

Council Package

January 28, 2025



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
January 28, 2025
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

2.1.1. Lamont County Emergency Services – Bo Moore

3. CORRESPONDENCE

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3.2. Nominations for Alberta’s Highest HonourPage 7

3.3. AAPG Draft Program SchedulePage 9

4. NEW BUSINESS

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4.4. Intermunicipal Collaboration Framework and Intermunicipal Development Plan	
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7.1. Personnel	
8. ADJOURNMENT	



**Town of Lamont
January 14, 2025
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 7:00 p.m.

Adoption of Agenda

- Addition of Item 7.3 – Personnel

MOTION: 01/25 Councillor Sieker: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes – December 10, 2024

MOTION: 02/25 Councillor Harvey: That the Minutes of the December 10, 2024 Council Meeting be accepted as presented.

CARRIED

b) Parks & Recreation Committee Meeting Minutes – November 18, 2024

MOTION: 03/25 Councillor Taylor: That the Minutes of the November 18, 2024 Parks & Recreation Committee Meeting be accepted as presented.

CARRIED

DELEGATIONS:

- Fort Saskatchewan RCMP – Inspector Barry LaRocque

MOTION: 04/25 Councillor Sieker: That Inspector Barry LaRocque be accepted as a delegation.

CARRIED

CORRESPONDENCE:

- EIPS Board Highlights – November 2024
- County of Lamont Food Bank – Thank You Letter
- Go East of Edmonton 2024 Road Trip Adventure Game Success Report
- EIPS Board Highlights – December 2024
- Town of Vegreville – Regional Recreation Feasibility Study Steering Committee

MOTION: 05/25 Councillor Taylor: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Tax Recovery Costs to Tax Rolls

MOTION: 06/25 Councillor Holowaychuk: That Council authorize the cost to be transferred to the tax roll as itemized in the attached Schedule “A”.

CARRIED

Fish and Game Association Donation Request

MOTION: 07/25 Councillor Taylor: That Council provide a donation to the Lamont Fish & Game Association for their silent auction.

CARRIED

2025 Fees and Charges Bylaw Amendment

MOTION: 08/25 Councillor Koroluk: That Council give first reading to Bylaw 01/25, 2025 Fees and Charges Amendment.

CARRIED

MOTION: 09/25 Councillor Holowaychuk: That Council give second reading to Bylaw 01/25, 2025 Fees and Charges Amendment.

CARRIED

MOTION: 10/25 Councillor Sieker: That Council give unanimous consent to proceed to third reading of Bylaw 01/25, 2025 Fees and Charges Amendment.

UNANIMOUSLY CARRIED

MOTION: 11/25 Councillor Harvey: That Council give third reading to Bylaw 01/25, 2025 Fees and Charges Amendment.

CARRIED

2024 Tax Revenue Update

MOTION: 12/25 Councillor Taylor: That Council accept the 2024 Tax Revenue Update as information.

CARRIED

REPORTS:

Council Reports:

Mayor Foulds	Written report attached.
Councillor Taylor	Attended the January 9 John S. Batiuk Water Commission Board Meeting.
Councillor Harvey	Written report attached.
Councillor Koroluk	Catering Club took on a project in the Hall Kitchen redoing the floor in the bar and kitchen area.
Councillor Sieker	Written report attached.
Councillor Holowaychuk	Written report attached.

Staff Reports:

CAO	Written report attached.
Deputy CAO	Written report attached.
Director, Operations & Infrastructure	Written report attached.
Planning & Development	Written report attached.

MOTION: 13/25 Councillor Harvey: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION:

Council Orientation

MOTION: 14/25 Councillor Harvey: That Council direct Administration to bring the Council Orientation Notice of Motion back to the January 28, 2025 Council Meeting.

CARRIED

CLOSED SESSION:

- **Council Orientation**
 - *FOIP Section 24 – Advice from Officials*
- **Community Development Update**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 15/25 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 7:49 p.m.

CARRIED

MOTION: 16/25 Councillor Taylor: That Council revert to regular Council meeting session at 8:41 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 17/25 Councillor Sieker: That Council accept the Council Orientation update as information.

CARRIED

MOTION: 18/25 Councillor Holowaychuk: That Council accept the Community Development update as information.

CARRIED

MOTION: 19/25 Councillor Sieker: That Council accept the Personnel update as information.

CARRIED

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

Mayor

Chief Administrative Officer

Board Chair

Cathy Allen

Vice-Chair

Susan Miller

Trina Boymook

Randy Footz

Colleen Holowaychuk

Don Irwin

Ralph Sorochan



January 14, 2025

His Worship Jody Foulds, Mayor and Councillors
Town of Lamont
jody.f@lamont.ca

sent via Electronic Mail

Dear Mayor Foulds and Councillors:

I'm reaching out on behalf of the Elk Island Public Schools' (EIPS) Board of Trustees to share information about an important event coming up in March 2025.

As you know, EIPS is an rural-urban school division, and has a vested interest in seeing success for students in every community we serve.

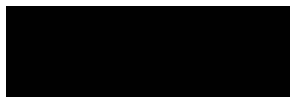
The Alberta Rural Education Symposium (ARES) was initiated by the Minister of Education in 2012. Attendees traditionally include parents, teachers, school administrators, trustees, municipal leaders, health care professionals, county counsellors, business leaders and individuals from a rural context who take an interest in rural education and sustainability of rural communities. The symposium is an excellent opportunity for the elected representatives and government officials to connect with rural leaders from across the province.

As a leader in a rural community, we know you understand the importance of providing high quality educational opportunities for students who reside outside of large urban areas. We encourage you to register and join the EIPS Trustees at the upcoming Alberta Rural Education Symposium and participate in the discussions about strategies and potential solutions to challenge facing educators and locally elected officials in small towns and rural areas.

You can find more information about the symposium program and registration [here](#). I strongly believe that in coming together at these sorts of events, we can learn from one another, generate new ideas, and map a path to future success for rural communities and those families who reside within them.

I hope to see you there!

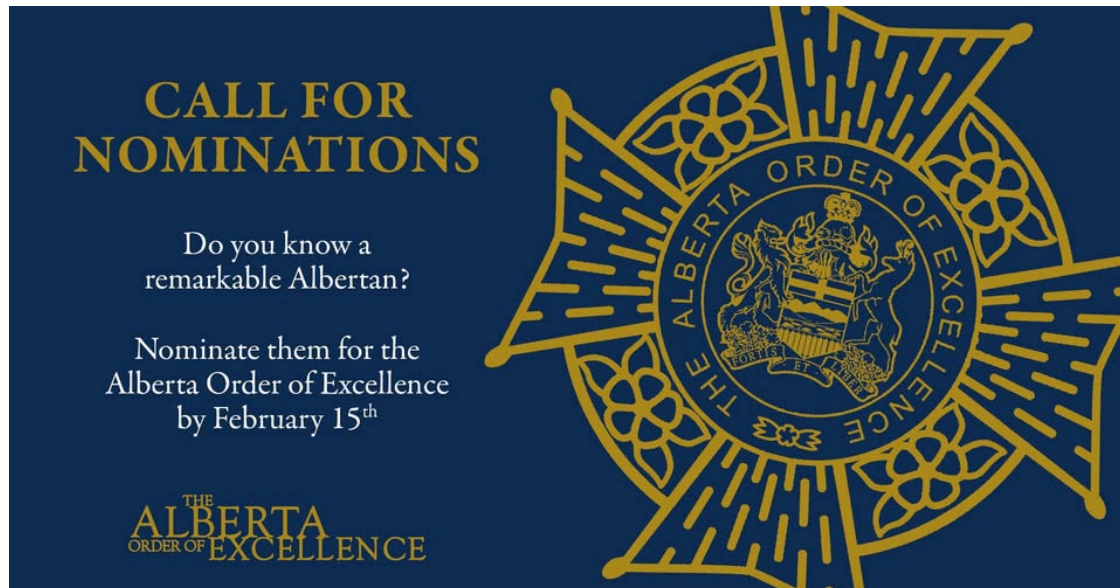
Sincerely,



Cathy Allen,
Board Chair – Elk Island Public Schools

CA:lm

[View this email in your browser](#)



Albertans are encouraged to nominate remarkable community members, leaders and innovators for membership in the Alberta Order of Excellence.

The Order is the province's highest honour and recognizes citizens who have made a significant and lasting contribution to their communities. Members include Olympians, scientists, volunteers, leaders in business, and artists. 220 Albertans have been invested into the Alberta Order of Excellence since it was established in 1979.

