

Town of Lamont  
October 27, 2015  
Regular Meeting of Council

Town Council Chambers

**PRESENT:** Bill Skinner Mayor  
Gail Hrehorets Councillor  
Debra Dunsmore Councillor  
Wayne Field Councillor  
Dave Taylor Councillor  
Steven Sharun Councillor  
Doug Pewarchuk Councillor arrived late 8:17 p.m.

Sandi Maschmeyer Chief Administrative Officer  
Betty Malica Recording Secretary

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

**ADOPTION OF  
AGENDA:**

**MOTION: 147/15** Councillor Dunsmore: that the agenda be accepted as amended:  
**Business:** f) Beaverhill Lodge information  
g) RFD – Knights Roofing – arena roof repair

**CARRIED UNANIMOUSLY**

**DECLARATION OF  
PECUNIARY  
INTEREST:**

None

**IN-CAMERA:**

None

**DELEGATION:**

None

**ORGANIZATIONAL  
MEETING:**

**MOTION: 148/15** Councillor Hrehorets: that the Regular Meeting of Council be adjourned at 7:32 p.m.

**CARRIED UNANIMOUSLY**

**MOTION: 149/15** Councillor Taylor: that the Organizational Meeting of Council be opened at 7:33 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**

Douglas Pewarchuk - November 1, 2015 – April 30, 2016

Steven Sharun - May 1, 2016 – October 31, 2016

### **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

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: Elaine Milliken

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 - Gail Hrehorets

**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: 150/15** Councillor Dunsmore: that council accepts the representation on the Committees, Boards, Commissions and Professional Appointments as presented.

**CARRIED UNANIMOUSLY**

**MOTION: 151/15** Councillor Field: that the Organizational Meeting of Council is adjourned at 7:39 p.m.

**CARRIED UNANIMOUSLY**

**MOTION: 152/15** Councillor Taylor: that council return to the Regular Meeting of Council at 7:40 p.m.

**CARRIED UNANIMOUSLY**

**ADOPTION OF  
MINUTES:**

**a) Regular Meeting of Council – October 13, 2015**

**MOTION: 153/15** Councillor Dunsmore: that the minutes of the Regular Meeting of Council held October 13, 2015 is adopted as presented.

**CARRIED UNANIMOUSLY**

**b) Public Services Committee - October 1, 2015**

**MOTION: 154/15** Councillor Hrehorets: that the minutes of the Public Services Committee held October 1, 2015 is adopted as presented.

**CARRIED UNANIMOUSLY**

**FINANCE:** None

**BYLAW:** None

**CORRESPONDENCE:**

**a) RCMP 3<sup>rd</sup> Quarter Report**

Council information

**b) Meet Author Doug Griffiths**

Council information

**c) Lamont High School Remembrance Day**

Councillor Taylor will be attending the November 6 Remembrance Day Ceremony on behalf of the town.

**d) Council Information Binder**

Council information

**BUSINESS: a) RFD – Municipal Emergency Plan**

The Municipal Emergency Plan is a critical component of the Emergency Management Agency for the Town. The plan outlines proper procedures in the event of an emergency or disaster. With approval from council the next steps of completing the plan can begin.

**MOTION: 155/15** Councillor Hrehorets: that council approves the Municipal Emergency Plan to continue filling in the blank spaces and contact information to complete the plan.

**CARRIED UNANIMOUSLY**

**b) CRB Membership Review**

In accordance with Policy G019-Capital Region Board Membership Review Process, eligible participating municipalities have 90 calendar days to notify the CRB of their wish to change membership status. Based on the criteria in Policy G019 the Town of Lamont has been identified as having an opportunity to request a change of membership status.

Council discussed the pros and cons of the CRB and felt that in the best interest of the town it would more beneficial to change our membership status.

**MOTION: 156/15** Councillor Taylor: that the Town of Lamont wishes to terminate its status as a “participating municipality” pursuant to the Capital Region Board Regulation, Alta. Reg. 38/2012, and requests that: (a) the Minister of Municipal Affairs and the Lieutenant Governor in Council take such steps as are required to enact a regulation replacing or amending the Capital Region Board Regulation to give effect to this request, and; (b) the Capital Region Board pass a resolution to support this request by the Town of Lamont.

**CARRIED**

**c) Tactical Plan**

Reminder to the committees to meet and begin reviewing their objectives within the plan.

**d) Lamont Elementary School Advisory Council Request**

CAO Maschmeyer reminded council that this request does not follow the criteria of the Town policy.

**e) Beaverhill Lodge Development**

The developer is proposing to install 12 angle parking spaces and 3 landscape islands within the 52<sup>nd</sup> Street right of way. These parking spaces will provide direct access to both the Lodge and the New Horizons Seniors Centre. Since the proposed parking stalls would be developed on town owned land it poses the question of who pays for the construction and the long term maintenance to these areas. The developer is suggesting that this project would be developed and maintained by the centre. By allowing a 3<sup>rd</sup> party improvement on Town owned lands this would allow the 3<sup>rd</sup> party access to these lands which could cause issues in the future for the Town financially.

The industry norm is for the developer to install the improvement and Town ultimately take over the maintenance. There is no tax base from this facility so the financial burden becomes the Towns.

CAO stated that a development agreement needs to be in place before construction can begin. She will discuss with the Town development officer to incorporate a cost share clause on the long term maintenance of the curbs, paving, potholes, engineering and any other related costs to this development in the agreement.

**f) RFD - Knights Roofing – Arena Roof Repair**

In 2014 this project was budgeted for but not completed. The balance that remained in the budget was transferred to an investment account without the accountant knowing that it was not complete. Since the project has been completed and Knights Roofing is requesting payment which include the hold back for a total of \$96,418.00.

**MOTION: 157/15** Councillor Hrehorets: that council authorizes the Town management to transfer \$96,418.00 from investment account/reserve back to the Town’s operating account.

**CARRIED UNANIMOUSLY**

**STAFF AND COUNCIL  
REPORTS:**

**Councillor Hrehorets**

October 1 – attended Public Services meeting  
October 26 – attended Fair meeting  
October 29 – will be attending Public Services

**Councillor Dunsmore**

Attended the Lamont County's Wine and Cheese for small business  
Attended the Chamber of Commerce meeting

**Councillor Field**

Attended Fair meeting October 26  
Attended Public Services Meeting October 1  
Catering Club meeting October 29

**Councillor Taylor**

Attended Lamont High School Parent Advisory meeting October 20  
Attended Lamont High School Awards Ceremony October 22

**Councillor Sharun**

The water commission will be servicing the line on November 3 and the line will be shut down for approximately 72 hrs.

**Councillor Pewarchuk**

Attended the Citizens on Patrol meeting in Bruderheim October 27 the meeting is November 24 in Lamont at 7:00 p.m.  
Thank you to Public Works and Border Paving on a job well done on the paving of the streets  
Congratulations to Shannon Stubbs on her election win

**Mayor Skinner**

Attended LCREDI meeting in Chipman on October 15  
Attended Lamont High School Awards Ceremony October 22  
Attended Fair Committee meeting October 26

**Action Register**

Council information

**ADJOURNMENT:** Mayor Skinner adjourned the meeting at 9:15 p.m.

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Mayor

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Chief Administrative Officer