impacts of New Provincial Legislation on Your Gas Distribution Franchise Agreement  
Time-Sensitive and Action Required**

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As you may be aware, the Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*,<sup>1</sup> (the "**Act**") became law when it received Royal Assent on May 16, 2024. The Act makes several changes to various statutes governing franchise agreements. One of these changes affects the gas distribution franchise agreement you have with ATCO Gas and Pipelines Ltd. ("**ATCO**"):

- Section 49(5) of the *Gas Utilities Act* now states that a franchise granted by a municipality to an owner of a gas utility that has not been approved by the AUC after the coming into force of this subsection will terminate 270 days after the coming into force of that subsection.

This means that your gas distribution franchise agreement for Lamont, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("**AUC**") before March 17, 2025, or it will terminate by operation of law on that date. If it is terminated, all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

In response to this new legislation, the AUC has established a special process<sup>2</sup> to efficiently approve all existing current and valid gas distribution franchise agreements that are compliant with the new legislation before the March 2025 deadline. To qualify for this special process, no changes may be made to the previously approved franchise terms, including the expiry date and the existing franchise fee. As

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<sup>1</sup> *Utilities Affordability Statutes Amendment Act, 2024*, SA 2024, c 8; [www.alberta.ca/making-utility-bills-more-affordable](http://www.alberta.ca/making-utility-bills-more-affordable)

<sup>2</sup> <https://media.auc.ab.ca/prd-wp-uploads/News/2024/Bulletin%202024-12.pdf>



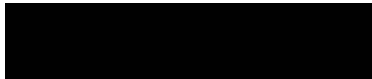
part of this special process, ATCO is required to submit information pertaining to your franchise agreement to the AUC at the end of this year, for its review and approval.

We require your collaboration with respect to certain aspects of the re-approval process, including (1) advertising your franchise agreement to your community using a template we will provide you, (2) recording any feedback from residents, (3) responding to feedback from residents and keeping records of your responses, and (4) providing ATCO with all of that information to submit to the AUC. We understand that this may be inconvenient and an imposition on your resources, but it cannot be avoided due to the changes made by the Act. The attached process document explains what must be done and by when.

Please note that if you think you may want to change your franchise fee rate for the full 2025 calendar year, it is necessary to complete the above-described re-approval process first, by early October, before commencing the franchise fee rate change process. Otherwise, franchise fee rate changes will be processed for an effective date of April 1, 2025, or later.

Thank you for your prompt attention to this matter. If you have any questions or concerns, please reach out to me at your earliest convenience at [Chance.Herring@atco.com](mailto:Chance.Herring@atco.com).

Regards,



**Chance Herring**

Senior Manager, Edmonton Region Field Operations

ATCO Gas and Pipelines Ltd.

**Franchise Agreement Re-Approval Process**  
**(Utilities Affordability Statutes Amendment Act, 2024)**

Step	Action/Event	Responsibility
1	<p><b><u>Contact ATCO</u> At Your Earliest Convenience</b></p> <p>Contact ATCO for a copy of the AUC Notice template, tailored to your community, that you must publish in your local print newspaper with the widest circulation in your community.</p>	Municipality
2	<p><b><u>ATCO Prepares &amp; Sends You the Template</u> Within 7 Days of your Request</b></p> <p>Upon receiving your request, ATCO will tailor the AUC Notice template with information specific to your community.</p>	ATCO
3	<p><b><u>Publish the Notice</u> As Soon As Possible (15 November 2024 at the latest)</b></p> <p>Publish the Notice in your local <b>print</b> newspaper with the widest circulation in your community.</p>	Municipality
4	<p><b><u>Take a Picture of the Ad in the Newspaper</u></b></p> <p>On the day the Notice appears in your local print newspaper, take a photo of the page that the Notice appears on and send the photo to ATCO. A digital scan of the page will also suffice.</p> <p><u>This photo or scan must clearly show the Notice, the name of newspaper, and the date of publication.</u> Text must be legible.</p> <p>This photo (or scan) may be requested by AUC as part of the re-approval process, to prove that the Notice was published and that the public was notified as per AUC requirements.</p> <p>(Continued on next page...)</p>	Municipality