Nominations are accepted year-round, but must be received by Feb. 15 to be considered for investiture this year.

Nominees must be Canadian citizens currently residing in Alberta and, if selected, must be able to attend the investiture ceremony. People cannot nominate themselves, their spouse or a member of their immediate family.

Information about the Order, including nomination guidelines, nomination forms and biographies of previous inductees is available on the [**Alberta Order of Excellence**](#) website.



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Alberta Association of Police Governance

2025 Annual Conference & AGM

Hosted in Westlock, AB – May 2nd & 3rd

Supporting excellence in civilian governance and oversight of police services in Alberta by providing our members, and potential members, with an enjoyable opportunity to learn and network.

We invite all those participating in community policing oversight to attend.

This year our Conference venue will be at the Westlock Conference Centre. There are two options for Hotel stay; one is the Conference Venue location with its ease of walking to the Conference from your room, and one is a short drive away that offers newer accommodations. There is also a hotel across the street that offers FAMILY accommodations in a townhouse style room! Must call the hotel to make your discounted reservation and reference the AAPG block rate. *Block of rooms are limited and will expire 30-days prior to our event, book early!* All room fees include breakfast.

Ramada by Wyndham | P. 780-349-2245

Standard 2 Queen or 1 King	\$149+ applicable fees & taxes
3 Queen (Family) Room	\$169+ applicable fees & taxes
King Suite	\$189+ applicable fees & taxes

Westlock Inn (Conference Venue) | P. 780-349-4483

Standard 2 Queen or 1 King	\$113+ applicable fees & taxes
Executive King	\$125+ applicable fees & taxes

WestJet has provided a Discount Code for those of you wishing to fly into Edmonton; 5% off Econo & 10% off EconoFlex & Premium! Enter Coupon Code 1H6S2DG in the search screen. Valid for travel into Edmonton April 24th thru May 10th.

Along with a schedule filled with Educational Presentations and Round-table sessions, we have prepared the following **Entertaining Events**:

NEW EVENT: Thursday Evening May 1st Early Registration with Meet, Mix & Mingle!

Conference pre-registration 6pm to 7:30pm Thursday evening May 1st at Kerri's Bakery, a former Church now a Café. Come and enjoy a welcome drink with appetizer desserts & snacks (included in your conference fee)!!

Guest Daytime on-your-own Experiences!

Edmonton Skydive Centre (Westlock airport): <https://www.edmontonskydive.com/>

Pioneer Museum & Historical Society: <https://westlockmuseum.com>

Westlock Art Gallery & Studio: <https://westlock.ca/p/art-gallery>

Westlock Theater Society: <https://www.westlockculturalartstheatre.com>

Hidden Valley Golf Course: <https://www.hiddenvalleygolf.ca>

Friday Evening Networking Banquet and Casino FUN Night!

We will start our Networking at the Canadian Tractor Museum, the only museum of this type in Canada which boasts the Biggest Weather Vane, with an hour to have a drink, visit and check out the museum. All attendees will then walk next door (or take the shuttle-van) to the Rotary Spirit Centre 2nd floor for the Prime Rib, Chicken Marsala or Pasta dinner Buffet with wine. Following dinner is the Casino FUN night, where you can continue your networking with \$50,000 in fun-money and learn from the professionals how to play 8 different table games! Fun-money can be exchanged for tickets to a prize draw!

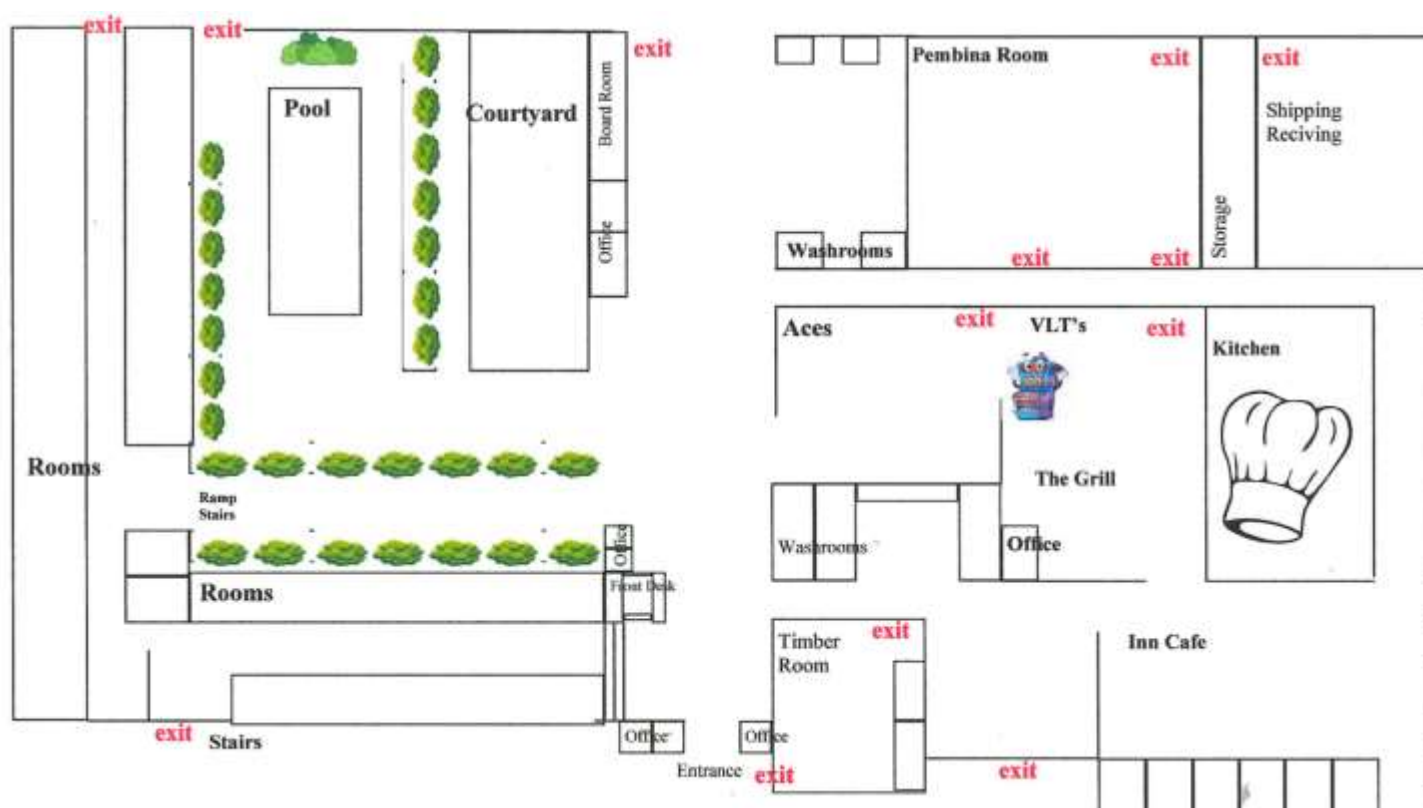
Conference and Banquet attire is Business Casual.

Register by credit card on our website www.aapg.ca/conference or email admin@aapg.ca for E-transfer or invoicing.



