

# Council Package

## November 12, 2024



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**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
November 12, 2024  
7:00 p.m.**

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

**1.1. CALL TO ORDER**

**1.2. ADOPTION OF AGENDA**

**1.3. DECLARATION OF PECUNIARY INTEREST**

**1.4. ADOPTION OF MINUTES**

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**2. DELEGATIONS**

**2.1. MOTION FOR ACCEPTANCE OF DELEGATION**

**3. CORRESPONDENCE**

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**4. NEW BUSINESS**

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**7.1. Facility Costing**

**8. ADJOURNMENT**



**Town of Lamont  
October 22, 2024  
Organizational Meeting of Council**

**PRESENT:**

Jody Foulds	Mayor
Perry Koroluk	Deputy Mayor
Linda Sieker	Councillor
Al Harvey	Councillor
Dave Taylor	Councillor
Colleen Holowaychuk	Councillor
Tyler Edworthy	Chief Administrative Officer
Dawn Nielsen	Deputy Chief Administrative Officer
Jaclyn Ponto-Lloyd	Recording Secretary

**CALL TO ORDER AND RELATED BUSINESS:**

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

**Adoption of Agenda**

**MOTION: 288/24 Councillor Taylor:** That the Council Agenda be accepted as presented.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**BUSINESS:**

**2025 Regular Council Meeting Schedule**

**MOTION: 289/24 Councillor Sieker:** That Council set a schedule of the second and fourth Tuesday of each month at 7:00 p.m. for the 2025 Regular Council Meetings with the exceptions of July 22, 2025 and August 12, 2025 (Summer Break), November 11, 2025 (Alberta Municipalities Conference) and December 23, 2025 (Seasonal Break).

**CARRIED**

**Appointment of Regional Director of Emergency Management/Deputy Regional Director of Emergency Management**

**MOTION: 290/24 Councillor Koroluk:** That Council appoint Bo Moore as the Regional Director of Emergency Management, and Herman Sieker and Colin Zyla as Regional Deputy Directors of Emergency Management.

**CARRIED**

**Appointment of Municipal Inspector**

**MOTION: 291/24 Councillor Holowaychuk:** That Council appoint Leslie Jans as Municipal Inspector under the *Alberta Agricultural Pest Act* and *Alberta Weed Control Act*.

**CARRIED**

**Deputy Mayor Appointment**

**MOTION: 292/24 Councillor Holowaychuk:** That Council appoint Councillor Perry Koroluk as Deputy Mayor for a period of 1 year.

**CARRIED**

**2024-2025 Council Appointments to Boards, Committees and Commissions**

**MOTION: 293/24 Councillor Koroluk:** That Council approve the membership list for the 2024/2025 Council Appointments to Boards, Committees and Commissions as presented.

**CARRIED**

**Professional Appointments**

**MOTION: 294/24 Councillor Koroluk:** That Council appoint Metrix LLP as auditors for the Town of Lamont for 2025.

**CARRIED**

**MOTION: 295/24 Councillor Sieker:** That Council appoint Select Engineering Consultants Ltd. For engineering services for the Town of Lamont for 2025.

**CARRIED**

**MOTION: 296/24 Councillor Holowaychuk:** That Council appoint Ronald W. Poitras and Brownlee LLP to provide legal services to the Town of Lamont for 2025.

**CARRIED**

**MOTION: 297/24 Councillor Taylor:** That Council appoint Mike Krim, Tanmar Consulting Inc. as designated officer to carry out the functions, duties and powers of a municipal assessor for the Town of Lamont for 2025.

**CARRIED**

**MOTION: 298/24 Councillor Harvey:** That Council appoint Lamont County to provide Intermunicipal Subdivision and Development Appeal Board (ISDAB) services to the Town of Lamont for 2025.

**CARRIED**

**MOTION: 299/24 Councillor Sieker:** That Council appoint the Capital Region Assessment Services Commission for Assessment Review Board services for the Town of Lamont for 2025.

**CARRIED**

**MOTION: 300/24 Councillor Holowaychuk:** That Council appoint Diane Burtnick for Planning and Development Officer services for the Town of Lamont for 2025.

**CARRIED**

**MOTION: 301/24 Councillor Koroluk:** That Council appoint the Inspection Group for Building Permit services for the Town of Lamont for 2025.

**CARRIED**

**Access and Signing Authority**

**MOTION: 302/24 Councillor Sieker:** That Council authorize access for all ATB Financial and Servus Credit Union accounts to the following members of staff: Chief Administrative Officer Tyler Edworthy; Deputy Chief Administrative Officer Dawn Neilsen; Finance Officer Robert (Guofu) Mu and Administrative Assistant Betty Malica.

