

Council Package

August 25, 2020





**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
August 25, 2020 7:00pm**

ZOOM Meeting

**Called Under Authority of Section 194(3) of the Municipal Government Act and in accordance with Ministerial Order MSD: 022/20, this meeting will be held entirely via electronic means via Zoom. No physical place for a public gallery will be provided.*

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

1.4.1. Council Minutes – July 14, 2020

2. CLOSED SESSION

3. DELEGATIONS

3.1. MOTION FOR ACCEPTANCE OF DELEGATION

4. CORRESPONDENCE

4.1. Lamont Health Care Centre – Regular Board Meeting Minutes

4.2. Lamont Health Care Centre Annual General Meeting – Executive Director and Chairman Reports

4.3. Letter from Alberta Police Advisory Board and Terms of Reference

4.4. Alberta Municipal Affairs – COVID-19 FAQ (July 17, 2020)

4.5. Alberta Municipal Affairs – COVID-19 FAQ (July 31, 2020)

5. NEW BUSINESS

5.1. 2020 Capital Works Project Update

5.2. Policy Updates

5.2.1. Anonymous Letters and Complaints Policy

6. REPORTS

6.1. Mayor and Council Reports

6.1.1. Mayor Skinner Report

6.1.2. Councillor Taylor Report

6.2. CAO Report

6.3. Finance Report

6.4. Planning and Development

6.5. Fire Chief's Report

7. NOTICES OF MOTION

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
July 14, 2020
Regular Meeting of Council**

HELD BY ZOOM MEETINGS

PRESENT:	Bill Skinner	Mayor
	Jody Foulds	Councillor
	Kirk Perrin	Councillor
	Al Harvey	Councillor
	David Taylor	Councillor
	Perry Koroluk	Councillor
	Christine Beveridge	Chief Administrative Officer
	Neil Renneberg	Director of Operations & Infrastructure
	Robert Mu	Finance Officer
	Dreena Guptill	Recording Secretary

CALL TO ORDER AND RELATED BUSINESS

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

Adoption of Agenda

- Addition of Notice of Motion.

MOTION: 163/20 Councillor Taylor: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: None.

Adoption of Minutes:

a) Meeting Minutes – June 23, 2020

- Amendment to Motion 161/20: 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 and Section 24 of the Freedom Information and Protection of Privacy Act at 7:53 p.m.

MOTION: 164/20 Councillor Harvey: That the Minutes of the June 9, 2020 Council Meeting be accepted as amended.

CARRIED

DELEGATIONS: Sara Fulford, Urban Hens & Community Gardens

MOTION: 165/20 Councillor Perrin: That Council accept the delegation.

CARRIED

- Proposed that the Town amend current bylaws permit for residents to keep and own hens. She has done research and community outreach and there may be local interest to start an urban hen project similar to other municipalities, including the city of Edmonton.
- Proposed the use of vacant town lots and other green space, as delegated by the town, to begin a community garden project for beautification of the community, community engagement and possible benefits to local seniors.

CORRESPONDENCE

- News Release – CN Rail
- Letter from Minister of Municipal Affairs – Economic Recovery Plan
- Municipal Affairs – FAQ July 3 Issue
- Provincial Response to COVID-19 Outbreak

MOTION: 166/20 Councillor Foulds: That Council accept the correspondence as information.

CARRIED

REPORTS

Council Reports:

Mayor Skinner Written Report attached.

Councillor Foulds Written Report Attached.

Councillor Harvey Nothing to Report.

Councillor Koroluk Nothing to Report.

Councillor Perrin Verbal Update:

- Attended St. Michaels Regional Solid Waste Commission meeting June 25, 2020. Tipping reports for the year were reviewed and did not see increase in waste during COVID-19. Next meeting will review Reserve Policy and Tipping Fees.

Councillor Taylor Written Report Attached.

Verbal Update:

- Changes coming for Regional Service Commissions (RSC), with amendments to come into force under the Municipal Government Act as of September 1, 2020.

Staff Reports:

- **CAO's Report**
- **Director of Operations & Infrastructure Report**
- **Financial Report**
- **Fire Chief's Report**

NEW BUSINESS

Lamont Curling Club Request

MOTION: 167/20 Councillor Koroluk: That Council cancel the Curling Club Invoice for utilities for April 2020.

CARRIED

Strategic Plan Status Report

MOTION: 168/20 Councillor Taylor: That Council consider and approve the recommendations within the Strategic Plan Status Report.