Step	Action/Event	Responsibility
<p><b>5</b></p>	<p><b><u>Wait 2 Weeks, Record Public Feedback and Your Responses to the Public</u></b></p> <p>The public has fourteen days to express any objections, concerns, or support regarding the franchise agreement and the financial impact on them. The public may send their feedback to your municipality, to ATCO, or to the AUC.</p> <p>If you receive any written feedback, please reply to the community member and keep a copy of all communication. If you receive verbal/telephone comments, please make note of the person’s name, the date, and a brief summary of the conversation, including your response.</p> <p>Send copies of all feedback and your replies to ATCO.</p> <p>These communications will be included in the application to the AUC.</p> <p>If no comments are received, then a short email to ATCO saying so is sufficient.</p>	<p><b>Municipality</b></p>
<p><b>6</b></p>	<p><b><u>Application Made to the AUC</u> <b>As Soon As Possible (13 December 2024 at the latest)</b></b></p> <p>ATCO will submit the information you provide as well as other details about your franchise agreement, as required by the AUC, to the AUC for their review and approval.</p>	<p><b>ATCO</b></p>
<p><b>7</b></p>	<p><b><u>Application Reviewed and Decision Issued</u></b></p> <p>The AUC will review the information submitted. Provided everything is in order, the AUC will then issue a Decision to confirm that your franchise agreement is current, valid and compliant with the new legislation.</p> <p>If you would like a copy of the AUC Decision, please let your ATCO contact know and we will ensure one is sent to you.</p>	<p><b>AUC</b></p>

## **Frequently Asked Questions**

**Question: Why do we have to do this?**

Answer: The Government of Alberta recently changed some laws. As a result, the Alberta Utilities Commission (AUC) must re-approve all existing gas franchise agreements to ensure they are compliant with the changes.

**Question: What happens if we don't do this?**

Answer: Your gas distribution franchise agreement will terminate on March 17, 2025, and all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

**Question: Why must we advertise a Notice as part of this re-approval process?**

Answer: The AUC requires it.

**Question: Can we make changes to our gas distribution franchise agreement as part of this re-approval process?**

Answer: No. Changes to the franchise agreement can only be made by renewing the franchise agreement. However, renewing a valid and current franchise agreement is not recommended at this time because of the high number of approvals the AUC will be processing in the coming months due to the change in legislation.

**Question: Can we change our franchise fee percentage as part of this re-approval process?**

Answer: No.

**Question: What if we want to change our franchise fee for 1 January, 1 February or 1 March 2025?**

Answer: First, the re-approval process must be completed by early October 2024. Then, we can help you through the franchise fee rate change process. Contact us as soon as possible for further details and to start the process.



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.7

**COUNCIL MEETING DATE:**  
August 27, 2024

## ITEM DESCRIPTION OR TITLE

**Town of Lamont- 2024 Capital Works program update**

## RECOMMENDATION

**THAT** Council accept the 2024 Capital Works Program update.

## BACKGROUND

The 2024 Capital Works Program construction started May 21, 2024, with the original completion date set for the end of July. The timeline was extended due to rainfall and the additional work added to the program and is now set for the end of August completion. In addition to the work added to the program on July 9, 2024, surface restoration work on the sanitary sewer line replacement identified in the 2024 Capital Budget, and mainline valve replacements identified in the operations budget will also be completed.

The 2024 Capital Works program is near completion. Administration is currently waiting for final invoicing and will provide a financial statement of the program once all costs have been received.

## COMMUNICATIONS

Residential door knockers were sent out to all residents.  
Emergency services and schools have been notified of the construction.  
Road signage has been posted.  
Site meeting with contractor and project manager.  
Coordinate priority work with the contractor if approved

## IMPLICATIONS OF DECISION

Provide sound project management that supports the identified 2024 Capital Works Project timeline and budget impacts.

## FINANCIAL IMPLICATIONS

2024 approved Capital Budget of \$618,000.

## POLICY AND/OR LEGISLATIVE REFERENCES

2023 – 2027 Strategic Plan:  
Fiscal Management - Goal: Demonstrate leadership in fiscal management and prioritization.  
Infrastructure: - Goal: Continue to follow best practices in asset management.



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

**ATTACHMENTS**

N/A

Report Prepared By: Tyler Edworthy Interim CAO

Approved by CAO:

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



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

**AGENDA ITEM:** 4.8

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**  
2024 Operational Project Plan

**RECOMMENDATION**

**THAT** Council call a Governance and Priorities Committee meeting on \_\_\_\_\_ to review the Cost Recovery Model and Derelict Property projects identified in the 2024 Operational Project Plan.