**CARRIED**

**MOTION: 303/24 Councillor Holowaychuk:** That Council authorize access for the Credit Union Payment Services (CUPS) to the following members of staff: Deputy Chief Administrative Officer Dawn Nielsen, Finance Officer Robert (Guofu) Mu, Administrative Assistant Betty Malica, and Executive Assistant Jaclyn Ponto-Lloyd.

**CARRIED**

**MOTION: 304/24 Councillor Koroluk:** That Council authorize Servus Credit Union Credit Cards in the limit of \$35,000.00 in the names of Chief Administrative Officer, Tyler Edworthy and Deputy Chief Administrative Officer, Dawn Nielsen.

**CARRIED**

**MOTION: 305/24 Councillor Taylor:** That Council authorize BMO Corporate (AMSC) Credit Card in the limit of \$15,000.00 in the name of Chief Administrative Officer Tyler Edworthy.

**CARRIED**

**MOTION: 306/24 Councillor Harvey:** That Council appoint the signing authority, any two (2) to sign, consisting of one elected official and one town employee for all ATB Financial and Servus Credit Union accounts to the following members of Council and staff: Deputy Mayor Perry Koroluk; Councillor Linda Sieker; Chief Administrative Officer Tyler Edworthy; Deputy Chief Administrative Officer Dawn Nielsen.

**CARRIED**

**ADJOURNMENT:** Mayor Foulds adjourned the meeting at 7:14 p.m.

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Mayor

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Chief Administrative Officer





5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
October 22, 2024  
Regular Meeting of Council**

**PRESENT:**

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

**CALL TO ORDER AND RELATED BUSINESS:**

**Call to Order: Mayor Foulds:** called the meeting to order at 7:14 p.m.

**Adoption of Agenda**

- Addition of Item 4.5 – Go East Regional Tourism Organization Letter of Support

**MOTION: 307/24 Councillor Holowaychuk:** That the Council Agenda be accepted as amended.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**ADOPTION OF MINUTES:**

- a) Meeting Minutes – October 8, 2024

**MOTION: 308/24 Councillor Sieker:** That the Minutes of the October 8, 2024 Council Meeting be accepted as presented.

**CARRIED**

**DELEGATIONS:** None

**CORRESPONDENCE:**

- **Go East of Edmonton - Summer Tourism Success Report 2024**
- **Power of Go East Marketing**

**MOTION: 309/24 Councillor Taylor:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS:**

**2024 Tax Revenue Update**

**MOTION: 310/24 Councillor Sieker:** That Council accept the 2024 Tax Revenue Update as information.

**CARRIED**

**No Stone Left Alone**

**MOTION: 311/24 Councillor Harvey:** That Council direct Administration to have the Town of Lamont participate in the 2024 No Stone Left Alone (NSLA) Memorial Foundation Program.

**CARRIED**

**Lamont Christmas Light UP! Donation Request**

**MOTION: 312/24 Councillor Taylor:** That Council provide an in-kind donation to the Lamont Christmas Light UP! Committee for use of the Meeting Room and Hall on November 30, 2024, and the Meeting Room on January 18, 2025.

**CARRIED**

**MOTION: 313/24 Councillor Sieker:** That Council approve funding up to \$400.00 for hot beverages and snacks, and participate in the Afternoon of Music event, and Festival of Trees on November 30, 2024.

**CARRIED**

**Just For Kids Christmas Store**

**MOTION: 314/24 Councillor Holowaychuk:** That Council approve the donation of sale proceeds from the Just For Kids Christmas Store to the Lamont and District Food Bank.

**CARRIED**

**Go East Regional Tourism Organization Letter of Support**

**MOTION: 315/24 Councillor Taylor:** That Council direct Administration to write a letter in support of the Go East (RTO) Regional Tourism Organization grant application for the Travel Alberta Rural Development and Promotion Fund.

**CARRIED**

**REPORTS:**

**Council Reports:**

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

**Staff Reports:**

<b>CAO</b>	Written report attached.
<b>Bylaw Enforcement</b>	Written report attached.

**MOTION: 316/24 Councillor Taylor:** That Council accept the reports as presented.

**CARRIED**

**NOTICES OF MOTION:** None.

**CLOSED SESSION:** None.

**ADJOURNMENT:** Mayor Foulds adjourned the meeting at 7:37 p.m.

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Interim Mayor

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Chief Administrative Officer



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
October 29, 2024  
Governance & Priorities Committee Meeting**

<b>PRESENT:</b>	Jody Foulds	Chair
	Linda Sieker	Member
	Al Harvey	Member
	David Taylor	Member
	Perry Koroluk	Member Arrived at 6:58
	Colleen Holowaychuk	Member
	Tyler Edworthy	CAO
	Dawn Nielsen	Deputy CAO
	Robert Mu	Finance Officer (via TEAMS)

**CALL TO ORDER AND RELATED BUSINESS:**

**Call to Order:** Chair Foulds: called the meeting to order at 6:30 p.m.

**Adoption of Agenda**

**MOTION:** Member Seiker: That the Governance & Priorities Committee Agenda be accepted as presented.

**CARRIED**

**NEW BUSINESS:** None

**CLOSED:**

**MOTION:** Member Taylor That the Governance & Priorities Committee 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 6:31 p.m.