AAPG 2025 Conference Program

WESTLOCK CONFERENCE CENTRE FLOORPLAN/LAYOUT



Thursday May 1st, 2025

6:00 pm – 7:30 pm	Mix & Mingle; Kerri's Café & Bakery, 10508 100th Ave., Westlock AB T7P 2J9 Come join us for Early Registration, a welcome drink with appetizer snacks and mini desserts. INCLUDED in Registration fee!
OPTIONAL EVENTS!	Arrive Early and choose your activity from our list of exciting on-your-own Experiences!!! Not included in Conference Registration Fee

Friday May 2nd, 2025

8:15 am – 2pm	Registration: PEMBINA room, Westlock Convention Centre, 10411 100 th St., Westlock AB Silent Auction Open		
7 am – 8:30 am	Breakfast: Included with Hotel Room Only (All-day Coffee/Tea at Venue)		
8:30 am – 9 am	Smudge – for those who wish to attend (Location: Pembina Room) Elder Alexander First Nation		
9 am – 10 am	OPENING CEREMONIES (Location: Pembina Room) RCMP Honour Guard & Piper Entrance for VIPs, Rise for O’Canada, First Nations Elder Blessing Welcome Address: Minister or ADM of Law Enforcement & C/O K-Division (TBC), Town of Westlock Mayor, Westlock Detachment C/O and AAPG Board Chair Ian Sanderson (VIPs and Board attendance recognition)		
10 am – 10:15 am	Health Break: Coffee & Tea with Muffins		
10:15 am – 11:35 am	PRESENTATION (Location: Pembina Room) Emergency Preparedness; Managing Mass Evacuations Policy, Commission/Committee engagement in the process? Communication? What we learned. Presented by: Minister, Jasper Mayor Richard Ireland TBC, Slave Lake RCMP C/Superintendent Roberta McKale		
11:40 – 12:35 pm AAPG	Lunch Buffet Choose your Sandwich, along with Potato Salad and Soup * Location: Pembina Room Noon Presentation: How & Why AAPG was Founded; Founding Board Member TBC		
12:35 pm – 1:55 pm	PRESENTATION (Location: Pembina Room) Public Relations & Social Media Panel: Changing the perception of Police and Transparency to Citizens Public perception vs social media emphasis on negative. Effects of social media on perception of Police, positive message to Service members too! Managing social media from Commission/Committee perspective (15 seconds of public interaction). Small audience is ok. Quality matters. Policies and best practices for social media. Presented by: Speaker Panel: Dr Christopher Schneider Brandon Univ Professor of Sociology, Andrew Knack Edmonton Councillor and Corwin Odland Calgary Police Commission		
2 pm – 3:15 pm Concurrent Sessions Option 1, 2 or 3	<p style="text-align: center;"><i>Policing Commissions</i></p> <p>EDUCATION & TRAINING (Location: Pembina Room TBD) New Commission Member Orientation This is an attendee directed session that will discuss the role of a Police Commission, the basics of police oversight and governance, the structure of the municipal police service and board basics. Presented by: Noella Piquette, AAPG Board</p>	<p style="text-align: center;"><i>Policing Committees & Advisory Members</i></p> <p>EDUCATION & TRAINING (Location: Board Room TBD) New Member Committee & Policing Advisory Orientation This is an attendee directed session that will discuss the role of Policing Committees, the basics of police oversight and governance, the structure of the RCMP, board basics, and FOIP legislation. Presented by: Ian Sanderson, Chair AAPG</p>	<p style="text-align: center;"><i>Experienced Members</i></p> <p>EDUCATION & TRAINING (Location: Timber Room TBD) Data and Reports: How to Glean Trends & Gaps Creating accountability through data and reporting. Evidence based Policing. Goals: what do they look like & how are they measured? How to read financial reports. Presented by: CPC or Town of Barrhead</p>
3:15 pm	Health Break: Coffee & Tea TRAVEL to Networking Event & Banquet		
3:30 pm - 4:45 pm	Networking at the Canadian Tractor Museum for All Attendees + Banquet Guests 9704 96 th Ave, Westlock – Park in Spirit Centre Parking Lot and walk next door (look for the world’s largest weather vane) Mingle through the museum and network with peers while enjoying a beverage. **Following the Networking, walk next door to the Spirit Centre for our Banquet. For those with mobility concerns or if it is raining, there will be a 7-person shuttle van available.		
4:30 pm Doors Open 5:30 pm – Dinner 6 pm – 6:30 pm Dr. Tanguay 6:30 pm – 9 pm Casino FUN 8:30pm – 9:30 pm Cash-in & Prize Draw	BANQUET Extraordinaire; Westlock Rotary Spirit Centre! 9603 100 th St – 2 nd Floor (next door to the Tractor Museum) Enjoy soft music by local artists during supper + Silent Auction Buffet Dinner includes Red & White Wine on your table and a Cash Bar available. <ul style="list-style-type: none"> • Prime Rib Carving, Chicken Marsala & Pasta • Oven Roasted Potatoes, Rice, Vegetables and Salads • Dessert provided by Kerri’s Bakery to finish your evening! EDUCATION on Addiction, triggers and gambling odds. Presented by AAPG Board Member CASINO FUN NIGHT! Receive ‘fun money’ and continue your networking while playing for two hours on several choices of games with dealers who will teach you all the ins and outs of how to play. Take your winnings and trade in for prize draws. Drive Safe back to your hotel.		

7 am – 8:30 am 7:45 am – 9:00 am	Breakfast Included with Hotel Room Only (All-day Coffee/Tea at Venue) Registration PEMBINA room, Westlock Convention Centre, 10411 100 th St., Westlock AB		
8 am – 8:50 am	<p align="center">Annual General Meeting (Location: Pembina Room) <i>A representative from ALL AAPG Members should attend – see Agenda</i> Facilitated by: Ian Sanderson, Chair of AAPG</p>		
9 am – 9:45 am	<p align="center">PRESENTATION AI Technology & Privacy; the effects on Police, Policy and Governance (Location: Pembina Room) Body worn cameras, drones, license plate readers & dash-cams; Pros: helps solve crime/Cons: privacy: uneven application & rules governing use, expectation of privacy, technology space & funding in small communities, Fed Gov National standards? Presented by: Alberta Privacy Commissioner (TBC)</p>		
9:45 am – 10 am	<p align="center">Health Break: Coffee & Tea with Pastries</p>		
10 am – 10:55 am Concurrent Sessions Option 1 & 2	<p align="center">Police Commissions</p> <p><u>ROUND TABLE DISCUSSIONS</u> (Location: Pembina Room TBD) Sharing session; Question & Answer Facilitated by AAPG Police Commission Board Members</p>	<p align="center">Policing Committees & Advisory Members</p> <p><u>ROUND TABLE DISCUSSION</u> (Location: Timber Room TBD) Sharing session; Question & Answer Facilitated by AAPG RCMP Serviced Board Members</p>	
11 am – Noon Concurrent Sessions Option 1, 2 or 3	<p align="center">Police Commissions</p> <p><u>EDUCATION & TRAINING</u> (Location: Pembina Room TBD) Role of Police Associations; Understanding the Grievance Process + Commission Communications How to align Chief compensation with service member benefits. Collective Bargaining process - the Commission vs. municipality role (should it be a Provincial responsibility?). Presented by: Brenna Barrett, Edmonton Police Assoc.</p>	<p align="center">Policing Committees & Advisory</p> <p><u>EDUCATION & TRAINING</u> (Location: Timber Room TBD) Creation of a Policing Committee Panel: Ballpark costs, resources needed to create, challenges to organize, and Bylaw changes needed (if any). Presented by: City of Cold Lake & Town of Morinville with the Ministry Dept of Law Enforcement & Oversight (TBC)</p>	<p align="center">Option 3</p> <p><u>EDUCATION & TRAINING</u> (Location: Board Room TBD) Alberta Ombudsman Office LERB and what other complaints the Alberta Ombudsman office can handle. Presented by: Greg Stead, Director of Investigations, Office of the Ombudsman & Public Interest Commissioner</p>
Noon – 1 pm Demonstration	<p align="center">Lunch Hot Buffet Taco Bar * Location: Pembina Room Westlock Detachment Static Display and/or Drone Demo by Inspector Corey Blize, Red Deer RCMP</p>		
1 pm – 2 pm	<p align="center">PRESENTATION Cultural Diversity Training (Location: Pembina Room) 1 in 4 Canadian residents is an immigrant or 1st generation. Training Committee or Commission members, not just officers, to ensure no discrimination, understanding the power differential to ensure members have the courage to speak up, optics of safety (is your meeting a 'safe place' to speak up), using empathy and sense of community, mentorship. Presented by: Devon Clunis, prior Winnipeg Police Chief and first Black Canadian Police Chief in Canada</p>		
2 pm – 2:45 pm	<p align="center">PRESENTATION Encampments and the Unhoused OR FOIP ACT Changes (Location: Pembina Room) Details TBD. Presented by: TBD</p>		
2:45 pm – 3 pm	<p align="center">Health Break: Coffee & Tea with Cookies **SILENT AUCTION CLOSSES (pay at Registration table)</p>		
3 pm – 4:30 pm	<p align="center">PRESENTATION Collectivity OR Individuality (Location: Pembina Room) Info TBD Presented by: Dr Leroy Little Bear, University of Lethbridge</p>		
4:30 pm – 4:50 pm	<p align="center">PRESENTATION Governance E-Learning Update (Location: Pembina Room) Changes to online training module & how to register Presented by: Wendy Moshuk, Ministry of Public Safety & Emergency Services</p>		
4:50 pm – 5 pm	<p align="center">CLOSING ADDRESS (Location: Pembina Room) Please fill out Evaluation Forms!</p>		



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

AGENDA ITEM:

4.1

COUNCIL MEETING DATE:

January 28, 2025

ITEM DESCRIPTION OR TITLE

Fort Saskatchewan & District Chamber Trade Show

RECOMMENDATION

THAT Council accept the Fort Saskatchewan & District Chamber Trade Show update as information.

