

Town of Lamont

October 25, 2016  
Regular Meeting of Council

Town Council Chambers

<b>PRESENT:</b>	Bill Skinner	Mayor
	Gail Hrehorets	Councillor
	Debra Dunsmore	Councillor
	Wayne Field	Councillor
	Dave Taylor	Councillor
	Steven Sharun	Councillor
	Doug Pewarchuk	Councillor
	Sandi Maschmeyer	Chief Administrative Officer
	Betty Malica	Recording Secretary

**CALL TO ORDER:** Mayor Skinner: called the meeting to order at 7:00 p.m.

**ADOPTION OF  
AGENDA:**

**MOTION: 130/16** Councillor Taylor: that the agenda be accepted as presented.

**CARRIED UNANIMOUSLY**

**DECLARATION OF  
PECUNIARY  
INTEREST:**

None

**IN-CAMERA:**

None

**DELEGATION:**

None

**ORGANIZATIONAL  
MEETING:**

**MOTION: 131/16** Councillor Hrehorets: that the Regular Meeting of Council be adjourned at 7:04 p.m.

**CARRIED UNANIMOUSLY**

**MOTION: 132/16** Councillor Pewarchuk: that the Organizational Meeting of Council be opened at 7:05 p.m.

**CARRIED UNANIMOUSLY**

**Organizational Meeting**

**Council**

Members: All Councillors (or a Council quorum)

Role: Decision making body for all Corporate, Municipal and Public Service issues.

Meetings: 2<sup>nd</sup> & 4<sup>th</sup> Tuesday of the month 7:30 P.M.

## **Schedule of Appointments**

The Mayor is an ex officio member of all Committees of Council except for Subdivision and Development Appeal Board (SDAB) and the Emergency Advisory Committee.

### **DEPUTY MAYOR**

Wayne Field - November 1, 2016 – April 30, 2017  
Gail Hrehorets - May 1, 2017 – October 31, 2017

### **COMMITTEES OF COUNCIL**

#### **Corporate Services**

Members: Debra Dunsmore, Gail Hrehorets, David Taylor, Financial Officer, CAO

Role: Recommending body to Council on all Corporate Services issues which include: financial and general government, human resources, personnel policy, remuneration and compensation, benefits, computer systems, bylaw management.

Meetings: As required

#### **Public Services**

Members: Gail Hrehorets, Wayne Field, Steven Sharun, Public Works Foreman, Colin Peddle

Role: Recommending body to Council on all Public Services issues, which include; public works, capital projects, road and street maintenance, transportation and community services, communication systems, facility and parks maintenance and coordination, culture, recreational programming, special events coordination, cemetery.

Meetings: As required

#### **Protection of Persons and Property**

Members: Douglas Pewarchuk, David Taylor, Steven Sharun, Richard Chernyk, CAO

Role: Recommending body to Council on all issues relating to the protection of persons and property including fire protection, ambulance services, the Town disaster plan, and policing issues.

Meetings: As required

#### **Parks and Recreation**

Members: Gail Hrehorets, David Taylor, Recreation Manager with a minimum of three (3) members at large

Role: Recommending body to Council on all issues relating to planning, design and development of parks and recreational use areas within the municipality.

#### **Emergency Advisory Committee**

Members: Douglas Pewarchuk, Gail Hrehorets, Bill Skinner

Role: Review the Municipal Emergency Management Program and related plans on a regular basis. Advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans at least once each year.

## **COMMISSIONS AND APPEAL BOARDS**

### **Municipal Planning Commission (MPC)**

Members: Wayne Field, Gail Hrehorets, Douglas Pewarchuk  
Secretary: CAO or Designate

Role: Development Approval Authority. Approval body for any developments that are;  
a) discretionary b) do not comply with the Land Use Bylaw c) variances that cannot be approved by the Development Authority Officer D) any development issues which the Development Authority Officer deem should be decided by the MPC. Subdivision approvals are done through the Town's Subdivision Authority, Jane Dauphinee of Municipal Planning Services. Decisions can be appealed to the Subdivision and Development Appeal Board.

Meetings: As required

### **Subdivision and Development Appeal Board (SDAB)**

Members: Steven Sharun, Debra Dunsmore, three (3) members at large  
Secretary: CAO or Designate

Role: Hear appeals of subdivision and development decisions. Their decision is final for the Town. Any further appeals must be directed to the Alberta Court of Queen's Bench.

Meetings: As required

## **EXTERNAL COMMITTEES, BOARDS AND COMMISSIONS**

Role of the Town of Lamont Councillors is limited to representation of the Town and voting as per the regulations and guidelines of these External Committees, Boards and Commissions. Each Board sets its own meeting schedule. (A-Alternate)

### **Lamont Catering Club**

Members: Wayne Field, Steven Sharun, CAO, three (3) members at large

### **Lamont County Housing Foundation**

The Foundation looks after the Old Age Homes and self-contained units in the County.

Members: Mayor, A - Steven Sharun

### **Lamont Public Library Board**

Members: Debra Dunsmore, A - Gail Hrehorets

### **Northern Lights Library System Board**

Members: Steven Sharun, A – Douglas Pewarchuk

### **St. Michael Regional Solid Waste Commission**

Members: Wayne Field, A – Douglas Pewarchuk

### **John S. Batiuk Regional Water Commission**

Members: Steven Sharun, A – Dave Taylor

**Lamont County Regional Mayors and Administrators Committee**

Members: Mayor, CAO, A - Deputy Mayor

**Lamont County Regional Economic Development Initiative**

Members: Mayor, CAO, A - Deputy Mayor

**Lamont County Oil & Gas Energy Exploration, Extraction and Transportation Committee**

Members: Douglas Pewarchuk, CAO, A - Steven Sharun, one (1) member at large

**Capital Region Board**

Members: Mayor, A - Gail Hrehorets

**Educational Liaison:**

Members: Elementary – Debra Dunsmore, A – Douglas Pewarchuk  
Secondary – David Taylor, A - Steven Sharun

**Lamont & District Chamber of Commerce Liaison:**

Members: Debra Dunsmore, A – Douglas Pewarchuk

**Professional Appointments**

**Town Auditor**

Wilde & Company Chartered Accountants

**Town Engineers**

Select Engineering Ltd.