**CARRIED**

**6:58 PM:** Member Koroluk arrived.

**MOTION:** Member Holowaychuk: That the Governance & Priorities Committee revert to regular meeting session at 9:03 p.m.

**CARRIED**

**MOTION: Member Seiker:** That Council extend the Governance & Priorities Committee meeting past 9:00 p.m.

**CARRIED**

**MOTION: Member Taylor:** That the Governance & Priorities Committee accept the 2025 Revenue Forecast and Fees and Charges Review update as information.

**CARRIED**

**MOTION: Member Koroluk:** That the Governance & Priorities Committee accept the Community Standards Bylaw Review as information.

**CARRIED**

**ADJOURNMENT:** Chair Foulds adjourned the meeting at 9:04 p.m.

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Chair

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Chief Administrative Officer



# BOARD HIGHLIGHTS

**OCT. 17, 2024**

## Chair's Report

### RECENT EVENTS

Board Chair Cathy Allen highlighted recent trustee events:

- On October 2, trustees hosted a Meet-and-Greet with the Committee of School Councils (COSC) and school administrators, followed by the first COSC meeting of the school year. The Board's looking forward to another great year of discussions with COSC members.
- On October 4, trustees participated in a virtual information session put on by the Alberta School Boards Association (ASBA). The focus: the *Municipal Affairs Statutes Amendment Act* and how the amendments impact the next municipal election.
- On October 16, trustees attended a Sherwood Park and District Chamber of Commerce Luncheon, featuring a presentation by Mark Plamondon, the Executive Director of Alberta's Industrial Heartland Association. Plamondon discussed EIPS' work to move forward with a collegiate-style school in Fort Saskatchewan and recent updates related to the region's growth and incoming sectors.

### NATIONAL DAY OF TRUTH AND RECONCILIATION

National Day of Truth and Reconciliation took place on September 30. The day is intended to remind Canadians about the history of residential schools, remember the victims and honour the survivors. Throughout EIPS, schools spent the week leading up to the National Day for Truth and Reconciliation engaging in activities to help deepen knowledge and understanding related to Indigenous of the history of First Nations, Inuit and Meis Peoples. Observing the day, is just one of the ways EIPS is building capacity and developing opportunities to participate in reconciliation.

### READ IN WEEK: 2024

Throughout the week of October 7, schools took part in Read In Week, a divisionwide initiative held annually to encourage a lifelong love of reading and to enhance literacy awareness among students, staff, families and community members. Through various activities, students spent the week learning about the importance of reading; how to choose the right book; the art of storytelling; and how stories have the power to teach lessons, broaden perspectives and foster empathy. Some of the activities included guest readers, book giveaways, book-club readings and discussions about stories. Chair Allen thanked EIPS schools for inviting trustees to be part of the week. It's always special to read to students and celebrate the love of reading.

### EIPS SURVEYS: Calendar and school naming

Currently, EIPS has two surveys open for stakeholder feedback:

1. *EIPS Calendar Survey (October 10-21)*: The survey asks stakeholders to provide feedback on two possible calendar options to introduce more collaborative teacher-learner opportunities within the Division.
2. *Sherwood Park Replacement School Naming Survey (October 15-31)*: The survey asks stakeholders to offer name suggestions for the new Sherwood Park replacement school when it opens in the 2026-27 school year.

## Superintendent's Report

### RECENT EVENTS

Superintendent Sandra Stoddard highlighted several recent events:

- On September 26-27, the Division held a Leadership Retreat for senior administration, principals and Central Services directors. The focus: EIPS' long-term vision and ways to enhance supports, services and

academic learning. Overall, it was a productive two days. On the last day, September 27, everyone in attendance wore orange shirts to support and honour the National Day for Truth and Reconciliation.

- On October 4, EIPS held a Professional Learning Day for certificated staff. Throughout the day, staff joined various professional learning communities, working collaboratively and sharing ideas. It was interesting to watch all the different groups come together and discuss topics of interest to, ultimately, enhance their teaching practice.
- On October 4, the Board hosted a Meet-and-Greet with COSC representatives and the first COSC meeting of the year. Superintendent Stoddard said she's always impressed by how engaged members are with their child's learning, their willingness to help other school councils and advocate for education, and their interest in what's happening across the Division.

## Association and Employee Relation Reports

### ASBA ZONE 2/3 MEETING

Trustee Colleen Holowaychuk presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meeting held on September 20. Discussion highlights include:

- the regular ASBA reports presented by the executive;
- an engagement session on the Zone's position-statement framework and writer's guide;
- a discussion on proposed changes to the Zone's operating process;
- the Zone moved its budget approval meeting to December, as more work is needed;
- the fall general meeting takes place in Edmonton, November 17-19; and
- the next Zone meeting takes place on October 25. Agenda items include the annual general meeting and executive elections.