BACKGROUND

The 2025 Fort Saskatchewan & District Chamber of Commerce Trade Show and Market will be hosted at the Dow Centennial Center, April 25-27, 2025. Administration has booked a table for the event at the reduced early bird rate. This event aligns with our efforts to promote what the Town of Lamont has to offer. This will be a great opportunity to showcase the great facilities, parks, community events, businesses, and the development opportunities in Lamont.

Administration will prepare promotional items for the Trade Show and create a staffing schedule. As the event runs over 3 days, we would ask for Council to assist in showcasing our great community by filling some of the scheduled times throughout the event. This will be coordinated VIA email.

COMMUNICATIONS

Create promotional items for the event

IMPLICATIONS OF DECISION

Community Promotion
Economic Development
Facility Promotion

FINANCIAL IMPLICATIONS

\$504.00 from operations budget



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

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy 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:

4.2

COUNCIL MEETING DATE:
January 28, 2025

ITEM DESCRIPTION OR TITLE

Appointment of Returning Officer & Substitute Returning Officer

RECOMMENDATION

THAT Council appoint Betty Malica, to act as Returning Officer and Dawn Nielsen to act as Substitute Returning Officer for the 2025 Municipal Election.

BACKGROUND

The Local Authorities Election Act (LAEA) has been recently amended and therefore there will be adjustments required to ensure alignment with current legislation.

As per section 13 the LAEA, a Returning Officer may be appointed for the purposes of conducting municipal elections. No functions of a Returning Officer may be taken until the appointment is in place. The nomination date was one adjustment that was made. Nomination papers can now be accepted from January 1, 2025, or the next business day, to September 22, 2025, at noon. Any Nomination papers are received and processed by a Returning Officer. Therefore, it is recommended that Betty Malica is appointed Returning Officer for the upcoming election. Further, election operations are not delayed so we also appoint Dawn Nielsen as Substitute Returning Officer.

COMMUNICATIONS

An election section has been created on the Town's website and will be updated as more information (such as forms and guides for prospective candidates etc...) as it is made available by the Province. Contact information for both appointments will be included as well.

IMPLICATIONS OF DECISION

By having both appointments, this provides confidence in the election process, as there are two (2) individuals who share the same training and information that can step in if an absence occurs.

FINANCIAL IMPLICATIONS

Election costs will be included within the 2025 budget.

POLICY AND/OR LEGISLATIVE REFERENCES

Local Authorities Election Act, section 13 & 14



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

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy, 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: 4.3

COUNCIL MEETING DATE:
January 28, 2025

ITEM DESCRIPTION OR TITLE

Bylaw 02/25 Elections

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 02/25, Elections.
2. **THAT** Council give second reading to Bylaw 02/25, Elections.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 02/25, Elections.
4. **THAT** Council give third reading to Bylaw 02/25, Elections.

BACKGROUND

With the recent changes to Bill 20 and impacts on the Elections Bylaw, administration is proposing the changes highlighted in yellow on the attached Bylaw 02/25 Elections. The Bylaw has been updated to provide more clarification on submissions of candidate nominations, deposit and refund of deposits, the permitted or not permitted Electoral Signage/materials, and updates to the mandatory orientation training.

COMMUNICATIONS

If approved, the bylaw will be added to the election page on the Town's website which is regularly updated as information becomes available.

IMPLICATIONS OF DECISION

Ensure the election is in line with the Local Authorities Election Act (LAEA)

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Local authorities Elections Act
MGA




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

ATTACHMENTS

1. Bylaw 02/25, Elections

Report Prepared By: Betty Malica, Administrative Assistant

Approved by Interim CAO: 

TOWN OF LAMONT

BYLAW 02/25



BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE REGULATIONS FOR THE ADMINISTRATION OF ELECTIONS IN THE MUNICIPALITY.

WHEREAS pursuant to the Local Authorities Election Act, being Chapter L-21, of the Revised Statutes of Alberta 2000, and amendments thereto and the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta 2000 and amendments thereto provide authority for the Town of Lamont to regulate such matters.

NOW THEREFORE the Council of the Town of Lamont hereby enacts as follows:

1. **BYLAW TITLE**

- a. This Bylaw is known as the "Elections Bylaw".

2. **DEFINITIONS**

For the purposes of this Bylaw:

- a. "Act" means the *Municipal Government Act* RSA 2000, c.M-26.
- b. "Advance Vote" means additional voting dates in advance of Election Day.
- c. "Ballot" means the part of a printed or electronically produced Ballot card, which indicates the office to be voted on, the names of the Candidates, the bylaw name and number, or the question if any, and containing the spaces in which the Elector is to mark their vote.
- d. "Ballot Box" means a container, in a form approved by the Returning Officer, intended to contain the completed Ballots.
- e. "Candidate" means an individual running for the position of:
 - i. Mayor or Councillor in a municipal Election or by-Election.
 - ii. School Trustee in the Elk Island Public School Division #14 or positions in other provincial or federal office.
- f. "Town" means the municipal corporation of the Town of Lamont, in the Province of Alberta.
- g. "Town Manager" means the Town's Chief Administrative Officer or designate.
- h. "Council" means the municipal Council of the Town of Lamont, elected pursuant to the LAEA.
- i. "Counting Centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of Election results.

**TOWN OF LAMONT
BYLAW 02/25**

- j. "Deputy" means any person who has been appointed as a Deputy Returning Officer by the Returning Officer to assist with conducting an Election, pursuant to the LAEA.
- k. "Elector" means a person eligible under the LAEA to vote in an Election.
- l. "Election" means any Election, by-Election, or vote on a bylaw or question held to elect the position of Mayor, Councillor, and/or School Trustee, and/or to determine a vote on a bylaw or question, in any combination.
- m. "Election Day" means the third Monday in October in a municipal Election year, pursuant to the LAEA, or a day set for holding a by-Election, or vote on a bylaw or question.
- n. "Institutional Voting" means voting which may be established for Electors who reside at an institution who are physically unable to attend a voting station on an Advance Vote date or Election Day and includes eligible Electors of a supportive living facility or lodge accommodation in the Town.
- o. "LAEA" means Local Authorities Election Act, RSA 2000, C L-21, and any regulations, as amended.
- p. "Marking Device" means a writing instrument approved by the Returning Officer for use by an Elector to mark a Ballot card.
- q. "Nominations" means the nomination papers in an acceptable form, to be submitted by a Candidate during the Nomination Period, pursuant to the LAEA.
- r. "Nomination Day" means the day which is 4 weeks prior to Election Day, and the last opportunity for a Candidate to submit their Nomination to the Returning Officer, pursuant to the LAEA.
- s. "Nomination Period" means the start and end dates of when Candidates may submit a Nomination and shall begin on January 1 in a year in which a general election is to be held and end at 12:00 noon on Nomination Day, or as permitted by the LAEA.
- t. "Nomination Form" means the form for candidates as prescribed under the LAEA.
- u. "Portable Ballot Box" means a container for completed Ballot cards, in the form approved by the Returning Officer.
- v. "Presiding Deputy" means the person appointed to such position by the Returning Officer to assist with an Election, and who has been designated to oversee the operations of the Election at a designated voting station.
- w. "Returning Officer" means the person who shall carry out the provisions of the LAEA as required.

**TOWN OF LAMONT
BYLAW 02/25**

- x. "Special Ballot" means a Ballot which may be provided to Electors who are unable to vote at an Advance Vote or vote on Election Day, pursuant to the LAEA.
- y. "Voting Compartment" means an area designated at a voting station for Electors to use the marking of their Ballot.

3. RETURNING OFFICER

- a. The Returning Officer for the Town is appointed for the purpose of conducting Elections under the LAEA.
- b. The Deputy CAO is hereby appointed as the Town's substitute Returning Officer, should the Returning Officer be unavailable or unable to fulfill their duties.
- c. The Returning Officer is authorized to negotiate agreements on behalf of the Town for the conduct of elections for school divisions or any other elected authorities.