**Town Solicitors**

Ronald W. Poitras, Professional Corporation  
Brownlee LLP

**Town Assessor**

Tanmar Consulting Inc.

**MOTION: 133/16** Councillor Hrehorets: that council accepts the representation on the Committees, Boards, Commissions and Professional Appointments as amended:  
**SDAB & MPC:** CAO or Designate

**CARRIED UNANIMOUSLY**

**MOTION: 134/16** Councillor Dunsmore: that the Organizational Meeting of Council is adjourned at 7:29 p.m.

**CARRIED UNANIMOUSLY**

**MOTION: 135/16** Councillor Taylor: that Council now returns to the Regular Meeting of Council at 7:30 p.m.

**CARRIED UNANIMOUSLY**

**ADOPTION OF  
MINUTES:**

**a) Regular Meeting of Council – October 11, 2016**

**MOTION: 136/16** Councillor Hrehorets: that the minutes of the Regular Meeting of Council held October 11, 2016 be accepted as presented.

**CARRIED UNANIMOUSLY**

**FINANCE:** None

**BYLAWS: a) Bylaw 11/16 – Election Bylaw**

**MOTION: 137/16** Councillor Dunsmore: that Bylaw 11/16, being an Elections Bylaw is given first reading.

**CARRIED UNANIMOUSLY**

**MOTION: 138/16** Councillor Field: that Bylaw 11/16, being an Elections Bylaw is given second reading.

**CARRIED UNANIMOUSLY**

**MOTION: 139/16** Councillor Pewarchuk: that Bylaw 11/16, being an Elections Bylaw proceeds to third and final reading with the unanimous consent of all members present.

**CARRIED UNANIMOUSLY**

**MOTION: 140/16** Councillor Taylor: that Bylaw 11/16, being an Elections Bylaw is given third and final reading.

**CARRIED UNANIMOUSLY**

**CORRESPONDENCE:**

**a) Safety Codes Council**

Council information

**b) John S. Batiuk – Response Letter**

Council asked that the CAO write a letter in response stating their concerns.

**BUSINESS: a) RFD – Signing Authority**

As per policy all cheques must contain two eligible signatures. Eligible signatories are Mayor, or Council Member, and Chief Administrative Officer or Deputy C.A.O.

Currently the Town is without a Deputy CAO and an alternate should be appointed in the case of an emergency.

**MOTION: 141/16** Councillor Dunsmore: that council approves signing authority to Betty Malica as an alternate should an emergency arise.

**CARRIED UNANIMOUSLY**

**OUT OF  
CAMERA:** None

**STAFF AND COUNCIL  
REPORTS:**

**Chief Administrative Officer**

Accomplished last month:

- attended the AUMA Convention
- working on budget
- reviewing Deputy CAO applications
- Attending Vadim computer – Financial System conference

Planned for next month:

- working on budget
- meeting with Fortis
- reviewing Deputy CAO applications

**Public Works Foreman**

Accomplished for September:

- Annual sewer, hydrant flushing and hydrant winterizing completed.
- Winterizing of Splash Park, cook shack and trailer dump completed. Splash Park water consumption, 914 m3, down 119 m3 from previous year.
- Most leaf sweeping done on streets. Approximately 5 tandem loads hauled away.

Working on now:

- Removal of north town sign for refurbishing through winter months.
- Install two engine retarder signs. H#831 and H#29
- Install rebar rods on Winter Wonderland trail at Town Admin building property.

Working on next:

- Mark out walking paths with rebar at Hillside Park.
- Check and test all wreaths, other pole decorations and Christmas decorations for town wide light up.
- Set up town public sand boxes and prepare snow equipment.

**Recreation Department**

Accomplished last month:

- Fixed a leak in our condenser
- Had the ice in and playing hockey by sept 22
- All dressing rooms & arena lobby painted
- All furnace filters changed in arena, hall, and L.C.C
- Watered all new trees in park picnic area

**Councillor Hrehorets**

Nothing to report

**Councillor Dunsmore**

Oct 13 attended Chamber of Commerce meeting  
Attended Elementary School council meeting

**Councillor Field**

Nice to see that street cleaning is under way  
This is the last week for front yard compost pick up, CAO replied that Saturday is the last day for the out of Town compost yard.

**Councillor Taylor**

Oct 18 attended the High School advisory committee meeting  
Oct 26 will be attending Awards Night  
Nov 3 Lamont Public Library is having an open house from 5 – 7 pm  
Lamont High and Elementary Schools have hired a full time liaison position to be shared between the 2 schools

**Councillor Sharun**

Oct 14 attended the Water Commission meeting

**Councillor Pewarchuk**

Nothing to report

**Mayor Skinner**

Attended CRB meeting  
Housing Foundation has their assessment agreements in place for the lodges  
High School is holding their Remembrance Day Service on Thursday Nov 10 at 10:15 am at the school gym

**Action Register**

Council reviewed

**ADJOURNMENT:** Mayor Skinner adjourned the meeting at 8:05 p.m.

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Mayor

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Chief Administrative Officer