



COUNCIL PACKAGE

FEBRUARY 12,
2019

AGENDA
Town of Lamont
Regular Meeting of Council
February 12, 2019

1.	Call to Order	7:30 p.m.
2.	Adoption of Agenda	
3.	Declaration of Pecuniary Interest	
4.	Closed Session:	
5.	Motion for Acceptance of Delegation:	
6.	Adoption of Minutes a) Regular Meeting of Council – January 22, 2019 b) Public Services Meeting – January 17, 2019	
7.	Finance: a) Monthly Financial Summary	
8.	Bylaw:	
9.	Correspondence: a) Action on Smoking & Health Award	
10.	Business: a) Request for Tax Deferral b) Park Planning Committee Tree Purchase Recommendation	
11.	Business Arising from Closed Session:	
12.	Staff & Council Reports: a) CAO Report b) Parks and Recreation Report c) Public Works Report	
13.	Action Register:	
14.	Adjournment:	

Town of Lamont
January 22, 2019
Regular Meeting of Council

Town Council Chambers

PRESENT:	Bill Skinner	Mayor
	Jody Foulds	Councillor
	Kirk Perrin	Councillor
	Al Harvey	Councillor
	David Taylor	Councillor
	Perry Koroluk	Councillor
	Doug Pewarchuk	Councillor
	Christine Beveridge	Chief Administrative Officer
Cyndi Reid	Recording Secretary	

CALL TO ORDER: Mayor Skinner: called the meeting to order at 7:30 p.m.

**ADOPTION OF
AGENDA:**

MOTION: 07/19 Councillor Koroluk: that the agenda be accepted as amended.
6 b) Adoption of Minutes: Corporate Services Meeting Minutes

CARRIED

**DECLARATION OF
PECUNIARY**

INTEREST: None

IN-CAMERA: None

MOTION: 08/19 Councillor Pewarchuk: that the Council accept the delegation presentation from Nestor Kubersky.

CARRIED

DELEGATION: a) Nestor Kubersky - Traffic Safety
Mr. Kubersky attended the meeting and presented his concerns regarding the safety of the Parkview Restaurant private residence backing out of the driveway onto 50th Avenue.
He would also like to see handicap parking signage along main street (50th Avenue).

**ADOPTION OF
MINUTES:**

a) **Regular Meeting of Council – January 8, 2019**

MOTION: 09/19 Councillor Harvey: that the minutes of the Regular Meeting of Council held January 8, 2019 be accepted as presented.

CARRIED

b) Corporate Services Committee Meeting – January 15, 2019

MOTION: 10/19 Councillor Taylor: that the minutes of the Corporate Services Committee Meeting held January 15, 2019 be accepted as presented.

CARRIED

FINANCE: None

BYLAW: a) **Utility Service Rates and Garbage Collection Rates / Bylaw 01/19**

MOTION: 11/19 Councillor Pewarchuk: that Town Council give first reading to Bylaw 01/19.

CARRIED

MOTION: 12/19 Councillor Taylor: that Town Council give second reading to Bylaw 01/19.

CARRIED

MOTION: 13/19 Councillor Harvey: that Town Council provide unanimous consent to proceed to third reading of Bylaw 01/19.

CARRIED

MOTION: 14/19 Councillor Perrin: that Town Council give third reading to Bylaw 01/19.

CARRIED

CORRESPONDENCE: None

BUSINESS: a) **RFD – Whistle Cessation Request**

MOTION: 15/19 Councillor Pewarchuk: that Council direct Administration to consult with Transport Canada to assess the feasibility of the whistle cessation request received.

CARRIED

b) RFD – Harassment and Violence Policy 12-59

MOTION: 16/19 Councillor Harvey: approve the Harassment and Violence Policy #12-59 as recommended by Corporate Services Committee.

CARRIED

MOTION: 17/19 Councillor Foulds: that Council rescind Policies #11-15 and #12-31.

CARRIED

c) RFD – Public Participation Policy 11-19

MOTION: 18/19 Councillor Koroluk: approve the Public Participation Policy #11-19 as recommended by Corporate Services Committee.