4. NOMINATIONS

- a. Candidates running for the offices of Mayor or Councillor may file their nomination to the Returning Officer or **Substitute Returning Officer**, located at Town Administration Building during the Nomination Period, beginning January 1 and ending at 12:00 noon on Nomination Day which is 4 weeks prior to election day. Except on statutory holidays no nominations will be accepted.
 - i. It is the responsibility of the Candidates to ensure their Nomination is received and has been accepted by the Returning Officer or **Substitute Returning Officer** prior to the close of Nomination Day.
- b. Each Nomination must be signed by a minimum of 5 Electors eligible to vote in that Election and are a resident of the Town of Lamont, pursuant to the LAEA.
- c. Every Nomination Form for a candidate running for office shall be accompanied by a deposit of One Hundred Dollars (\$100.00).
- d. **The deposit shall be provided to the Returning Officer or Substitute Returning Officer by way of cash, certified cheque, money order, debit card or credit card options only. During Covid-19 In-person payments using debit or credit card will only be accepted for the 2021 general election year.**
- e. **The candidate's deposit shall be returned to the candidate if the candidate is declared elected or if the candidate obtains a number of votes at least equal to half (1/2) of the total votes for the candidate elected to office with the least number of votes or if the candidate withdraws as a candidate in accordance with section 32 of the LAEA.**
- f. **The candidate elected to office must complete orientation training within 90 days after the councilor takes the oath of office as a result of the general election or any subsequent by-election, pursuant to the MGA.**

**TOWN OF LAMONT
BYLAW 02/25**

5. VOTING STATION

- a. The Returning Officer shall be authorized to designate the number and locations of voting stations and may alter or create additional voting stations if the changes are made before notice of Election is given.

6. BALLOTS

- a. The Returning Officer shall be responsible for ensuring that Ballots are produced in accordance with the LAEA.
- b. sufficient number of Ballots shall be printed to ensure that there are enough ballots available for each eligible Elector who wishes to vote.
- c. Each Ballot shall:
 - i. set out the offices to be voted on in the Election, the Candidates for each office, and any bylaws or questions that are to be put to a vote of the Electors in the Election;
 - ii. contain a brief explanatory note stating the maximum number of Candidates for each office for which an Elector can vote without making the Ballot void; and
 - iii. provide a space for the Elector to mark the Elector's vote beside each Candidate or vote on a question.
- d. A single Ballot may contain any of the offices, questions, and bylaws to be voted on in the Election.
- e. The area of each office, bylaw and question shall be clearly designated on the Ballot.
- f. The Ballot may include the following, in an order to be determined by the Returning Officer:
 - i. Candidates for the office of Mayor;
 - ii. Candidates for the office of Councillor;
 - iii. Candidates for the office of Public School Trustee;
 - iv. Questions that may be put to the Electors under the Municipal Government Act (MGA) or any other enactment;
 - v. Bylaws that may be voted on by the Electors under the MGA, or any other enactment; and

**TOWN OF LAMONT
BYLAW 02/25**

- vi. Candidates or questions for Provincial or Federal Government, as may be required.
- g. Candidate's names shall be listed on the Ballots alphabetically by last name. Each last name shall be capitalized and bolded.

7. Electoral Signage/Materials- Permitted or not Permitted

- a. Electoral Signage/materials of any sort is not permitted on private or public property within 2 blocks in any direction of the voting stations on Election Day.
- b. Electoral Signage/Materials must be removed within in its entirety within 24hrs after the election has concluded.

8. ADVANCED VOTING

- a. The Returning Officer is authorized to conduct an Advance Vote on any vote held for an Election or vote on a bylaw or question within the Town, pursuant to the LAEA.
- b. The Returning Officer is authorized to set appropriate dates, times, locations, and forms for conducting Advance Votes.

9. INSTITUTIONAL VOTING

- a. Returning Officer is authorized and may designate appropriate dates, times, and locations for Institutional Voting for the purpose of conducting an Election.
- b. The Returning Officer is authorized to designate appropriate staff to assist with conducting an Election at an institution.
- c. The Returning Officer shall determine the type of Ballot Boxes used for the purpose of conducting an Institutional Vote.

10. SPECIAL BALLOTS

- a. The Returning Officer may make Special Ballots available to those Electors who are unable to vote at an Advance Vote or on Election Day due to:
 - i. physical disability;
 - ii. absence from the local jurisdiction;
 - iii. being a Returning Officer, Deputy, or other individual who may be participating in or located at a voting station away from the local jurisdiction where the Elector resides; or
 - iv. pursuant to additional provisions in accordance with the LAEA.

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BYLAW 02/25**

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Initials

- b. Electors who wish to request a Special Ballot may do so by submitting a request to the Returning Officer, using one of the following methods:
 - i. in writing;
 - ii. by telephone;
 - iii. by fax;
 - iv. in person;
 - v. by e-mail; or
 - vi. by secure website.

- c. Electors who wish to make application for a Special Ballot in accordance with this Bylaw, shall provide the Elector's:
 - i. first and last name;
 - ii. residential municipal address;
 - iii. school Elector status, if voting for Public School Trustee;
 - iv. mailing address for delivery of the Special Ballot;
 - v. contact phone number;
 - vi. e-mail address; and
 - vii. reason why the Special Ballot is requested.

- d. Electors who wish to submit a request for a Special Ballot may do so prior to Election Day, ensuring they have sufficient time for its return, pursuant to this Bylaw.

- e. Special Ballots which have been provided to Electors must be received by the Returning Officer at the Town Administration Office no later than 4:00 p.m. on Election Day.

- f. Valid Special Ballots will be counted at the Counting Centre on Election Day, and then stored in a Ballot Box. If the number of Ballots is such that the identity of an Elector could be compromised, the Special Ballots may be amalgamated with the Advance Vote Ballots.

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**TOWN OF LAMONT
BYLAW 02/25**

11. VOTING HOURS ON ELECTION DAY

- a. The Town's voting stations shall open promptly at 10:00 a.m. on Election Day and shall remain open until 8:00 p.m.
- b. The Presiding Deputy shall determine when it is 10:00 a.m., and when it is 8:00 p.m.
- c. Promptly at 8:00 p.m. on Election Day, the Presiding Deputy in the presence of at least one other Deputy, shall declare the voting station closed.
- d. If there are Electors remaining within the voting station at the time it is declared closed, they shall be permitted to proceed with the voting process. No other person shall be allowed to enter the voting station after it is declared closed.

12. VOTING PROCEDURES

- a. Pursuant to the LAEA, Electors shall provide acceptable forms of identification prior to commencing the voting process. This Bylaw authorizes the following additional form of identification for Electors when voting at an Institutional Vote:
 - i. correspondence issued by an institution attesting to the Elector's residency.
- b. each Elector shall be given one Ballot, which has been initialed by a Deputy.
- c. Upon receiving the Ballot, the Elector shall proceed to the Voting Compartment to vote.
- d. The Elector shall:
 - i. only mark the Ballot in the voting Compartment; and
 - ii. only use the Marking Devices provided to mark the Ballot.
- e. The Elector shall mark the Ballot as follows:
 - i. marking an X or check mark in the circle on the Ballot next to the Candidate name clearly marking the Elector's choice, or if there is more than one vacancy, the Candidates of the Elector's choice; and
 - ii. where the Ballot is on a bylaw or question, marking an X or check mark in the circle on the Ballot next to the Elector's choice.
- f. After the Elector has finished marking the Ballot, they shall:
 - i. fold the ballot as they received it as not to disclose any markings on the Ballot; and
 - ii. leave the Voting Compartment and deliver the Ballot to the Deputy supervising the Ballot Box.

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BYLAW 02/25**

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Initials

- iii. The Elector shall mark the Ballot as follows:
 - iv. marking an X or check mark in the circle on the Ballot next to the Candidate name clearly marking the Elector's choice, or if there is more than one vacancy, the Candidates of the Elector's choice: and
 - v. where the Ballot is on a bylaw or question, marking an X or check mark in the circle on the Ballot next to the Elector's choice.
- g. After the Elector has finished marking the Ballot, they shall:
 - i. fold the ballot as they received it as not to disclose any markings on the Ballot; and
 - ii. leave the Voting Compartment and deliver the Ballot to the Deputy supervising the Ballot Box.
- h. The Deputy supervising the Ballot Box shall insert the marked Ballot into the box without exposing the marks made on the Ballot by the Elector.
- i. When the Elector's Ballot has been accepted and deposited into the Ballot Box, the Elector shall leave the voting station.
- j. The voting procedures prescribed in this Section also apply during an Advance Vote and Institutional Vote. However, if not practicable procedures may be modified at the discretion of the Returning Officer or Presiding Deputy.