### ATA LOCAL REPORT

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

- Currently, the ATA is accepting nominations for an Edmonton District Representative to sit on the ATA executive council to complete the rest of a two-year term. Nominations close October 31, and the by-election takes place December 9-12. Once elected, the person will work closely with EIPS, Elk Island Catholic Schools and school divisions in St. Albert and Sturgeon County.
- On October 29, the Locals' Diversity, Equity and Human Rights Committee will host a multicultural dance for members and their families. Those who attend will learn a jingle-dress dance and a Ukrainian dance, which the committee will record for teachers to share the same dances with students.
- On November 28, the Local's Women in Leadership Committee will host a book club to discuss Jody Wilson-Raybould's memoir entitled, *Indian in the Cabinet*.
- On November 8, the ATA will host the 2024 Induction Ceremony, an annual celebration to welcome new teachers to the profession. Zielke is looking forward to the event and having the Board there.

### EMPLOYEE RELATIONS GROUP REPORT

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

- On October 15, the ERG met for a regularly scheduled meeting.
- Members have asked when the Division plans to release the updated *EIPS Classified Handbook*. The ERG shared it expects to see the new version in late October.
- EIPS' Classified Professional Learning Day will take place on March 7. Currently, the ERG is collecting feedback from staff on the learning sessions they want offered.

- The ERG is also fielding questions from educational assistants about the recent calendar survey. Specifically, they want to ensure they, too, are part of the collaborative learning opportunities.

## New Business

### MODULAR CLASSROOM REQUEST: 2025-26

The Board directed EIPS administration to request funding from Alberta Education to address needed changes to several modular classroom units in the 2024-25 school year. If approved, the Division will:

- add two new modular classrooms to SouthPointe School;
- demolish two ageing modular classrooms at Westboro Elementary—followed by a site reclamation;
- replace eight modular classrooms at James Mowat Elementary; and
- at Win Ferguson Elementary, demolish eight modular classrooms and add newer units there by relocating six modular units from Wes Hosford Elementary.

EIPS hopes a decision from the province comes in early 2025.

### BOARD SELF-EVALUATION

The Board approved the Board Self-Evaluation Report, which was developed on Oct. 3, 2024. Now approved, the Board will monitor the agreed priorities and actions outlined in its 2024-25 Board Work Plan.

### RECEIPT OF TRUSTEE RESIGNATION

The Board accepted the resignation of Trustee Jacqueline Shotbolt, effective Oct. 31, 2024. As of that date, Shotbolt will no longer reside within the ward in which she was elected, disqualifying her as an EIPS trustee. As outlined in the *Education Act*, section 81(2), a by-election isn't required during the fourth year following a general election as long as the number of Board vacancies is less than the quorum, plus one. As such, EIPS will not hold a by-election. Instead, the remaining trustees will assume Shotbolt's duties, by modifying the 2024-25 Trustee School Liaison Representative list (see pg. 44, "[Amended 2024-25 School Contact List](#)").

### BOARD COMMITTEE REPRESENTATIVE LIST

The Board approved the 2024-25 Board Committee Representative List. The Board assigns trustees to committees for liaison purposes. Trustee interests are considered for the committee placements (see pg. 45, "[Board Committee Representatives 2024-25](#)").

### GOVERNANCE AND EVALUATION COMMITTEE: TERMS OF REFERENCE

The Board approved the 2024-25 Governance and Evaluation Committee terms of reference. In September, the Board approved piloting a new committee for the 2024-25 school year—the Governance and Evaluation Committee. Chair Cathy Allen, Vice-Chair Susan Miller, and trustees Trina Boymook and Colleen Holowaychuk were appointed as committee members. Since then, the committee has developed its terms of reference, which details the committee's purpose, duties, membership and meeting details (see pg. 56, "[Governance and Evaluation Committee Terms of Reference](#)").

### BOARD POLICY AMENDMENTS

The Board approved amendments to the following Board Policies:

- [Policy 4: Trustee Code of Conduct](#) – The policy and “Appendix: Trustee Code of Conduct Sanctions” were repealed and replaced with a new version—written by legal counsel, to provide a more fluid process.
- [Policy 7: Board Operations](#) – The changes made align with the newly revised [Policy 4](#).
- [Policy 8: Board Committees](#) – The changes strengthen the policies' clarity, language and readability.
- [Policy 10: Policy Making](#) – The changes strengthen the policies' clarity, language and readability.



## BOARD GOVERNANCE SURPLUS

The Board directed administration to allocate its governance surplus—\$39,592 as of Aug. 31, 2024—to the Leveraging Student Achievement Fund. Allocating these dollars to the Leveraging Student Achievement reserve will allow for schools to narrow the achievement gap. A plan will be discussed with the Board later in the year before these funds are used.