OUT OF CAMERA: None

STAFF AND COUNCIL REPORTS:

CAO:

- Nothing to Report

Councillor Pewarchuk:

- January 7 – Attended Public Services Committee Meeting – Snow Policy review

Councillor Koroluk:

- January 15 – Attended Corporate Services Committee Meeting

Councillor Taylor:

- January 8 – Attended Parks Planning Fundraising Committee
- January 12 – Attended John S. Batiuk Regional Water Commission Meeting -Reception
- January 15 - Attended Corporate Services Committee Meeting – reviewed two (2) policies
- January 15 – Attended Lamont High School Parents Meeting – May 11 students from Finland will be coming here and in October our students will go to Finland. The band room is being transformed to a lounge and they are looking for donations of furniture and games.

Councillor Harvey:

- January 17 - Attended Public Services Committee Meeting

Councillor Perrin:

- January 17 - Attended Public Services Committee Meeting

Councillor Foulds:

- January 15 – Attended Corporate Services Committee Meeting

Mayor Skinner:

- January 14 – Attended Foundation Board Lodge Managers Meeting in Lamont. Discussed 2019 capital projects, current Lodge status, etc.
- January 15 – Attended Corporate Services Committee Meeting re:
 - CAO hiring process review;
 - Review of Harassment and Violence policy;
 - Review of Public Participation Policy
- January 17 – Attended Public Services Committee Meeting re: Snow Removal Policy review

ACTION REGISTER:

January 28, 2019 at 7:00 p.m. Parks Planning Committee Meeting
January 29, 2019 at 7:00 p.m. Fair Committee Meeting

ADJOURNMENT: Mayor Skinner adjourned the meeting at 8:15 p.m.

Mayor

Chief Administrative Officer

Public Services Meeting Minutes

Thursday, January 17th, 2019
7:00pm

Committee Membership:

- Chair: Kirk Perrin
- Member of Council: Al Harvey
- Member of Council: Doug Pewarchuk
- Town Foreman: Richard Chernyk
- Recreation Manager: Colin Peddle (ABSENT)
- Ex-Officio: Bill Skinner

I. Call to order: 7:03pm

Policy review:

- Snow Clearing Policy
 - Communication strategy: How and what do we want to communicate?

The Committee recommends better utilization of communication between departments within the town. For example: recreation has staff at the arena daily in the early morning, they should be utilized as a point of contact for the Town Foreman and on call staff to advise if snow clearing action is required.

The committee is happy with the strategies presented by administration for Facebook and Website utilization. We wish to promote the effective use of social media to communicate how and when Town resources will be used in the clean up of a snow event.

The committee wishes for administration to provide a quote for a new LED sign for the town sign tower. Wiring should still be in place from the old sign.

- Snow clearing vs snow removal, clarification is important for the public.

Clarification on snow clearing vs snow removal is important for the public and should be made clear in communications.

- Discussion, policy items 3 and 4 relating to amount of snow

The policy should focus more on the conditions of the roads, certain areas of town are more prone to Ruts in packed snow just as other areas are more prone to drifting snow. The policy should be reformulated to provide the public with more clarification on how we are maintaining the roads in the after math of a snow event. The committee also feels that more clarification is needed on 'accumulation of snow.'

- Discussion, policy item 8

Clarification on "spring snow" the committee recommends a date of March 31st as the last day of snow clearing activities.

- Who makes the call? Policy item 13

The committee recommends that provisions be made for cross communication between departments. Recreation has staff that arrives at the arena early, they should be utilized as a point of contact for current information regarding road conditions.

- Snowfalls on weekends and holidays – what is the protocol?
- Environmental concerns of piling removed snow – Where do we keep the snow? Regulations form Alberta Environment.
- How long does it take for crews to clear snow after a snow event?
 - Class 1
 - Class 2
 - Class 3
 - Back alleys class 2
 - Back alleys class 4

The committee recommends that additional maps be created to better inform the public of how clearing services are provided. Collector roads should be indicated as well as priority roads and locations of double sides walks where snow clearing is not easily completed.