13. REJECTED BALLOTS

- a. A Ballot shall be void and not counted in the Election results if:
 - i. the Ballot does not bear the initials of the Deputy who issued the Ballot;
 - ii. the Ballot has been torn, defaced, or used in such a way by an Elector, that the Elector could be identified;
 - iii. the Ballot has not been marked by the Elector;
 - iv. the Ballot has been marked outside of the space, designated next to the Candidate; or
 - v. the Ballot cannot be read by the Returning Officer.
- b. The votes on a Ballot which have been completed incorrectly may be void and not counted in the Election results if:
 - i. the Ballot has been marked for more Candidates than offices to be filled; or

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- ii. in the event of a bylaw or question, the Ballot has been marked both in the affirmative and the negative.
- c. If an Elector has made an error in marking the Ballot, the Elector may return the Ballot to the Deputy who they received it from and request a new Ballot.
- d. If a Ballot is rejected, the Elector may request another Ballot. If the Elector refuses to request another Ballot, the Deputy shall on the back of the ballot endorse "rejected" and it shall not be counted. All rejected Ballots must be kept in a separate envelope tallied on Form 19 and sealed in the ballot box.

14. COUNTING CENTRE

- a. The Returning Officer shall ensure the Counting Centre is secure from unauthorized personnel who are not entitled to be present during the processing and tabulation of results.
- b. The Returning Officer shall preside at the Counting Centre and shall:
 - i. receive all sealed Ballot Boxes;
 - ii. record receipt of Ballot Boxes;
 - iii. verify the Ballot Box has a seal intact, which has been initialed.
- c. The Returning Officer may delegate any of the duties under this Section to a Deputy.

15. POST-VOTING PROCEDURE

- a. Following the close of the voting station and all Electors have voted, the Presiding Deputy with the assistance of Deputies shall:
 - i. count the unused Ballots, voting registers, and all statements required under the LAEA in an empty Ballot Box;
 - ii. complete the Ballot account, to be signed by the Presiding Deputy;
 - iii. seal and initial each Ballot Box containing marked Ballots, unused, rejected, and spoiled Ballots, and all statements required under the LAEA, as well as the ballot account form; and
 - iv. deliver the sealed Ballot Box to the Returning Officer.
- b. The Returning Officer or designated Deputy at the Counting Centre shall insert those Ballots which were taken for a specific Election date, e.g., for Advance Votes or Special Ballots. Ensure the ballot box is secure and no other ballots can be inserted. The Returning Officer or Deputy shall:

**TOWN OF LAMONT
BYLAW 02/25**

- I. complete the Ballot account, to be signed by the Returning Officer; and
 - ii. seal the Ballot Box containing the marked Ballots and ballot account.
- c. The Returning Officer shall review and verify the Ballot accounts from each voting station, Advance Vote, Institutional Vote, and Special Ballots received pursuant to this Bylaw, and shall produce a cumulative tally of all valid Ballots.
 - d. Upon completion of the count for all Election results, the Returning Officer shall retain the tallied ballots pursuant to the LAEA, or Provincial or Federal legislation relating to the retention of Election materials.

16. RECOUNT BY RETURNING OFFICER

- a. If the Returning Officer conducts a recount pursuant to the LAEA, the valid Ballots shall be recounted manually, unless the Returning Officer deems otherwise.

17. GENERAL

- a. References to provisions of statute, rules or regulations shall be deemed to include references to such provisions as amended, modified, or re-enacted from time to time.
- b. All references in this Bylaw shall be read with such changes in number and gender as may be appropriate, and references shall be read as a corporation or partnership, and pronouns shall be deemed not to be gender specific.
- c. Nothing in this Bylaw relieves any person from compliance with any other bylaw, enactment, or applicable federal or provincial legislation.
- d. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.

18. SEVERABILITY

- a. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.

19. TRANSITIONAL

- a. That Bylaw 02/21 is hereby repealed.

**TOWN OF LAMONT
BYLAW 02/25**

20. EFFECTIVE DATE

- a. That this Bylaw shall come into force and take effect upon the date of third reading and is duly signed.

READ A FIRST TIME THIS DAY OF

READ A SECOND TIME THIS DAY OF

READ A THIRD TIME AND PASSED THIS DAY OF

Mayor

Chief Administrative Officer

Date signed



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

AGENDA ITEM:

4.4

COUNCIL MEETING DATE:
January 28, 2025

ITEM DESCRIPTION OR TITLE

Intermunicipal Collaboration Framework and Intermunicipal Development Plan Extension

RECOMMENDATION

THAT Council direct administration to exercise the Intermunicipal Collaboration Framework Amendment agreement.

BACKGROUND

The Intermunicipal Collaboration Framework agreement and the Intermunicipal Development Plan with Lamont County were adopted in 2020 and are due for review in 2025.

Administration received a letter from Lamont County in the fall of 2024 requesting an extension to the Intermunicipal Collaboration Framework Agreement review. This request was made due to the Government of Alberta notice that legislative amendments impacting these agreements would be announced recommending municipalities extend their agreements as per ministerial order NO. MSD:024/23 stating the review must take place every 7 years instead of 5 years. This will provide time to accommodate any amendments to the framework.

As part of the letter, Lamont County is asking if the Town of Lamont would like to propose any amendments to the Intermunicipal Development Plan. Administration has been working with Lamont County on development strategies and after review of the document administration has not identified any proposed changes to bring forward currently.

COMMUNICATIONS

Notify Lamont County of Councils decision and exercise the ICF Amending Agreement.
Notify if any proposed amendments to the Intermunicipal Development Plan.

IMPLICATIONS OF DECISION

The ICF Amending Agreement will ensure any changes to Intermunicipal Collaboration Framework do not conflict with legislative amendments.

FINANCIAL IMPLICATIONS

N/A



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

POLICY AND/OR LEGISLATIVE REFERENCES

- Intermunicipal Collaboration Framework Agreement
- Municipal Government Act (MGA)
- Ministerial Order No. MSD:024/23
- BYLAW 03/20 Intermunicipal Development Plan for the Town of Lamont and Lamont County.

ATTACHMENTS

- 2025 ICF Amending Agreement.
- Lamont County Letter.

Report Prepared By: Tyler Edworthy- CAO

Approved by CAO:

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

AMENDING AGREEMENT entered into this ____ day of _____, 2025.

BETWEEN:

LAMONT COUNTY
(hereinafter referred to as the “County”)

- and -

TOWN OF LAMONT
(hereinafter referred to as the “Town”)

ICF AMENDING AGREEMENT

WHEREAS the County and the Town have entered into an Intermunicipal Collaboration Framework dated March 2020 (the “ICF”); and

AND WHEREAS Ministerial Order No. MSD: 024/23 provides that the date by which a municipality must review an intermunicipal collaboration framework is amended from at least every five years to at least every seven years (the “Ministerial Order”);

AND WHEREAS the County and the Town wish to amend the ICF to reflect the extended timeline in the Ministerial Order to review the ICF.

NOW THEREFORE the County and the Town covenant and agree with each other as follows:

1. Section B(3) of the ICF is replaced with the following:

It is agreed by the Municipalities that the Councils shall review at least once every seven years, commencing no later than 2027, the terms and conditions of the agreement.

2. Except for the foregoing amendment, the ICF shall continue in full force and effect and binding in accordance with its terms.

[Signature Page to Follow]

IN WITNESS WHEREOF the County and the Town have affixed their corporate seals as attested by their duly authorized signing officers as of the first day above written.

TOWN OF LAMONT

LAMONT COUNTY

Mayor

Reeve

Chief Administrative Officer

Chief Administrative Officer

DRAFT



September 23, 2024

DELIVERED VIA EMAIL

To: Tyler Edworthy, Chief Administrative Officer

Re: Intermunicipal Collaboration Framework and Intermunicipal Development Plan Extensions

Lamont County is reaching out to Town of Lamont as part of its business planning for 2025. The Town of Lamont and Lamont County Intermunicipal Collaboration Framework agreement and Town of Lamont and Lamont County Intermunicipal Development Plan were adopted in 2020 and are due for review per these agreements. Despite these timelines, there has been guidance received from the Government of Alberta that may affect the updates of these documents, and therefore Lamont County Administration needs your feedback to prepare for potential extensions and where necessary amendments.