## Reports for Information

### UNAUDITED FINANCIAL REPORT: 2023-24

The Board received for information the Unaudited Financial Report for the 2023-24 school year—September 1 to August 31. The Division ended the 2023-24 school year with an overall surplus of \$3.16 million, which includes operating revenue and expenses, school-generated funds and asset retirement obligation expenditures. The surplus is more than budgeted, by \$4.21 million, primarily because of unbudgeted, one-time revenue obtained through the sale of Division IP addresses. The surplus funds increase EIPS' operating reserve—available for use in future years (see page 127, "[Unaudited Financial Report: 2023-24](#)").

### UNAUDITED ACCUMULATED SURPLUS

The Board received for information the Unaudited Accumulated Surplus Report as of Aug. 31, 2024. The Division's accumulated surplus totals \$11.5 million, which includes investment in:

- Board-funded tangible capital assets (\$7.75 million);
- the asset retirement obligation (-\$10.33 million);
- capital reserves (\$2.49 million); and
- unrestricted surplus, operating reserves (\$11.59 million)—below the province's maximum balance, including a one-time exception—and in excess of its recommended 1% minimum balance.

*NOTE:* The operating reserves include reserves from Central Services (\$627,000), schools (\$944,000) and the school-generated fund (\$2.28 million).

Also, included in the operating reserves is the Division Unallocated Reserve, which EIPS maintains to cover emergent issues, manage price fluctuations and stabilize funding in the future. The Division Unallocated Reserve is at \$7.35 million. As such, the net reserve transfer for 2023-24 is \$5.2 million, which includes an operating surplus of \$4.18 million and a surplus of \$1.02 million from current-year transactions for unsupported capital assets (see page 144, "[Unaudited Accumulated Surplus at Aug. 31, 2024](#)").

Following the report, the Board approved the motion: "that the Board of Trustees direct the Superintendent to create a draft Administration Procedure that outlines processes and guidelines for the accumulation, use and carry-over of school generated funds, to be brought to January 9 Caucus meeting for feedback."

## Committee Report

### POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on October 1. The committee reviewed seven policies—4, 7, 8, 10, 12, 13 and 14. During the October Board meeting, trustees approved the committee's recommended amendments to policies 7, 8 and 10, and approved repealing and replacing Policy 4. Meanwhile, policies 12, 13 and 14 were reviewed and deferred to a later meeting.

## GOVERNANCE AND EVALUATION COMMITTEE

The Board received for information a report from the Governance and Evaluation Committee meeting held on October 1. The committee developed a draft term of reference, which the Board approved earlier during the October 17 Board meeting.

## Trustee Notices of Motion and Requests for Information

Vice-Chair Susan Miller requested an update on the Division's transition plans for the relocation of the senior high French Immersion program—moving to Salisbury Composite High from Ardrossan Junior Senior High in 2026-27.

Trustee Ralph SoroChan requested an update on the Division's First Nations, Metis and Inuit programming. The Division will provide the update in the 2023-24 Annual Education Results Report, coming to the Board for approval in November.

## Board Members

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



# Council Appointments to Internal Commissions, Committees and Boards 2024-25

Board / Committee/Commission	Appointees	Commitment
Agricultural Services Board	Chair: Councillor Neil Woitas Members: All Of Council	8 meetings/year
Centennial Scholarship Committee	Deputy Reeve Daniel Warawa	1 meeting/year
Lamont County Community Adult Learning Council (CALC)	Reeve David Diduck Alternate: Councillor Aaron Wick	5 meetings/year
Lamont County Family and Community Support Services (FCSS)	Councillor Neil Woitas Alternate: Deputy Reeve Daniel Warawa	6 meetings/year
Lamont County Regional Library Board	Reeve David Diduck Alternate: Deputy Reeve Daniel Warawa	4 meetings/year
Municipal Planning Commission (MPC)	Councillor Roy Anaka Councillor Aaron Wick Councillor Neil Woitas	When applications for development approval are heard
Regional Emergency Advisory Committee	Councillor Neil Woitas Alternate: Councillor Aaron Wick	2 meetings/year
<b>Intermunicipal Planning Commissions</b>		
with Village of Andrew	Reeve David Diduck Councillor Roy Anaka	As required
with Town of Bruderheim	Councillor Aaron Wick Councillor Neil Woitas	As required
with Village of Chipman	Deputy Reeve Daniel Warawa Councillor Aaron Wick	As required
with Town of Lamont	Reeve David Diduck Councillor Aaron Wick	As required
with Town of Mundare	Deputy Reeve Daniel Warawa Councillor Roy Anaka	As required
with Smoky Lake County	Reeve David Diduck Councillor Roy Anaka <i>Re-affirmed at the Organizational</i>	As required <i>Council Meeting October 29,24</i>