CARRIED

2021 Budget Strategy Update

Councillor Harvey left the meeting at 8:08 p.m.

MOTION: 169/20 Councillor Taylor: That Council accept the report as information.

CARRIED

Councillor Harvey rejoined the meeting at 8:13 p.m.

Mid-Year Financial Budget Review and Reallocation

MOTION: 170/20 Councillor Harvey: That Council authorize the reallocation of funds of the following accounts:

- Arena Contracted Services
- Street Contracted Services
- Arena building repair and maintenance
- Arena vehicle repair and maintenance
- Streets and Road Goods & Supplies
- Water Contracted Services
- Sewer Contracted Service
- Council Parade & Fair Expense
- Park Capital Program

The above reallocations of \$52,440 would fund the Arena Ice Plant Piping Repairs, Arena Furnace Replacement, Alley Repairs, and Pump Track project without an increase to the budget.

CARRIED

2020 Capital Budget Updates

MOTION: 171/20 Councillor Perrin: That Council approve the budget increase of \$112,518.50 for the 2020 Capital Works Project funded from the Planning and Subdivision Reserve.

CARRIED

CLOSED SESSION

Personnel – (FOIP Section 17 – Disclosure Harmful to Personal Privacy)

CAO Update - (FOIP Section 24 – Advice from Officials)

MOTION: 172/20 Councillor Taylor: 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 and Section 24 of the *Freedom of Information and Protection of Privacy Act* at 8:57 pm.

CARRIED

MOTION: 173/20 Councillor Perrin: That Council revert to regular Council meeting session at 10:07 p.m.

CARRIED

MOTION: 174/20 Councillor Perrin: That Council extend the meeting past 9:00 p.m.

CARRIED

NOTICES OF MOTION – Anonymous Complaints and Letters Policy

MOTION: 175/20 Councillor Perrin: That Administration prepare and bring forward an Anonymous Complaints and Letter Policy for the next Council meeting.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION – None.

ADJOURNMENT: Mayor Skinner adjourned the meeting at 10:10 p.m.

Mayor

Chief Administrative Officer

LAMONT HEALTH CARE CENTRE

**Summary
Minutes of the Regular Board Meeting
Date: Monday, June 22nd, 2020**



1.0 Call to Order

The regular meeting of the Board of Management of Lamont Health Care Centre was being held via Teleconference due to the declared COVID-19 Pandemic.

The meeting was called to order by Chairman Kent Harrold at 1:01 p.m. Nine (9) persons dialed in to the Teleconference.

2.0 Prayer/Reflection

A prayer/reflection was offered by Rev. Debbie Brill.

3.0 Approval of Agenda & Minutes

The proposed agenda and minutes of the last meeting (May 28th, 2020) were reviewed and approved as corrected.

4.0 Highlights of the meeting discussion included:

i. Update re: 'Faithful Footprints' Grant

The Grant has been placed on hold due to COVID.

ii. Update re: Paving

Mr. Bharmal informed members that he received three quotes for paving various areas around LHCC.

iii. COVID-19

Members discussed the following COVID-19 highlights:

- LTC Resident/family supervised scheduled outside visits (2 visitors allowed)
- Action Bus takes Residents on outside trips
- Acute Care – 2 designated visitors allowed three days per week
- 'Rules' for Patients/Residents designated as Palliative Care
- Single Site Workers Policy as set by Alberta Health continues.

4.0 **Highlights** – continued ..

iv. **Harold James Scholarships**

The following recipients will be awarded Harold James Scholarships:

- Landon Zabel, Lamont High School Graduate
- Jody Jonker, LHCC Employee
- Jade Leismeister, LHCC Employee.

Members agreed that since this was the first year of the Scholarships being awarded, pictures and a write-up should be placed in the local paper.

v. **Presentation of Reports**

Reports from the Executive Director, Medical Staff Committee and Board Committees were presented for information.

These reports presented the following highlights for discussion:

- Request to Hon. Tyler Shandro for LTC Replacement
- Review of AGM (held via Teleconference at 11:00 a.m.)
 - Appointment of the Firm of Makay T. Caskey Professional Corporation as Auditors for LHCC for the 2020/2021 fiscal year
- Building & Grounds Committee facility tour and maintenance proposals.

5.0 **Next Meeting**

The next Board meeting will be held on Thursday, September 24th, 2020, commencing at 10:30 a.m., following a Patient Care Committee meeting (commencing at 8:30 a.m.).

6.0 **Adjournment**

There being no other business, the meeting was adjourned at 3:47 p.m.