Intermunicipal Collaboration Framework (ICF)

ICFs are required between municipalities as outlined in Part 17.2 of the *Municipal Government Act*, with the requirement to review agreements every five years, putting the next review of the subject ICF at March 2025. In March 2024, the Government of Alberta provided notice to municipalities that updates to legislation are forthcoming and recommended municipalities extend existing ICFs for a period of two years to accommodate said amendments. This extension is authorized by Ministerial Order MSD: 024/23.

Lamont County is prepared to bring forward bylaw to amend the ICF with Town of Lamont to extend the term to March 2027. This timeframe also aligns well with completion of the Fire Services Master Plan and extended Recreations Cost Sharing Agreements. Lamont County would like concurrence from the Town to proceed. If you are in agreement with the extension, we request your response and the approximate timelines for taking the extension resolution to Council.

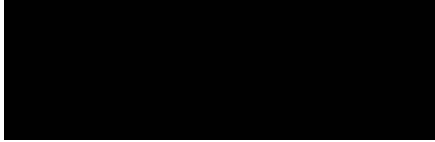
Intermunicipal Development Plan (IDP)

The Town of Lamont and Lamont County Intermunicipal Development Plan was also adopted in June 2020 and specifies that the municipalities hold a comprehensive review of the document every five years. Amendments to Municipal Government Act Section 631(2) also now provide a process for two municipalities to revoke the requirement for an IDP upon agreement of both (through a notification procedure).

Should your municipality have amendments to the IDP in mind, please contact Lamont County so that we can plan for resources to be allocated for this work.

To coordinate update of these documents with Lamont County, please contact Debra Irving, Planning and Community Services Director at debra.i@lamontcounty.ca or by calling (780) 895-2233, ext. 213.

Sincerely,



Peter Tarnawsky
Chief Administrative Officer



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

AGENDA ITEM:

4.5

COUNCIL MEETING DATE:
January 28, 2025

ITEM DESCRIPTION OR TITLE

2025 Affordable Housing

RECOMMENDATION

THAT Council under Section 363(2) of the Municipal Government Act (MGA) direct administration to make properties identified under Section 1(a) of the Alberta Housing Act “affordable housing accommodation” subject to municipal taxation and include in the authorized rates of taxation to be levied and presented to Council as part of the 2025 taxation By-law.

BACKGROUND

Bill 20, the Municipal Affairs Amendment Act, received Royal Assent May 29, 2024, outlining amendments to Section 363 of the *Municipal Government Act* (MGA), to address the taxation status of affordable housing accommodations identified in Ministerial Order No. 2024-011. These changes will be effective January 1, 2025, properties designated as "affordable housing accommodation" under the Alberta Housing Act will be automatically exempt from municipal taxation. This change aims to support affordable housing initiatives by reducing the financial burden on such properties. Administration has identified one property that falls under this amendment Roll #44700.

However, municipal councils retain the authority to pass a bylaw under section 363(2) of the MGA to make these properties taxable for municipal purposes if they choose. It's important to note that even if a council enacts such a bylaw, the property will remain exempt from provincial requisitions.

These amendments are part of broader legislative efforts to encourage residential development and the provision of housing for the general benefit of municipalities. Municipalities now have the power to create tax incentives to promote the development of residential properties, including rental apartment complexes, through tax incentive bylaws.

For detailed information on these legislative changes, you can refer to the Municipal Affairs Statutes Amendment Act, 2024, available on the Legislative Assembly of Alberta's website.

COMMUNICATIONS

- Identify changes through operational budget presentation
- 2025 Taxation By-law will reflect the recommended motion.



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

FINANCIAL IMPLICATIONS

Analysis:

Based on roll# 044700.

2024	2024 Levy	Assessment	Tax Rate
General Municipal	\$ 23,388	2,027,200	11.53687
Alberta School Foundation (ASFF)	4,994	2,027,200	2.46340
Lamont County Housing Foundation	1,184	2,027,200	0.58402
Total	\$ 29,565	\$ 2,027,200	

If Council chooses not to proceed with this motion, a revenue impact of \$23, 388 based on 2024 taxation will be realized in future tax years.

POLICY AND/OR LEGISLATIVE REFERENCES

- Section 363 of MGA
- Alberta Housing Act
- Ministerial Order No. 2024-011

ATTACHMENTS

- N/A

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:



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

AGENDA ITEM:

4.6

COUNCIL MEETING DATE:
January 28, 2025

ITEM DESCRIPTION OR TITLE

Town of Lamont- 2025 Capital Works Program

RECOMMENDATION

THAT Council approve the 2025 Capital Works Funding Request as presented.

BACKGROUND

On November 26, 2024, Council approved the 2025 capital plan priorities that identified 46 Street, phase 2 and 3 as top priorities. This project includes watermain being moved into the roadway water and sewer service replacements and full road reconstruction. The project budget identified for this project is \$1,450,00.

Administration is requesting Council approve \$36,600 of the 2025 capital budget to complete the detailed design and tender preparation for 46 Street phase 2 and 3. The tender will state that the project is contingent on final funding approval through the operational budget. This will provide the required information and tender documents to post in time for the 2025 construction season.

COMMUNICATIONS

Have Select Engineering Complete the detailed design work.
Post tender documents with clause stating the 2025 Capital Works Program is contingent on approved funding.

IMPLICATIONS OF DECISION

Posting the tender without detailed design may cause inaccurate proposal submissions and construction delays.

The tender can be posted before budget approval, to ensure contractor is selected in time for the 2025 construction season.

FINANCIAL IMPLICATIONS

\$36,600 from the 2025 capital budget.



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

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan- Goal: Demonstrate leadership in fiscal management and prioritization.

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy CAO

Approved by CAO:

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



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

AGENDA ITEM:

4.7

COUNCIL MEETING DATE:
January 28, 2025

ITEM DESCRIPTION OR TITLE

G & P 2025 3-Year Operational Priorities

RECOMMENDATION

THAT Council call a Governance and Priorities committee meeting on March 13, 2025, and if required March 18, 2025, at 6:30 pm to discuss the 2025 and 3-Year 2026 through 2028 operational priorities and budget impacts.

THAT Council call a Governance and Priorities committee meeting on March __, 2025, and if required March __, 2025, at ____ to discuss the 2025 and 3-Year 2026 through 2028 operational priorities and budget impacts.

BACKGROUND

The Municipal Government Act (MGA) requires that the Town Council review and approve a 3-year operational plan and annual operational budget each year.

The 3-year operational priorities will impact the 2025 operational budget. To ensure appropriate approvals are in place administration has provided the proposed dates to review findings from the community priorities survey, 3-year operational priorities and budget impacts and provide time for the operational budget preparation for Council on April 8, 2025, as illustrated on the schedule below:

- February 15, 2025, Community Priorities Survey closes.
- Provide survey results to Council February 25, 2025.
- Council returns operational project requests to administration March 7, 2025.
- Governance and Priorities Committee meetings March 13, 2025, and if required March 18, 2025.
- Draft Budget presented to Council March 25, 2025.
- 2025 operational budget and 3-year operational plan presented to Council April 8, 2025.
- 2025 operational budget and 3-year operational plan final edits presentation and approval from Council April 22, 2025.

COMMUNICATIONS

Post Governance and Priority Meeting agenda packages.



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

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 242, MGA Section 243, MGA Section 283

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy 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:
January 28, 2025

ITEM DESCRIPTION OR TITLE
CAO/ Council Covenant

RECOMMENDATION

THAT Council Direct administration to include the development of a CAO/ Council covenant in the 2025 Council orientation to be held in October 2025 for further input.

Or

THAT Council Direct administration to include the research and report on the use of a CAO/ Council covenant in relation to include in the Council orientation.

BACKGROUND

As per section 13 of bylaw 06/24 a notice of motion was submitted to administration to be brought to the January 14, 2025, Council meeting. "That administration be directed to research and provide a report on the development and use of a CAO/Council covenant in relation to a Council orientation and operations".