- Cost of snow removal 2018 – invoices for contractors
- Snow Removal Policy

- Down to the pavement?

II. Round Table

Spring meeting regarding sidewalks

Spring meeting regarding Back ally maintenance

III. Set date for next meeting

TBD

IV. Adjournment: 8:44pm

Chair Kirk Perrin

Date:

Description	2018 Budget	Targeted Amount Jan - Jan	2018 Actual Jan - Jan	Variance	% of Completion	2018 - Jan	2017 - Jan	Increase/ (Decrease)	Percentage	Note
REVENUE										
General Revenue	(2,861,300)	(30,692)	(68,935)	(2,792,385)	2%	(68,935)	(98,349)	29,415		
Administration	(17,000)	(1,417)	(2,113)	(14,887)	12%	(2,113)	(3,913)	1,800		
By Law	(1,800)	(150)	(805)	(995)	45%	(805)	(415)	(390)		
Strs & Road	(459,000)	(38,250)	(1,510)	(457,490)	0%	(1,510)	(3,018)	1,508		
Storm Sewer	0	0	0	0	0%	0	0	0		
Water	(654,000)	(54,500)	82	(654,082)	0%	82	95	(12)		
Sewer	(194,900)	(16,242)	16	(194,916)	0%	16	28	(13)		
Garbage	(330,000)	(27,500)	76	(330,076)	0%	76	0	76		
Cemetery	(2,000)	(167)	0	(2,000)	0%	0	0	0		
Planning & Subdivision	(3,000)	(250)	(24)	(2,978)	1%	(24)	(100)	76		
Hall	(24,700)	(2,058)	(3,720)	(20,980)	15%	(3,720)	(1,623)	(1,897)		
Arena	(416,103)	(34,875)	(11,450)	(404,653)	3%	(11,450)	(3,995)	(7,455)		
Park	(15,960)	(1,330)	0	(15,960)	0%	0	0	0		
Curling Rink	(5,800)	(483)	(100)	(5,700)	2%	(100)	0	(100)		
FCSS	0	0	0	0	0%	0	0	0		
TOTAL REVENUE	(4,985,583)	(207,714)	(88,483)	(4,897,080)	2%	(88,483)	(111,490)	23,007		
EXPENSE										
Council	131,083	10,924	8,326	122,757	6%	8,326	8,375	(49)		
Administration	642,109	53,509	62,866	579,243	10%	62,866	43,987	18,879		
Fire	29,950	2,496	1,231	28,719	4%	1,231	500	731		
Disaster Service	3,500	292	0	3,500	0%	0	0	0		
By Law	12,900	1,075	195	12,705	2%	195	425	(230)		
Public Work	471,057	39,255	34,923	436,134	7%	34,923	37,159	(2,236)		
Street & Road	305,000	25,417	17,520	287,480	6%	17,520	1,645	15,875		
Storm Sewer	32,400	2,700	0	32,400	0%	0	0	0		
Water	382,800	31,900	3,225	379,575	1%	2,725	11,821	1,367		
Sewer	52,500	4,375	3,100	49,400	6%	3,100	220	2,880		
Garbage	381,200	132,600	0	381,200	0%	0	0	0		
Cemetery	4,500	375	0	4,500	0%	0	0	0		
Town Beautification	35,000	2,917	413	34,588	1%	413	0	413		
Planning & Subdivision	51,000	4,250	0	51,000	0%	0	0	0		
Hall	161,750	13,479	12,730	149,020	8%	12,730	6,737	5,994		
Arena	352,567	29,381	29,721	322,846	8%	29,721	18,253	11,469		
Park	104,406	8,701	149	104,257	0%	149	0	149		
Curling Rink	56,000	4,667	490	55,510	1%	490	245	245		
FCSS & School Fund	604,460	50,372	0	604,460	0%	0	8,994	(8,994)		
Total Expense	3,814,182	418,682	174,888	3,639,294	5%	174,366	138,360	48,491		