**BACKGROUND**

On June 25, 2024, Council approved the 2024 Operational Project Plan that outlined three Operational Projects for 2024 that include:

- Cost Recovery Model- Fees and Charges Bylaw review and recommendation.
- Derelict Property- Taxation of Derelict Property.
- Three-year Operating Plan review and recommendation.

As part of the 2024 Operational Plan a project timeline was presented outlining a Governance and Priorities Committee meeting be held at the end of September and at the end of October to discuss the Cost Recovery Model and Derelict Property projects, with a third scheduled if required. With the Alberta Municipalities Convention hosted on September 24 to 27, 2024 Administration is proposing the first Governance and Priorities Committee meeting be scheduled the first week of October.

Administration is proposing the following dates:

- Tuesday October 1, 2024,
- Thursday October 3, 2024.
- Propose an appropriate date and time.

**COMMUNICATIONS**

N/A

**IMPLICATIONS OF DECISION**

N/A



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

**FINANCIAL IMPLICATIONS**

N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**

2024 Fees and Charges Bylaw  
Community Standards Bylaw.

**ATTACHMENTS**

N/A

Report Prepared By: Tyler Edworthy Interim CAO

Approved by CAO:

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





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

**AGENDA ITEM:** 4.9

**COUNCIL MEETING DATE:**  
August 27, 2024

**ITEM DESCRIPTION OR TITLE**

**2024 Economic Development Initiatives**

**RECOMMENDATION**

**THAT** Council accept the 2024 Economic Development Initiatives update as information

**BACKGROUND**

The Town of Lamont Economic Development Board has reviewed and supports the 2024 Economic Development Initiatives that were presented at the June 6, 2024, meeting. These initiatives include 4 priority areas, 6 goals and numerous actions and resources that are identified below:

2024 Priority	Goal	Action/ Resources
<b>Leverage Current resources and Strengths</b>	Strategically promote community & regional resources to attract development with a targeted approach.	<ul style="list-style-type: none"> <li>Hospital</li> <li>New care facility development</li> <li>Elk Island Park</li> <li>2 Public Schools</li> <li>Go East Strategy</li> </ul>
	Understand and leverage regional organizations that impact local development	<ul style="list-style-type: none"> <li>REDA</li> <li>Alberta HUB</li> </ul>
<b>Marketing and Communication</b>	Create a marketing and communication strategy	<ul style="list-style-type: none"> <li>Log current marketing opportunities.</li> <li>Identify Marketing gaps.</li> <li>Re-engage with Elk Island Park.</li> <li>Explore opportunities Ukrainian Historical Village.</li> <li>Improve website presence (Link Pages)</li> <li>Improve social media platform, investigate LINKED IN.</li> <li>Utilize water bill insert.</li> </ul>
	Develop a brochure promoting what Lamont has to offer.	<ul style="list-style-type: none"> <li>Business listing.</li> <li>Why Lamont?</li> <li>Community profile.</li> </ul>



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

<b>Events</b>	Host a business development event. (Reverse Trade Show)	<b>Considerations</b> <ul style="list-style-type: none"> <li>• What Lamont has to offer.</li> <li>• What the business community needs.</li> <li>• Coordinate in line with care center construction &amp; invite the contractor.</li> <li>• Provide a pre-briefing to ensure attendees understand the event.</li> </ul>
<b>Local Development</b>	Promote local business and residential development.	<ul style="list-style-type: none"> <li>• Identify what Lamont has to offer. (Wy Lamont)</li> <li>• Understand development hurdles in Lamont.</li> <li>• Investigate alternative funding sources.</li> <li>• Investigate development strategy.</li> <li>• Investigate Lot selector Tool</li> <li>• Identify available lots and land for sale.</li> </ul>

As part of the going work in economic development the following has been initiated and/or completed:

- Lot selector tool- local development opportunities have been loaded onto the site and is operational.
- Available commercial and residential lots are currently being logged.
- Investigation the option of a housing strategy for Lamont is being investigated.
- An internal commercial development presentation has been developed that can be used for commercial inquiries (attached).
- An internal residential development presentation is currently being developed.
- Investigation on a community guide/ brochure has been initiated.
- Tradeshow options will be presented at the next Economic Development Board meeting.
- A review of small lot development opportunities will be brought to the next Economic Development Board meeting.

**COMMUNICATIONS**

Regular updates to Council on the Economic Development Initiatives and progress.  
External communication as required to achieve the goals outlined.

**IMPLICATIONS OF DECISION**

Promote economic development in the community.