/ds

Lamont Health Care Centre
Annual General Meeting
Executive Director's Report
June 22nd, 2020



Good Morning to all

I want to thank:

- God, for all His blessings and for keeping us safe during the COVID-19 Pandemic.
 - Prime Minister of Canada, Justine Trudeau and Premier Jason Kenney, their Ministers and Staff for all their hard work during the COVID-19 Pandemic.
 - The Board of Lamont Health Care Centre for their continued support and leadership all year round.
 - Alberta Health Services' Leadership and Staff for their continued support and hard work during COVID-19 Pandemic.
 - Mr. Harold James for his mentorship, guidance and for being ready to lend a helping hand to LHCC and me.
 - LHCC's Leadership and Staff for all their hard work all year round and especially during the last few months. You guys are the best!
- We are where we are (safe and sound) because of these community leaders and professionals making the right decisions at the right time.

This is my first AGM as the CEO/Executive Director of Lamont Health Care Centre and it has been an exciting year. I have a wonderful team to work with; they are professionals in their field and they give their very best to Lamont Health Care Centre. I also have the best Board whose leadership and guidance has made our work easy.

During the fiscal year 2019/20, our major Strategic Goals and Objectives were directed towards:

- Managing the funding envelope
- Working closely with Alberta Health Services and other partners
- Working closely with Senior Management, Medical Staff, Supervisors and Staff to provide the best quality Patient/ Resident and family-centred care and
- Monitoring compliance with Accreditation Canada, Alberta Health and Continuing Care Standards.

I am happy to report that with the help of the entire health team, we were able to achieve our goals and objectives.

Facility Operations

Our facility operations have remained relatively the same as that of previous years with some fluctuations here and there.

Fiscal Year 2019/20

LHCC has had a small operational deficit of \$32,527 for the year 2019/20 that was covered by LHCC's internal funds. The credit goes to our Department Supervisors and Managers for being fiscally responsible and to the Finance Department for proper internal controls and good record keeping.

Care and Service

Our care team works very efficiently to provide Quality Patient/Resident and family-centred care.

- a) The best indication of our quality of services is through Quarterly Surveys with over a 90% satisfaction rate.
- b) The COVID-19 Pandemic brought its challenges and I am happy to inform you that we met all the requirements of the MOH Orders and the audits that followed confirmed compliance.
- c) Furniture and equipment purchases – A new \$125,000 microscope for the OR and 4 new bariatric beds with air mattresses were purchased along with other small capital assets.
- d) Alberta Public Laboratory – A new subsidiary of AHS was created in 2019 that took-over Laboratory Services in the Province. Lamont Health Care Centre's Laboratory Staff joined APL with no loss of pay, benefits or seniority.

Statistical Information

Statistical data for the year 2019/20:

Acute Care

• Total admissions	304.00
• The average length (days) of stay in the hospital	12.21
• Average nursing cost per day	\$ 333.00
• Average total acute care cost per Patient day	\$1,830.00

Long Term Care

• Total admissions	104.00
• The average length(days) of stay in LTC	421.00
• Average nursing cost per day	\$ 177.00
• Average total LTC cost per Resident day	\$ 270.00

OR and Emergency

• Total OR cases	2,572.00
• Total Emergency visits	4,987.00

Lastly, I want to thank you once again, please keep us in your prayers and God bless you all.

Sincerely,



Shahad Bharmal

LAMONT HEALTH CARE CENTRE
ANNUAL GENERAL MEETING
June 22, 2020



BOARD CHAIRMAN'S REPORT

We have experienced another satisfactory year at LHCC. Service volumes were similar to last year with the usual busy Operating Room schedule. Staffing has been stable with 260 on the Payroll including full-time, part-time and casual.

Our long time Executive Director, Harold James, retired on June 30th after an outstanding career in health care that extended far beyond our community. In recognition of his contributions, he was awarded the Alberta Medical Association Medal of Honour 2019 Achievement Award. The Board has established two Scholarships of \$1,000 each to honour his legacy. One will be awarded to a Lamont High School Student pursuing post-secondary education in a health-related field and the other will be awarded to qualifying Staff members of LHCC for continuing their education.

Our new Executive Director, Mr. Shahad Bharmal has very capably assumed his position. He was given a sound endorsement of approval by the Board in their Annual Assessment Review.

In April 2019, we underwent an Environment Assessment which allows us to identify areas in our facility where we can continue to improve on our environmental stewardship. We seek to qualify for Grants offered by a United Church of Canada Program.