# Council Appointments to External Commissions, Committees and Boards 2024-25



Board / Committee/Commission	Appointees	Commitment
Alberta Industrial Heartland Association Board	Reeve David Diduck Alternate: Councillor Aaron Wick	4 meetings/year
Alberta HUB Board	Deputy Reeve Daniel Warawa Alternate: Councillor Roy Anaka	4-6 meetings/year
Beaver Hills Biosphere Reserve Association Board	Councillor Roy Anaka Councillor Aaron Wick	12 meetings/year
GO EAST of Edmonton Regional Tourism Board	Councillor Aaron Wick	1-2 meetings/year
John S. Batiuk Regional Water Commission	Deputy Reeve Daniel Warawa Alternate: Councillor Aaron Wick	6 meetings/year
Lamont County Housing Foundation Board	Councillor Roy Anaka Councillor Neil Woitas	6 meetings/year
Lamont Public Library Board	Reeve David Diduck Alternate: Deputy Reeve Daniel Warawa	10 meetings/year
Northern Lights Library System Board	Deputy Reeve Daniel Warawa Alternate: Reeve David Diduck	12 meetings/year
Northeast Region Community Awareness Response Committee	Councillor Neil Woitas	15-20 hours annually, and up to 2 hours monthly
St. Michael Regional Solid Waste Commission	Reeve David Diduck Alternate: Deputy Reeve Daniel Warawa	6 or more meetings/year
Willingdon Seed Cleaning Plant	Councillor Roy Anaka	5-7 meetings/year
Yellowhead Highway Association	Deputy Reeve Daniel Warawa Councillor Aaron Wick	Annual meeting

*Re-affirmed at the Organizational Council Meeting October 29, 2024*



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

AGENDA ITEM: 4.1

**COUNCIL MEETING DATE:  
November 12, 2024**

**ITEM DESCRIPTION OR TITLE**  
**Lamont High School Christmas Dinner**

**RECOMMENDATION**

**THAT** Council approve a donation of \$150.00 to Lamont High School Parent Advisory Council to be put towards a Christmas dinner for the students.

**BACKGROUND**

A request has been received to consider a donation to help provide a Christmas dinner for the students of Lamont High School.

**COMMUNICATIONS**

Provide the decision to the Lamont High School Parent Advisory Council.

**IMPLICATIONS OF DECISION**

N/A

**FINANCIAL IMPLICATIONS**

One time cost of \$150.00. Funds to be sourced from Council budget item: public relations/donations

**POLICY AND/OR LEGISLATIVE REFERENCES**

N/A

**ATTACHMENTS**

Letter from Lamont High School Parent Advisory Council

Report Prepared By: Jaclyn Ponto-Lloyd, Executive Assistant

Approved by CAO: 



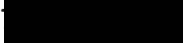
Lamont High School Parent Advisory Council  
4811 - 50 Avenue  
Lamont, Alberta T0B 2R0

October 19, 2024

Dear Community Business Owner

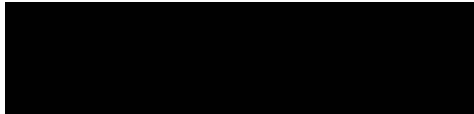
The Lamont High School Parent Advisory Council is providing our annual Christmas dinner for the staff and students on December 16<sup>th</sup> during their formal day. The council provides a Christmas meal for approximately 330 students.

The Lamont High School Parent Advisory Council seeks community business support for the meal. Please consider a donation to our event and kindly respond by December 8th by calling Sylvia McDonald



We appreciate the continued support the community provides helping us with this initiative.

Best regards,



Sylvia McDonald  
Chair, Lamont High School Parent Advisory Council



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

AGENDA ITEM: 4.2

**COUNCIL MEETING DATE:**  
**November 12, 2024**

**ITEM DESCRIPTION OR TITLE**  
**2024 Tax Revenue Updates**

**RECOMMENDATION**

THAT Council accept the 2024 Tax Revenue Updates as information.

**BACKGROUND**

As of October 31, 2024, the Town has collected approximately 88% of tax payments, amounting to \$2.37 million. The total outstanding unpaid taxes, including penalties, was \$316,850. This amount includes \$24,889 in unpaid taxes from previous years and approximately \$90,953 from the Tax Installment Payment Program (TIPP).

For comparison, the tax compliance rate as of the same period in 2023 was also 87%. Based on this comparison and historical trends, the compliance rate is projected to reach 91% by the end of the year. The administration is closely monitoring the outstanding tax amounts and will provide monthly updates to the Council.

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	31-Aug-24	30-Sep-24	31-Oct-24
Tax payments received	\$1,954,383	\$2,172,081	\$2,231,856	\$2,291,671	\$2,373,242
% of the tax paid	73%	81%	83%	85%	88%

**COMMUNICATIONS**

Regular updates will be provided.