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

**FINANCIAL IMPLICATIONS**

N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**

N/A

**ATTACHMENTS**

Commercial development presentation.

Report Prepared By: Tyler Edworthy Interim CAO

Approved by CAO:

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



# LAMONT





The background of the slide features a close-up, slightly blurred view of a desk. On the left, a calendar is visible with dates like 16, 17, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, and 31. In the center and right, a white computer keyboard is partially visible. Below the keyboard, there are several books or folders stacked, with several purple sticky tabs protruding from between them. The overall lighting is soft and natural, suggesting an indoor setting.

# Municipal Property Tax Rebate Program

New residential or commercial construction projects constructed on vacant lands or that replace existing structures can apply for a property tax rebate for up to three years.



# More information:



PROPERTY TAXES MUST BE PAID BY THE DUE DATE INDICATED ON THE TAX NOTICE WHEN AN APPLICATION IS SUBMITTED



APPLICATIONS MUST BE COMPLETED AND RECEIVED BY DECEMBER 1<sup>ST</sup> EACH YEAR



THE PROGRAM ONLY APPLIED TO THE MUNICIPAL PORTION OF TAXES AND DOES NOT APPLY TO TAXES ON THE LAND ASSESSMENT OR THE REQUISITIONS



THE REBATE IS RESTRICTED TO ONE NEW CONSTRUCTION PER LOT ONLY

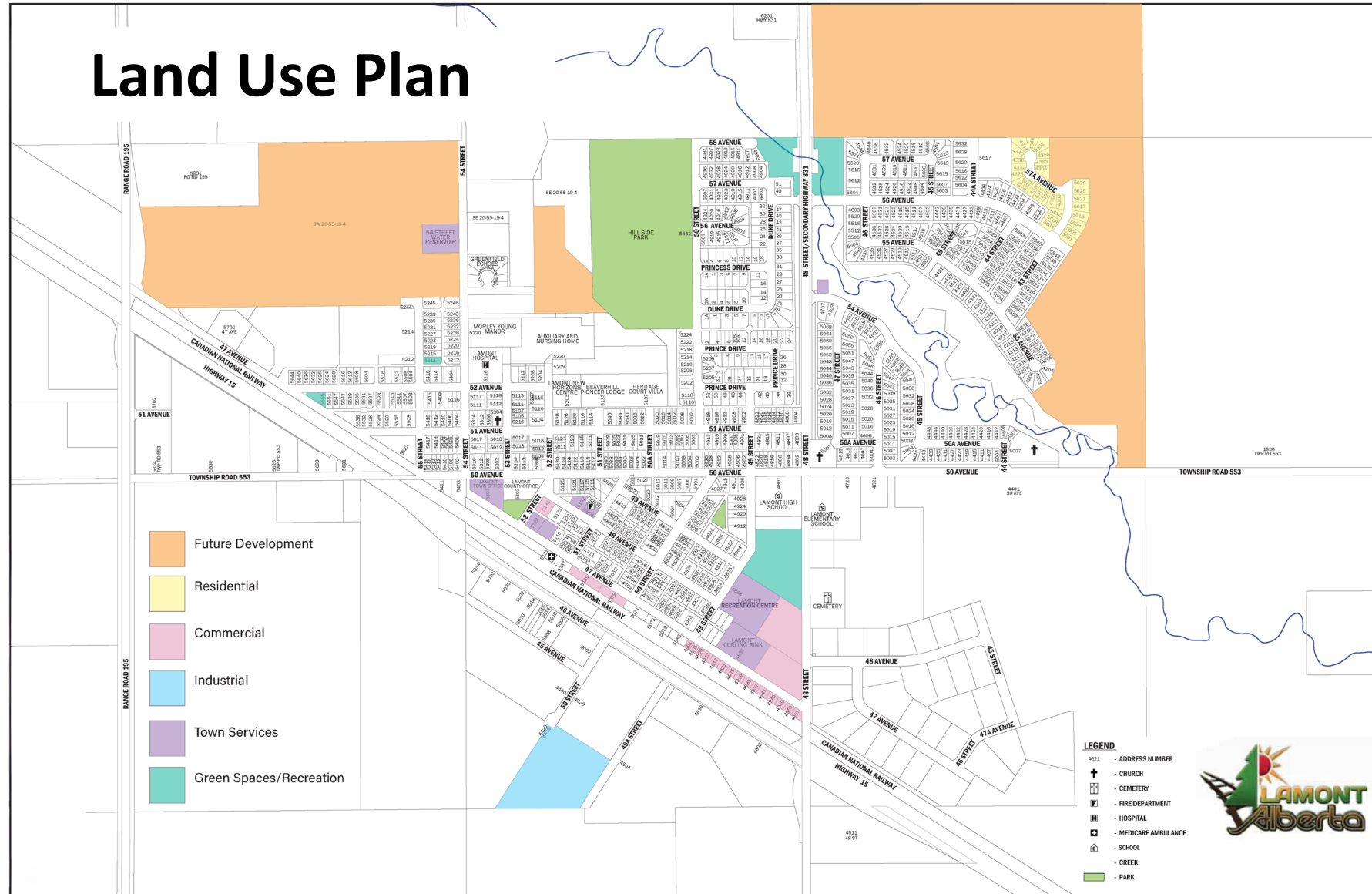


ALL NEW CONSTRUCTION MUST CONFORM TO THE CURRENT TOWN OF LAMONT LAND USE BYLAW AND ALBERTA BUILDING CODE REGULATIONS





# Land Use Plan



- Future Development
- Residential
- Commercial
- Industrial
- Town Services
- Green Spaces/Recreation

- LEGEND**
- ADDRESS NUMBER
  - CHURCH
  - CEMETERY
  - FIRE DEPARTMENT
  - HOSPITAL
  - MEDICARE AMBULANCE
  - SCHOOL
  - CREEK
  - PARK





# LAND USE DISTRICTS





Lamont Health  
Care Centre

Lamont

# CURRENT LISTED COMMERCIAL PROPERTIES

# C1 – Central Business Commercial

## Permitted Uses

- Childcare Services
- Cannabis Retail Sales
- Business Support Services