Our Chaplaincy Program, coordinated and conducted by Rev. Debbie Brill, continues to be an essential component of the holistic care to which we are so deeply committed at LHCC. Her sensitivity and insightful involvement has been much appreciated by Staff, Residents and their families.

Honourable Tyler Shandro, Minister of Health along with MLA Jacquie Armstrong-Humeniuk, had a quick tour of our Long Term Care Wing on August 28th, 2019. He met with the Board and Management to discuss the Centre's history, and our need for a replacement Long Term Care facility. To date we have received no responses to our follow-up missive.

It is difficult to ascertain what steps this new Government will take as it attempts to revamp our health care system. However, for now, contending with the Covid-19 Pandemic is of immediate concern. We have had no cases of the Corona Virus in LHCC. Our Staff is working closely with Alberta Health Services and feels confident in their preparedness and the many precautions that are being taken to ensure the safety of the Patients, the Staff and the Public. Our Board Members unanimously express their heartfelt gratitude for the loyalty, dedication and professionalism the Staff so ably demonstrates in these complex and demanding times.

Lastly, the Board extends their deep appreciation for all the donations received to support Lamont Health Care Centre. Appreciation too, for the many Volunteers who have given so generously of their time, some for many years. And a big thanks to all the Auxilians.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kent Harrold".

Kent Harrold
KH/ds

Good afternoon members of the Board, LHCC, CEO and guests:

Presently we have 4 physicians working in Lamont as family doctors. They serve in acute care, LTC facility as well as ER/OPD, and working in the OR as needed.

We managed to recruit a new doctor, Dr. Alam. He is in the process of doing a 3 month assessment and then he will be joining the team in Lamont.

The 2020 year was and still is stressful for everyone, especially the LHCC members due to the COVID-19 pandemic, as it is a total change of our way of practice and handling cases in clinic and ER.

The Medical Advisory Committee is still held monthly, with focus on best practice in COVID-19 pandemic to try and protect our patients, employees, and families as much as we could.

With respect to the following departments:

1. **ER** – Continue to function as per past practice with change to the way of triaging patients. We have a new standard in hospital admission with nurse to triage patient with possible COVID-19 symptoms and isolate them in special room and wait to be seen by doctor.
2. **OR**- Was closed from March 2020 due to pandemic reasons and partially re-opened in the middle of May. The goal is to be opened at full capacity by the beginning of July
3. **Acute Care** – has an average occupancy rate of approximately 60-70% with no major issues.
4. **LTC** – Still functions on capacity of approximately 90% with no issues. No visitors are allowed due to COVID-19.

We continue to offer the following specialties: Orthopedics, General Surgery, Ophthalmology, Pediatric surgery, Podiatry, ENT and OBGYN. These specialists provide our community with valuable services which are most appreciated.

I appreciate everything that has been done to support the medical team.

Thanks,



Dr. El-Hajj, MD



587.892.7874 | aapg.ca



310.AUMA | auma.ca



780.955.3639 | RMAAlberta.com

July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

If you have any questions or suggestions at this time please feel free to contact us at Board@ABPoliceAdvisoryBoard.com or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta
Barry Morishita, President, Alberta Urban Municipalities Association
Terry Coleman, Chair, Alberta Association of Police Governance

ALBERTA POLICE INTERIM ADVISORY BOARD

TERMS OF REFERENCE

BACKGROUND

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

MANDATE / RESPONSIBILITIES

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

SCOPE

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

MEMBERSHIP

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

Interim Board Representation

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

Chair

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

Secretary

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

RESPONSIBILITIES

Conduct

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

Duties

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP “K” Division as necessary and required to discuss matters related to the Interim Board’s mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board’s work.

Meetings

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

Reporting

Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board’s recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board’s recommendations and advice on the JSG/RCMP “K” Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board’s recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization’s Chairs, Presidents and Executive Directors.

Quorum

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

Voting

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

EXPENSES

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

CONFIDENTIALITY

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.

Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – July 17, 2020

Alberta Municipal Affairs will continue to provide biweekly updates capturing frequently asked questions and providing information on new tools and resources as they become available.

The following addresses Ministerial Orders [MSD:019/20](#), [MAG:014/20](#), and [MSD:036/20](#), as well as mask distribution, municipal enforcement, the COVID-19 status map, and links to bilingual COVID-19 resources.

Municipal Affairs Updates

Previous COVID-19 updates are available at www.alberta.ca/municipal-government-resources.aspx

Public Health Emergency

Do the Ministerial Orders that provided extensions to legislated timelines and deadlines lapse on August 14, 2020, similar to Ministerial Orders (MOs) made under the *Public Health Act* (PHA)?