Description	2018 Budget	Targeted Amount		2018 Actual	Variance	% of Completion	Increase/		Percentage	Note
		Jan - Jan	Jan - Jan				2018 - Jan	2017 - Jan		
Total Amortization Expense	949,664			0	949,664	0%	0	0	0	0%
Capital Programs										
Administration	0	0	0	0	0	0%	0	0	0	0%
Fire	0	0	0	0	0	0%	0	0	0	0%
Public Work	18,500	1,542	0	18,500	0%	0	0	0	0	0%
Street and Road	772,200	64,350	0	772,200	0%	0	0	0	0	0%
storm Sewer	0	0	0	0	0%	0	0	0	0	0%
Water	0	0	0	0	0%	0	0	0	0	0%
Sewer	32,500	2,708	0	32,500	0%	0	0	0	0	0%
Planning & Subdivision	0	0	0	0	0%	0	0	0	0	0%
Hall	0	0	0	0	0%	0	0	0	0	0%
Arena	206,000	17,167	0	206,000	0%	0	0	0	0	0%
Park	52,880	4,407	0	52,880	0%	0	0	0	0	0%
Curling Rink	0	0	0	0	0%	0	0	0	0	0%
Total Capital Programs	1,082,080	90,173	0	1,082,080	0%	0	0	0	0	0%



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

February 4, 2019

Dear Mayor Skinner;

Congratulations! Your municipality has been nominated for a *Smoke-Free Spaces* award for its leadership in the adoption of smoke-free public spaces.

The *Smoke-Free Spaces* awards program recognizes the leadership of public bodies in protecting residents, visitors, youth, students and staff from the health hazards of smoking and tobacco use. We congratulate the Town of Lamont for its leadership on this important public health issue.



smokefreespaces.ca

The program partners include ASH, Alberta Health Services, Alberta Blue Cross, Canadian Cancer Society, The Lung Association, Heart and Stroke Foundation, Alberta Recreation and Parks Association and the Canadian Cancer Society.

The program partners invite you to receive your award at a ceremony in Edmonton on Thursday, February 21 at 12 p.m. at the DoubleTree Hotel West Edmonton. Over 100 tobacco reduction stakeholders will be attending the ceremony, which will take place at the Western Canadian Tobacco Reduction Forum. The news media will be invited to attend this ceremony. Lunch will be provided.

Your organization is not required to attend the awards ceremony although we hope that you can participate and receive this award in person. You are also welcome to choose a suitable delegate.

To accept this nomination, please reply to the email message that accompanies this letter. You will receive this award following your organization's acceptance of our nomination.

For more details about the award and previous recipients, please visit www.smokefreespaces.ca.

Thank you for your prompt attention.

Sincerely,

Les Hagen
Executive Director

Founded in 1979, ASH is Western Canada's leading tobacco control organization.

Town of Lamont

Request for Decision

Meeting: Regular Council Meeting
Date: February 12, 2019
Title: Request for Tax Deferral
Agenda Item: Business

Background / Proposal:

A request has been received relating to a deferral of tax for Roll #43500.

Discussion / Options / Benefits / Disadvantages:

Brownlee LLP has advised that a request has been received to defer the collection of taxes for Roll #43500.

This property is currently in tax arrears and will be included in a 2019 tax sale auction unless the outstanding taxes are paid. The total amount of taxes outstanding are \$10,331.73.

The property owner is working with a mortgage company who has requested removal of the tax notification on title for property in order to secure financing to settle the tax arrears.

Section 347(1) of the *Municipal Government Act* provides the authority for Council to defer the taxes when it considers it equitable to do so. A deferral would allow the Town to discharge the tax notification and to enter into a tax repayment agreement that would require the tax arrears to be paid by June 30, 2019.

Recommended Action:

Administration recommends that Council defer the collection of the taxes for the property to allow the property owner to attain financing.

Proposed Motion:

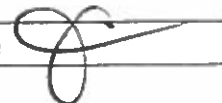
That Town Council defer tax collection on Roll #43500 until June 30, 2019.