- Community Service Facility
- Convenience Retail Store
- Custom Workshops
- Food Service, Restaurant
- Food Service, Specialty
- Custom Workshops
- Health Service, Minor
- Mixed Use Development
- Neighborhood Pub
- Personal Service
- Pet Care Service
- Private club
- Professional and Office Service
- Retail, General
- Retail, Alcohol\*
- Retail, Secondhand
- Seasonal Garden Centre
- Utility Service, Minor
- WECS, Micro

## Discretionary Uses

- Amusement Centre
- Animal Service Facility, Minor
- Automotive Service Centre – Lots 12–14, Blk A, Plan 182 BS only
- Commercial School
- Communication Tower-Utility Service, Minor
- Emergency Service
- Farmers Market
- Funeral Service
- Hotel – Lots 17 – 19, Block 3, Plan 6700U only
- Household Repair Services
- Live/Work Unit\*
- Motel – Lots 4A and G, Block 8, Plan 792 2242 only
- Temporary Outdoor Event





C1-CENTRAL BUSINESS COMMERCIAL LISTING  
5002-50 Ave- Listing Price Unknown



# C2 – General Business Commercial

## Permitted Uses

- Animal Service Facility, Minor
- Automotive Service Centre
- Automotive and Recreation Vehicle Repair Shop
- Business Support Service
- Car Wash\*
- Contractor Service, Limited
- Convenience Retail Store
- Custom Indoor Manufacturing
- Custom Workshops
- Drive through Service
- Equipment Sales, Service and Rentals
- Food Service, Restaurant
- Food Service, Specialty
- Gas Bar
- Government Service
- Household Repair Service
- Health Services, Minor
- Landscaping sales and service
- Personal Service
- Professional and Office Service
- Recycling Depot
- Recycling Drop Off
- Service Station
- Utility Service, Minor
- WECS, Micro\*

## Discretionary Uses

- Amusement Centre
- Automotive and Recreation Vehicle Sales/Rental
- Cannabis Retail Sales
- Childcare Services
- Commercial School
- Communication Tower-Utility Service, Minor
- Contractor Service, General
- Emergency Service
- Fleet Service
- Food Service, Mobile Catering
- Funeral Service
- Neighborhood Pub
- Parking, Non-Accessory
- Retail, Alcohol
- Retail, General
- Retail, Secondhand
- Seasonal Garden Centre
- Storage Facility
- Temporary Outdoor Event