NO. MOs [MSD:019/20](#) (intermunicipal collaboration frameworks), [MAG:014/20](#) (assessment and tax recovery), and [MSD:036/20](#) (planning and development) were enacted under the *Municipal Government Act*, not the *Public Health Act* (PHA); therefore, they remain in effect until they are repealed or replaced. It is only MOs made under Section 52.1(2) of the PHA that will lapse on August 14, which is 60 days after the state of public health emergency lapsed.

Municipal Advisory Services

If you have further questions, please call: 780-427-2225 or toll-free by first dialing 310-0000 or email ma.lgsmail@gov.ab.ca

Mask Distribution

Is there a plan in place to get non-medical masks to Albertans that do not have access to drive-thru locations across the province?

YES. Understanding that not all Albertans can access a drive-thru, a model was created resulting in masks being provided to 49 municipalities for distribution. There were also masks distributed to First Nations and Metis Settlements, seniors' facilities, homeless shelters, women's shelters, street outreach programs, senior-serving organizations, residential addiction treatment facilities, and foster and kinship parents. In addition, non-medical masks were distributed to places of worship and masks were provided to both Calgary and Edmonton for distribution through their transit.

Those who cannot access a restaurant partner or access masks through alternate municipal or community providers can contact Alberta 211 for assistance.

A&W, McDonald's, and Tim Hortons partner restaurants are handing out eight masks per person for this second round of distribution.

Is the second round of mask distribution underway?

YES. Masks are now available at more than 700 partner restaurant locations, including those without drive-thru service, adding more than 100 new locations and expanding the availability of masks to Albertans. No purchase is necessary to pick up masks in restaurants, either at the counter or through drive-thrus.

Masks are also being distributed through libraries, food banks, Metis Nation of Alberta, Native Friendship centres, the Centre for Newcomers, and 20 municipal transit authorities, including another distribution to Edmonton and Calgary. The second round will also include the distribution of masks to all other groups included in the first distribution, unless they choose to opt out. As of June 29, eleven municipalities have advised that they have enough masks remaining from round one distribution and do not wish to participate in a second distribution. Additional information and feedback forms to submit concerns or complaints about the distribution of mask are available at alberta.ca/masks.

General Questions

There have been instances of public gatherings that contravene public health orders for social distancing or limits to the size of gatherings (e.g., weekend gatherings on local beach areas). Do municipalities have authority to ensure the public health orders are enforced?

YES. Municipalities have the authority to close or restrict access to municipal parks and facilities. Community signage may also promote public awareness and education. In addition, local bylaws can be enacted and enforced.

Community peace officers are encouraged to continue educating individuals on the public health orders. If enforcement is required, the RCMP or public health inspectors are authorized to enforce orders issued under the *PHA*.

Are municipalities notified before the public when their regions are put on “watch” status on the COVID-19 status map?

YES. The COVID-19 status map shows the level of risk in regions and information about local health measures. It also shows the rate of COVID-19 cases and the number of active cases. Regions are designated as ‘open’, ‘watch’ or ‘enhanced relaunch’ status. When the number of active COVID-19 cases identified in a region increase and leads to a ‘watch’ status, the Pandemic Response Planning Team facilitates engagement with Alberta Health Services, Alberta Health, and the Chief Administrative Officer to inform the municipality ahead of the public notification going live on the status map.

Is information about COVID-19 awareness and actions to prevent the spread available in French or any other languages?

YES. Printable posters are available with information and tips on a number of pandemic-related topics. Many of these posters are available in French and other languages: www.alberta.ca/covid-19-information-posters.aspx.

French posters can be found at the following link: <https://open.alberta.ca/publications/covid-19-help-prevent-the-spread-information-posters-french-language>.

Municipalities can encourage community businesses and organizations to take advantage of these resources and other French guidance documents available at: open.alberta.ca/dataset?tags=COVID-19&language=fr-CA&sort=date_modified+desc.

Have a question?

If you have a specific question you would like answered in an upcoming update, please email your request to ma.lgsmail@gov.ab.ca.

Municipal Governance

During the COVID-19 Outbreak

Frequently Asked Questions – July 31, 2020

Over the last several months, the COVID-19 pandemic has presented unique operational challenges for local government operations. Since March 2020, Alberta Municipal Affairs has released 15 Municipal Governance (During the COVID-19 Outbreak) updates, which remain available at www.alberta.ca/municipal-government-resources.aspx.