**IMPLICATIONS OF DECISION**

N/A



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

**FINANCIAL IMPLICATIONS**

This report is intended to provide information and analysis on the 2024 tax compliance rate as of October 31, 2024.

**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 text "Approved by CAO:".





## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: November 12, 2024**

**ELECTED OFFICIAL: Colleen Holowaychuk**

**REPORT PERIOD: October 9 – November 12, 2024**

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### **Boards and Committees:**

- **October 17, 2024 - Lamont Elementary School Council Meeting**
- **October 28, 2024 - RhPAP Attraction & Retention Meeting**
- **October 29, 2024 - Governance & Priorities Meeting**
- **November 4, 2024 - Lamont Public Library Meeting**

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

- **N/A**

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

- **N/A**

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

- **October 12, 2024 - Andrew Garlic Festival Parade**
- **November 11, 2024 - Lamont Remembrance Day Service**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: Nov 12, 2024**

**ELECTED OFFICIAL: Linda Sieker**

**PERIOD, October 22 ,2024 – Nov 12 ,2024**

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### **Boards and Committees:**

- **Oct 23 – Economic Development Planning Meeting**
- **Oct 24 - Lamont Health Care Centre Board Meeting - RhPAP Committee**
- **Oct 24 – Economic Development Meeting**
- **Oct 28 – RhPAP - Attraction & Retention Committee**

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

- **Oct 29 – Governance & Priorities Meeting**

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

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

- **Oct 23 – Nov 2 – Nov 3 Remembrance Day Planning**
- **Nov 8 – Remembrance Day Set-up**
- **Nov 11 – Remembrance Day Service**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: November 12, 2024**

**ELECTED OFFICIAL: Dave Taylor**

**REPORT PERIOD: Oct. 3 – November 11, 2024**

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### **Boards and Committees:**

- **Oct. 10 – JSBRWC Board meeting**
- **Oct 29 – Governance & Priorities Meeting**

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

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

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

- **Nov 8 – LHS Remembrance Day Ceremony**
- **Nov 11 – Town of Lamont Remembrance Day Service**

# CAO REPORT

FOR THE PERIOD ENDING November 12, 2024

## HIGHLIGHTS:

Oct 23-24

- All Staff & Safety Meeting.
- Finance Meeting.

Oct 24-24

- Lamont Housing Foundation Meeting
- Economic Development Board meeting.

Oct 28-24

- RhPAP A&R Meeting

Oct 29-24

- Chamber Meeting.
- Governance & Priorities Meeting

Oct 30-24

- Admin Team meeting
- FCM grant funding meeting

Oct 31, 2024

- Operations team meeting

Nov 4, 2024

- Engineer Meeting.

Nov 6-24

- All staff & Safety meeting.
- FCM Grant meeting

Nov 7-24

- Lamont County Economic Development meeting

Nov 11-24

- Remembrance Day.

Nov 12-24

- Housing Foundation and Assessor, affordable housing meeting.

# DEPUTY CAO REPORT

FOR THE PERIOD ENDING Nov 5 , 2024

**HIGHLIGHTS:**

Oct 3-4

- Governance and Priorities meeting

Oct 7-11

- Council Meeting
- Payroll Advance
- Bylaw officer and Councilor Harvey reading at LES for Read In Week

Oct 15-17

- Betty vacation coverage
- Oct 16 Light Up meeting
- RFDs for Oct 22 meeting

Oct 21-25

- Work on pole mount decorations with Linda and Rick M
- Council Meeting
- Fees and Charges with Admin staff
- Monthly all staff safety meeting
- Prepare for G&P meeting
- Bylaw enforcement, dog attack

Oct 28-Nov 1

- Work on pole mount decorations with Linda and Rick M
- Pole mount mapping
- G&P meeting
- Payroll
- Setting up Halloween Patrol
- Bylaw enforcement

Nov 4 vac day

2024 Trips Actual	Animal control
February	2
March	2
April	3
June	4
July	2
Sept	1
October	3
Number	17

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING November 12, 2024

## HIGHLIGHTS

### STAFF

- All team meeting Oct 9, 2024.
- Weekly operations meeting Thursday's
- All staff meeting November 6, 2024

### Facilities

- 19 facility bookings since October 8, 2024.
- Curling Club HVAC costing.
- Curling rink plant repair completed
- Arena bleachers painted.
- MCS Net Install at the Curling Rink & Hall
- Net Zero Feasibility study is ongoing.

### Transportation Maintenance

- Sander Repairs completed.
- Tree trimming.
- Curb and gutter clean up.

### Parks & Recreation

- Snow Fence Install
- Hillside Fountain Removed
- Post and snow fence install for new trees
- Christmas decorations preparation.
- Tree maintenance and removal.

### Utilities

- Sewer lift station annual maintenance and inspection.
- Hydrant annual maintenance and winterizing.
- Water CC valve replacements.
- Sewer Flushing.
- Lift Station repairs.