**C2- GENERAL BUSINESS COMMERCIAL LISTING**

47 Ave & 57 Street - Listing Price 1.2 Acre \$120,000, 1.4 Acre \$140,000

# C3 – Highway Commercial

## Permitted Uses

- Automotive Service Centre
- Automotive and Recreation Vehicle Repair Shop
- Cannabis Retail Sales
- Car Wash
- Community Service Facility
- Convenience Retail Store
- Food Service, Restaurant
- Food Service, Specialty
- Gas Bar
- Hotel
- Landscaping Sales and Service
- Motel
- Neighborhood Pub
- Personal Service
- Professional and Office Service
- Retail, Alcohol
- Retail, General
- Service Station
- Utility Service, Minor
- WECS, Micro

## Discretionary Uses

- Amusement Centre
- Animal Service Facility, Minor
- Automotive and Recreation Vehicle Sales/Rental
- Childcare Services
- Communication Tower-Utility Service, Minor
- Drive through Service
- Seasonal Garden Centre





**C3- HIGHWAY COMMERCIAL LISTING**

5010-46 Ave & 4920- 46 Ave - Listing Price 5010 Unknown, 4920 \$990,000



# TAXES & REQUISITIONS

Calculations based off an assessed value of \$250,000

Property (\$250,000)	Residential Property	Non-Residential Property
General Municipal	\$2,884.22	\$3,829.04
Education Requisition	\$615.85	\$146.01
Lamont County Housing Foundation	\$146.01	\$940.72
<b>Total</b>	<b>\$3,646.07</b>	<b>\$4,915.76</b>

# UTILITY BILLING

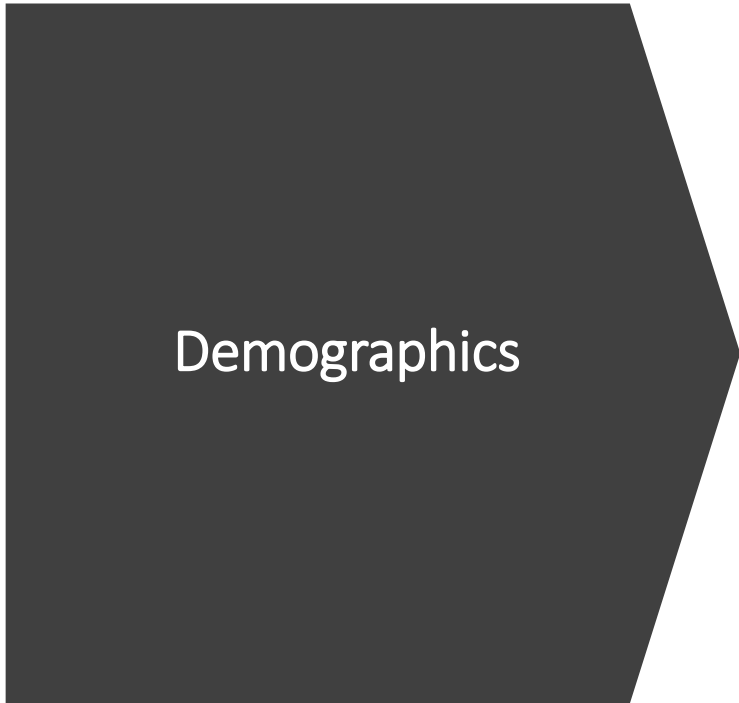
Description	Residential Property
Metered Water	\$33.28
Metered Sewer	\$9.98
Garbage Residential	\$32.29
Utility Cost Recovery	\$3.60
Utility Capital Investment	\$3.97
<b>Total Monthly</b>	<b>\$83.12</b>
<b>Total Billed Bi-Monthly</b>	<b>\$166.24</b>

Showing a minimum bill. Any water use above 13 M3 is charged at \$17.40 per 1000 gallons or 4.55M3

Commercial/Industrial Garbage bins are charged as follows:

- 2-yard bin - \$237.33
- 4-yard bin - \$376.62
- 6-yard bin - \$552.66
- 8-yard bin - \$736.50

# Snapshot of Lamont



Population (2023)	1,793
Year over year increase (2023)	1.41%
Five-year increase (2023)	6.03%
Average age (2021)	47.8
Median Household income (2021)	\$75,500

# COMMUNITY ASSETS

- Lamont Elementary School – Kindergarten to Grade 6
- Lamont High School – Grade 7 to Grade 12
- Alberta Treasury Branch
- Servus Credit Union
- Lamont Health Care Centre
- Hospital
- Fire Hall
- Emergency Medical Services (Ambulance)
- Perks Dental
- Lamont Dental Clinic
- Lamont Vision Centre
- Beaverhill Pioneer Lodge
- Lamont Value Drug Mart
- Lamont County Pharmacy
- Ancillary Services (lab and x-ray)
- Lamont Daycare
- Smith Insurance
- Hillside Park
- Tawâw Park
- Arena/Recreation Centre
- Hall
- Curling Rink
- CN Rail Line