Administration has provided 2 options for Council consideration in relation to the Notice of Motion.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

- Maintain positive CAO/ Council relations.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

- Bylaw 06/24, Procedural Bylaw



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

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy, CAO

Approved by CAO:

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



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: Jan 28, 2025

ELECTED OFFICIAL: Linda Sieker

PERIOD, Jan 14 ,2024 – Jan 28 ,2025

Boards and Committees:

- **Jan 27 – Lamont County Housing Foundation Meeting**
- **Jan 23 – Lamont County Housing Foundation Special Meeting**
- **Jan 20 – Parks & Recreation Meeting**

Town of Lamont Business:

Professional Development (Workshops & Conferences)

Lamont Functions and Events:

- **Jan 18 – Lamont Light Up Appreciation**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: January 28, 2025

ELECTED OFFICIAL: Colleen Holowaychuk

REPORT PERIOD: January 14 – January 28, 2025

Boards and Committees:

- January 21, 2025 – LHS Parent Council Meeting
- January 23, 2025 – LES Parent Council Meeting
- January 28, 2025 – RhPAP Meeting

Town of Lamont Business:

- NA

Professional Development (Workshops & Conferences):

- NA

Lamont Functions and Events:

- NA



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: January 28, 2025

ELECTED OFFICIAL: Dave Taylor

REPORT PERIOD: January 1 – January 28, 2025

Boards and Committees:

- January 9, 2025 – JSBRWC Board Meeting
- January 20, 2025 – Parks & Recreation Committee meeting

Town of Lamont Business:

-

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:

-

CAO REPORT

FOR THE PERIOD ENDING January 28, 2025

HIGHLIGHTS:

Jan 15-25

- Weekly admin team meeting

Jan 16-25

- All Staff & Safety meeting

Jan 20-25

- JUPA Meeting

Jan 21-25

- Construction Source Ad meeting

Jan 22-25

- Admin Team Meeting
- Annual Hazard ID review

Jan 23-25

- VETS HVAC meeting
- CamTrac Meeting

Jan 27-25

- Feasibility Study Workshop

Jan 28-25

- RhPAP Meeting

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING January 28, 2025

HIGHLIGHTS

STAFF

- Weekly operations meeting Thursday's
- All staff meeting Jan 16-25.

Facilities

- 10 facility bookings since Jan 14, 2025. (2 Weeks)
- Ice Season Ongoing- 1 Tournament.
- Feasibility Study Workshop

Transportation Maintenance

- Snow squall & extreme changes in temperature road maintenance.
- Snow hauling
- Alley clearing.
- Drainage clearing.

Parks & Recreation

- Pathway clearing
- Parks Garbage pick-up.
- Christmas Tree Pick Up Jan 16-25

Utilities

- Water and Sanitary year end reports
- Sewer Flushing.
- Meter replacements.

Projects & Requests:

Description	2024 Budget	Targeted Amount		2024 Actual Dec.	Variance	% of Completion	Increase/		Percentage	Note
		Dec.	Dec.				2024 - Dec.	2023 - Dec.		
REVENUE										
General Revenue	(3,144,003)	(3,144,003)	(3,169,345)	25,342	101%	86,772	(30,649)	117,421	-383%	
Administration	(289,534)	(289,534)	(291,961)	2,427	101%	(2,914)	(9,345)	6,431	-69%	
By Law	(6,500)	(6,500)	(5,065)	(1,435)	78%	(480)	(224)	(256)	114%	
Strs. & Road	(447,065)	(447,065)	(598,441)	151,376	134%	0	(2,570)	2,570	-100%	
Water	(596,200)	(596,200)	(598,327)	2,127	100%	(96,846)	(89,415)	(7,431)	8%	
Sewer	(179,884)	(179,884)	(183,912)	4,028	102%	(26,699)	(26,558)	(141)	1%	
Garbage	(360,020)	(360,020)	(369,230)	9,210	103%	(61,385)	(59,540)	(1,845)	3%	
Cemetery	(1,600)	(1,600)	(600)	(1,000)	38%	0	0	0	0%	
Planning & Subdivision	(2,000)	(2,000)	(2,081)	81	104%	(25)	0	(25)	0%	
Hall	(13,000)	(13,000)	(13,265)	265	102%	(1,849)	(2,024)	175	-9%	
Arena	(161,969)	(161,969)	(184,996)	23,027	114%	(18,999)	(13,470)	(5,529)	41%	
Park	(7,106)	(7,106)	(16,758)	9,652	236%	(10,000)	0	(10,000)	0%	
Curling Rink	(500)	(500)	(650)	150	130%	0	0	0	0%	
TOTAL REVENUE	(5,209,381)	(5,209,381)	(5,434,630)	225,249	104%	(132,426)	(233,796)	101,370	0%	
EXPENSE										
Council	150,241	150,241	135,030	15,211	90%	9,975	9,823	151	2%	
Administration	776,487	776,487	725,727	50,760	93%	43,025	69,610	(26,585)	-38%	
Fire	44,190	44,190	42,437	1,753	96%	10,124	3,601	6,524	181%	
Disaster Service	4,110	4,110	2,610	1,500	64%	0	0	0	0%	
By-Law	126,230	126,230	115,785	10,445	92%	71,207	2,814	68,393	2431%	
Public Work	223,310	223,310	211,533	11,777	95%	18,642	20,337	(1,696)	-8%	
Street & Road	490,461	490,461	468,248	22,213	95%	118,523	48,390	70,133	145%	
Storm Sewer	10,500	10,500	9,376	1,124	89%	0	4,330	(4,330)	-100%	
Water	589,828	589,828	541,212	48,617	92%	63,741	82,166	(18,425)	-22%	
Sewer	70,254	70,254	64,654	5,600	92%	21,085	7,730	13,355	173%	
Garbage	299,266	299,266	304,793	-5,527	102%	41,653	26,116	15,538	59%	
Family Community & Cemetery	27,182	27,182	26,282	900	97%	0	0	0	0%	
Town Beautification	19,500	19,500	16,313	3,187	84%	1,777	0	1,777	0%	
Planning & Subdivision	64,480	64,480	30,578	33,902	47%	46,227	3,821	42,406	1110%	
Hall	150,142	150,142	131,216	18,926	87%	24,190	22,385	1,806	8%	
Arena	326,221	326,221	306,352	19,869	94%	41,344	40,965	379	1%	
Park	169,799	169,799	177,060	-7,261	104%	4,579	6,956	(2,378)	-34%	
Curling Rink	49,709	49,709	52,182	-2,473	105%	9,322	323	8,999	2782%	
FCSS & School Fund	568,606	568,606	568,605	1	100%	113,293	103,771	9,523	9%	
Total Expense	4,160,516	4,160,516	3,929,993	230,523	94%	638,708	453,138	185,570	41%	



TOWN OF VEGREVILLE

Town of Vegreville/Municipal Enforcement
4829-50 st
VEGREVILLE, ALBERTA T9C 0A7
T: 780-632-2606
muni-enforce@vegreville.com
www.vegreville.com

QUARTERLY REPORT October, November, and December

DATE: January 13, 2025

TO: Dawn Nielsen
Deputy Chief Administrative Officer

From: CPO. Chelaine Regehr
Municipal Enforcement Services Dept.

ANIMAL CONTROL

Dogs at Large:	7
Dog Barking	0
Dog attacks Dog:	3
Cats at Large	2
Cats at Large:	1

TRAFFIC/BYLAW ENFORCEMENT

Parking Complaints:	4
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TICKETS

Dog at Large Tickets:	6
Dog attack Dog Tickets:	3
No Dog License Ticket:	1

Ticket Total: **10**



TOWN OF VEGREVILLE

Town of Vegreville/Municipal Enforcement
4829-50 st
VEGREVILLE, ALBERTA T9C 0A7
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In the past quarter there have been seven occasions where dogs have been at large in town. One of these times it was from an owner whose dogs have never been out before and have not gotten out since. The other six were all from one other owner who has not complied with any orders so far and which the Town is taking to court mid-January to resolve the issues.

As there have been so many dog at large calls, most of the patrol time has been gathering witness statements, evidence, creating reports, updating reports, and preparing court documents/pictures/videos for the lawyer.

Patrolling the schools on the streets and inside on foot continues to occur when time allows. I had the pleasure of helping serve the Christmas meal at the high school along with RCMP and some other volunteers. It was very enjoyable to see and interact with students and staff while serving and then eating a delicious meal.

This is a breakdown of the complaints and statistics that we have compiled to date. Our focus in the first quarter of 2025 will be to continue with complaints, reports, and snow removal on sidewalks and traffic.

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

Respectfully

CPO. Chelaine Regehr
Municipal Enforcement Services Dept.

CLOSED SESSION NOTICE

January 28, 2025

7.1 Personell

(Disclosure Harmful to Personal Privacy)

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

Motion to go into Closed Session:

"That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 17 of the Freedom of Information and Protection of Privacy Act at XXXX p.m."