Attachments:

None.

Supervisor:

CAO: Christine Beveridge



Town of Lamont

Request for Decision

Meeting: Regular Council Meeting
Date: February 12, 2019
Title: Park Planning Committee Tree Purchase Recommendation
Agenda Item: Business

Background / Proposal:

The Park Planning Committee has been working on grant and donation requests to raise funds for improvements to Hillside Community Park. The Committee has received donations and have determined a purpose for a portion of the funds.

Discussion / Options / Benefits / Disadvantages:

Each year, the Park Planning Committee plans to plant trees in Hillside Park. This year is no different and the Committee has determined that based on the donations received they would like to allocate \$700. The tree placement would be determined by the Recreation Department within Hillside Park. Based on the 2018 costs, the Committee anticipates a purchase of nine (9) trees could be purchased.

Recommended Action:

The Park Planning Committee recommends that Council approve the purchase of trees from a local source with the total expenditure not to exceed \$700.

Proposed Motion:

That Town Council approve the purchase of trees funded by the donations received by the Park Planning Committee in 2018.

Attachments:

None.

Supervisor:

CAO: Christine Beveridge 



Status Report

Administration

For the period ending: January 31, 2019

Highlights:

- Bruderheim CAO - introduction and exploration of regional cooperation opportunities
- Meetings with individual members of Council
- Corporate Services meeting for policy review
- Lamont County CAO - introduction and exploration of regional cooperation opportunities
- Elk Island Traffic meeting – update on regional safety efforts
- Lamont Community Fair and Perogy Festival meeting
- Lamont Community Networking meeting- statistical information relating to health services in the region along with an update of programs and services offered for residents
- Regional CAO's meeting – quarterly meeting of regional CAO's to discuss ongoing issues and opportunities for collaborative efforts related to funding and operational services.

Upcoming Events:

- Intermunicipal Development Plan meeting with Lamont County (February 6)
- Wilde and Company Auditors conducting audit (February 12-14)
- Brownlee LLP -Emerging Trends and Reynolds Mirth Richards & Farmer legal sessions (February 14 & 15)
- Determine strategic planning session date and process in Q2.

Submitted by:

Christine Beveridge



Status Report

Department: Recreation

For the Period Ending January 31st,2019

- Sewer back-up in the Hall bar. River Flows Mechanical came and sent camera in to diagnose a lot of grease and debris blocking the flow. We also found a cleanout in the coat check under the tile, this was a good thing. The lines were snaked and flushed and improved the cleanout in the bar, which required digging up the floor. William also prepared a detailed map layout of all our lines and piping underneath the hall, kitchen and #2 and #4 changerooms. He also recommends that we put a grease trap in the main kitchen sink. Waiting on a quote for that.
- Had to replace main hot water tank for fill Olympia.
- Had to replace hot water tank on the Olympia.
- The awning over the Hall front doors became detached and had to be secured until a solution is found.
- Had two (2) successful hockey tournaments-Novice and Pre-Novice.
- Replaced ballast in arena lights
- Managing the ongoing leaks and ice from the leaking condenser

Submitted By: Colin Peddle, Parks and Recreation Foreman



Status report

Public Works:

For the Period Ending, January 31, 2019.

Accomplished for Dec. / Jan.:

- Snow blower put back together and on Kubota M9000 tractor. Works well.**
- Christmas decorations on streets taken down and put away for another season.**
- J.D. Grader, Case back hoe/ loader and J.D. skid steer serviced.**

Working on now:

- Installed 53 wireless complete water meters. Continue installing remainder of meters in stock.**
- Snow removal done Thursday Jan. 24, 2019. Edna, Campbell and 2 blocks from 51 Ave. north to Prince Drive. Continue sanding as needed.**
- Town Water and Waste Water reports for Alberta Environment.**

Working on next:

- Install decorative street markers on 50 Ave.**
- Build metal hanger rods for decorative banners on decorative street lights along 50 Ave.**
- Complete all servicing for all summer and regular equipment.**

Submitted by:
Richard Chernyk
Town Foreman