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: August 27, 2024**

**ELECTED OFFICIAL: Jody Foulds**

**REPORT PERIOD: July 4, 2024 to August 19, 2024**

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### **Boards and Committees:**

- **Town of Lamont Special Meeting of Council – August 7, 2024**

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

- 

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

- 

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

- **Lamont Parade and Pancake Breakfast – July 13, 2024**
- **Smoky Lake Parade – August 3, 2024**
- **Mundare Parade – August 17, 2024**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: August 27, 2024**

**ELECTED OFFICIAL: Dave Taylor**

**REPORT PERIOD: July 4 – Aug. 27, 2024**

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### **Boards and Committees:**

- **Town of Lamont Special Meeting of Council – August 7, 2024**
- **Parks & Recreation Committee – Aug. 26**

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

- **Disc golf course project**

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

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

- **Lamont Parade and Pancake Breakfast – July 13, 2024**
- **Smoky Lake Parade – August 3, 2024**
- **Lamont County Reeves Golf Tournament – Aug. 22, 2024**



## **MAYOR & COUNCIL REPORT 13**

**COUNCIL MEETING DATE: August 27, 2024**

**ELECTED OFFICIAL: Linda Sieker**

**PERIOD, July 9 ,2024 – August 27 ,2024**

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### **Boards and Committees:**

- **July 19 – Lamont County Housing Foundation Staff Bar-B-que**
- **July 29 - Lamont County Housing Foundation AGM / Regular Meeting**

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

- **Aug 7 – Special Council Meeting**

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

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

- **July 10 – Parade Float**
- **July 11– Parade Float**
- **July 12 – Summerfest**
- **July 13 -Town of Lamont Parade & Pancake Breakfast**
- **July 23 - Summerfest De-Brief**
- **August 3 – Smoky Lake Parade & Pancake Breakfast**
- **August 9 – Town Beautification Awards Judging**
- **August 17 – Town of Mundare Parade**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: Aug. 27, 2024**

**ELECTED OFFICIAL: Al Harvey**

**REPORT PERIOD: June 26 to Aug. 20, 2024**

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### **Boards and Committees:**

- Aug. 5 Chamber meeting

### **Items for Council Discussion:**

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

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

- July 3 Special Council Meeting
- July 9 Regular Council Meeting
- August 7 Special Council Meeting

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

- 

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

- July 15 Lamont Health Center AGM
- July 12 Summerfest
- July 13 Parade and pancake breakfast
- August 3 Smoky Lake parade
- August 17 Mundare parade





## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: August 27, 2024**

**ELECTED OFFICIAL: Colleen Holowaychuk**

**REPORT PERIOD: July 9 – August 27, 2024**

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### **Boards and Committees:**

- July 23, 2024, Parade Committee Debrief

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

- August 7, 2024, Special Council Meeting

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

- N/A

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

- 2024 Summerfest Party, Parade, Pancake Breakfast
- 2024 Summer Sizzler Rodeo Volunteering
- Summer 2024 Pickle Ball Season
- August 2, 2024 - Smoky Lake Parade
- August 17, 2024 – Mundare Parade

# INTERIM CAO REPORT

## FOR THE PERIOD ENDING August 27, 2024

### HIGHLIGHTS:

July 11, 2024

- Fostering Economic Growth- Connecting Communities with Skilled Entrepreneurs.

July 12- 13, 2024

- Summer Festival.

July 16, 2024

- Light Up committee Gazebo Meeting.

July 17, 2024

- All staff meeting/ safety meeting.

July 18, 2024

- Climate adaptation focus group meeting.
- EIPS JUPA Discussion.

July 23, 2024

- Summer Fest debrief meeting.
- Meeting with Elders.
- Climate Resiliency Capacity Building Workshop and Grant information.

July 24, 2024

- Local Leadership for Climate Adaptation Grant meeting.

July 25, 2024

- Meeting with Dawn Phillips- Smokey Lake. Municipal Energy Manager Program.
- Grantmatch Meeting.

July 30, 2024

- Local Leadership for Climate Adaptation Grant meeting.