### Projects & Requests:

- Queens Park gate removal initiated.
- Remembrance Day.

Description	2024 Budget	Targeted Amount		2024 Actual Oct.	Variance	% of Completion	Increase/		Percentage	Note
		Oct.	Actual Oct.				2024 - Oct.	2023 - Oct.		
<b>REVENUE</b>										
General Revenue	(3,144,003)	(3,065,669)	(3,181,490)	37,487	101%	(21,747)	(20,746)	(1,001)	5%	
Administration	(289,534)	(241,278)	(281,267)	(8,267)	97%	(222,971)	(632)	(222,339)	35168%	
By Law	(6,500)	(5,417)	(4,394)	(2,106)	68%	(275)	(648)	373	-58%	
Strs. & Road	(447,065)	(372,554)	(598,441)	151,376	134%	(596,725)	0	(596,725)	0%	
Water	(596,200)	(496,833)	(374,365)	(221,835)	63%	(929)	(1,143)	213	-19%	
Sewer	(179,884)	(149,903)	(129,821)	(50,063)	72%	(21)	(20)	(2)	9%	
Garbage	(360,020)	(300,017)	(246,710)	(113,310)	69%	(76)	1,080	(1,156)	-107%	
Cemetery	(1,600)	(1,333)	0	(1,600)	0%	0	0	0	0%	
Planning & Subdivision	(2,000)	(1,667)	(1,888)	(112)	94%	(418)	(332)	(85)	26%	
Hall	(13,000)	(10,833)	(11,148)	(1,853)	86%	(1,403)	(1,192)	(211)	18%	
Arena	(161,969)	(134,974)	(143,648)	(18,322)	89%	(19,669)	(18,170)	(1,499)	8%	
Park	(7,106)	(5,922)	(6,758)	(349)	95%	(4,200)	0	(4,200)	0%	
Curling Rink	(500)	(417)	(650)	150	130%	0	0	0	0%	
<b>TOTAL REVENUE</b>	<b>(5,209,381)</b>	<b>(4,786,817)</b>	<b>(4,980,579)</b>	<b>(228,802)</b>	<b>96%</b>	<b>(868,434)</b>	<b>(41,802)</b>	<b>(826,632)</b>	<b>0%</b>	
<b>EXPENSE</b>										
Council	150,241	125,329	115,563	34,678	77%	13,968	14,819	(851)	-6%	
Administration	776,487	649,567	627,125	149,362	81%	57,986	49,309	8,677	18%	
Fire	44,190	38,474	30,657	13,533	69%	1,279	1,197	82	7%	
Disaster Service	4,110	3,425	2,610	1,500	64%	0	0	0	0%	
By-Law	126,230	105,192	41,540	84,690	33%	4,652	1,513	3,139	207%	
Public Work	223,310	187,907	179,002	44,308	80%	13,183	19,561	(6,378)	-33%	
Street & Road	490,461	409,668	323,354	167,107	66%	30,419	31,691	(1,272)	-4%	
Storm Sewer	10,500	8,750	9,376	1,124	89%	0	1,450	(1,450)	-100%	
Water	589,828	491,924	423,939	165,889	72%	41,941	38,822	3,119	8%	
Sewer	70,254	58,877	40,913	29,341	58%	2,236	13,649	(11,413)	-84%	
Garbage	299,266	269,599	248,497	50,769	83%	14,755	14,782	(27)	0%	
Family Community & Cemetery	27,182	22,652	26,282	900	97%	900	900	0	0%	
Town Beautification	19,500	16,250	13,555	5,945	70%	0	690	(690)	-100%	
Planning & Subdivision	64,480	53,733	-17,870	82,350	-28%	2,061	2,015	46	2%	
Hall	150,142	128,442	94,322	55,820	63%	10,256	8,790	1,466	17%	
Arena	326,221	276,197	246,037	80,184	75%	24,079	30,536	(6,457)	-21%	
Park	169,799	141,742	163,256	6,543	96%	19,591	5,126	14,465	282%	
Curling Rink	49,709	44,875	40,912	8,797	82%	1,108	1,476	(368)	-25%	
FCSS & School Fund	568,606	473,956	339,953	228,653	60%	0	0	0	0%	
<b>Total Expense</b>	<b>4,160,516</b>	<b>3,506,558</b>	<b>2,949,025</b>	<b>1,211,491</b>	<b>71%</b>	<b>238,413</b>	<b>236,326</b>	<b>2,087</b>	<b>1%</b>	

# CLOSED SESSION NOTICE

November 12, 2024

## **7.1 Facility Costing**

*(Disclosure Harmful to Business Interests of a Third Party)*

- *FOIP Section 16 – Disclosure Harmful to Business Interests of a Third Party*

### **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 16 of the Freedom of Information and Protection of Privacy Act at XXXX p.m."*