August 6, 2024

- Long Term Care Facility utility meeting.

August 8, 2024

- Land & Building Site Selector meeting.

August 9, 2024

- Town Beautification Awards.
- FORTIS Meeting

August 13, 2024

- Local Leadership for Climate Adaptation Grant application.

August 14, 2024

- Feasibility Study Walkthrough coordination.

# INTERIM CAO REPORT

FOR THE PERIOD ENDING August 27, 2024

August 15, 2024

- All Team meeting.

August 19, 2024

- Pactech Customer Discovery Interview meeting.

August 21, 2024

- Claystone Waste Management Tour.

August 22, 2024

- Housing Strategy meeting
- Equipment training meeting.

August 23, 2024

- Meeting with Elder Day- Truth & Reconciliation Day planning.

# DEPUTY CAO REPORT

FOR THE PERIOD ENDING Aug 21, 2024

## HIGHLIGHTS:

June 24-28

- Payroll with Robert
- Parks & Recreation Committee Meeting
- Council meeting
- CEO/CAO meeting (Tyler vac)
- Dog issues
- List Tax recovery property
- Special meeting agenda and posting

July 2-5

- Utility billing
- Property Tax penalties
- Sale of Tax recovery property
- Dog issues
- Summer Fest planning and meeting
- Preparation for July 9 Council meeting
- Deal with Bylaw enforcement court date

July 8-12

- Payroll
- Summer Fest planning, meeting, finalization
- Summer Fest Fri evening and Sat

July 15-19

- Summer Fest follow up
  - Pancake breakfast recap – 502 plates served, \$2000 provided to Lamont Lions
  - 70 parade participants
- All staff lunch meeting
- Bylaw enforcement completed by admin staff due to dog issues they've had no time for unsightly grass notices. 22 notices sent July 19
- Posted notice to enter unsightly yard clean up, contractor hired for July 29 – 4 properties
- Prepared property for possession date July 19
- Fees and Charges review

July 22-26

- Payroll
- Bylaw enforcement unsightly (Jackii away)
- Fees and Charges review

July 29-Aug 2

- Bylaw enforcement unsightly clean up (3 yards done)
- Bylaw enforcement unsightly grass
- Bylaw enforcement dog issues, contacted Lawyer as a 3<sup>rd</sup> dog attack occurred
- Admin office Duct cleaning

# DEPUTY CAO REPORT

FOR THE PERIOD ENDING Aug 21, 2024

- Accounts payable
- Fees and Charges update
- Letter and call to Urban Hen applicant on deficiencies

Aug 6-9

- Vacation
- Urban Hen approval completed by Jackii

Aug 12-16

- Bylaw enforcement dog issues, proceeding with section 545 order to comply with vicious dog actions as per Towns bylaw.
- All staff meeting/safety meeting pancake breakfast with summer students
- Quotes and order Disc golf
- Set up CAO interviews
- Payroll

Aug 19-21

- Picnic in the park planning
- RFDs for Council meeting
- Unsightly property tax subclass
- Utility arrears shut off notices (Betty away)
- Unsightly
- Parks & Recreation meeting agenda
- Preparing for CAO interviews

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING August 27-24

## HIGHLIGHTS

### STAFF

- Weekly Operations Team Lead Meeting Thursdays.
- All team meeting July 17, 2024.
- All Team Meeting August 15, 2024.
- Summer Staff season end.

### Facilities

- 29 facility bookings since July 9, 2024.
- Admin vent cleaning completed.
- Fire extinguisher repair & replacement.
- Curling rink ice plant isolation valve replacement.
- Net Zero Feasibility study initiated, and site visits completed.

### Transportation Maintenance

- Road painting.
- Grader repair completed.
- Road patching initiated.

### Parks & Recreation

- Tree maintenance and removal.
- Grass Cutting Ongoing.
- Pickle Ball program.
- Weed control completed.
- Flower maintenance.
- Olympia annual maintenance.

### Utilities

- Ditch outfalls clean up various locations.
- Sewer Flushing.
- Campbell reservoir repair.
- Mainline valve replacement (3).
- Water shut Off notices.

### Projects & Requests:

- 2024 Capital Works program completed.
- 2024 Capital Works program Sewer line repaired.
- 2024 Capital Works program, extra work completed.
- CN Lease work completed; lease agreement is terminated.
- Summer Festival.

# CLOSED SESSION NOTICE

August 27, 2024

## **7.1 Resident Letter**

*(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."*