The following issue will be the last regularly scheduled update. Future information will be provided to you on a timely basis as new information arises.

This final issue provides information on the additional funding available to help municipalities address operational needs relating to COVID-19 and respond to recent questions about updated relaunch strategies and resources.

Municipal Advisory Services

If you have any questions relating to municipal governance, finance, planning, etc., please call:

780-427-2225 or toll-free by first dialing 310-0000 or email ma.lgsmail@gov.ab.ca

Funding to Help Municipalities Cope with COVID-19

The province recently announced additional funding for infrastructure projects as part of Alberta's Recovery Plan and additional funds to support municipal operating costs during the pandemic. Are there additional details and can we apply now for the funds?

YES. Municipalities and Metis Settlements can now apply for capital funding under the Municipal Stimulus Program (MSP), which is providing \$500 million for projects aimed at supporting local jobs and stimulating the economy. MSP project eligibility is based on the Municipal Sustainability Initiative guidelines, modified to exclude categories and activities with minimal contribution to economic recovery. MSP funding has been allocated using the same formula as the federal Gas Tax Fund and municipalities can access their allocation by submitting project applications before October 1, 2020. More information about the MSP, including program guidelines, project application forms and allocation amounts, is available on the [program website](#). MSP applications will be reviewed as they are received and payments will begin shortly after projects are approved.

The province also announced \$606 million in funding, shared on a 50/50 basis between the federal and provincial governments, to support municipal and public transit operating costs. Further information about this funding will be made available soon.

General Questions

Has additional information been made available to assist municipalities with addressing beaches and recreational areas near water?

YES. A guidance document is now available to support local authorities, visitors and operators in reducing the risk of transmitting COVID-19 at recreational water sites.

If public gatherings contravene public health orders for social distancing or limits to the size of gatherings (e.g., gatherings on local beach areas), can public health orders be enforced?

YES. Municipalities have the authority to close or restrict access to municipal parks and facilities. Community signage may also promote public awareness and education. In addition, local bylaws can be enacted and enforced.

Community peace officers are encouraged to continue educating individuals on the public health orders. If enforcement is required, the RCMP or public health inspectors are authorized to enforce orders issued under the *Public Health Act*.

Our municipality is planning an outdoor vocal concert? Is there new information available?

YES. Municipalities planning outdoor vocal concerts (a vocalist with or without a band) should review the Guidance for Outdoor Vocal Concerts prepared by Alberta Biz Connect to ensure steps are being taken to reduce the risk of COVID-19 transmission among attendees (including workers, volunteers, patrons and the general public).

Have a question?

If you have a specific question you would like answered, please email your request to ma.lgsmail@gov.ab.ca.

Have there been other relevant updates and information made available to help municipalities and businesses reopen during stage 2?

YES. Alberta Biz Connect has also released new guidance documents addressing sport, physical activity and recreation, swimming pools and whirlpools, and trade shows and exhibiting events. The guidance provided outlines public health and infection prevention and control measures and is subject to change, as it will be updated as needed. Current information can be found at: <https://www.alberta.ca/covid-19-information.aspx>.



Additional Resources

Are there additional resources for municipalities to help with the COVID-19 response and reopening of communities?

YES. The Federation of Canadian Municipalities continues to compile a list of links and resources for municipalities at <https://fcm.ca/en/resources/covid-19-resources-municipalities>.

In addition, Alberta municipal associations continue to provide comprehensive resources to assist members during the pandemic. The Alberta Urban Municipalities Association has developed a webpage to act as a quick first reference with links to credible sources for up-to-date information at <https://auma.ca/business-services/employee-benefits/employers/covid-19>. The Rural Municipalities of Alberta's COVID-19 response hub is accessible via <https://rmalberta.com/about/covid-19-response-hub/>.





TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM:

5.1

COUNCIL MEETING DATE: August 25, 2020

ITEM DESCRIPTION OR TITLE

2020 Capital Works Project Update

RECOMMENDATION

That Council accept the update as information.

BACKGROUND

Kantrax Contractors Ltd. (Kantrax) has provided an update to the construction schedule for the work being done to underground and road infrastructure on 51st Street between 47th Avenue and 50th Avenue.

In addition to unfavourable weather conditions, there have been several unexpected items discovered during construction that have already been replaced and additional budget requests were brought before Council as recent as July 14, 2020. This combination of factors has had an impact to the timelines for the project and as such, new timelines have been established.

Construction Progress

- The concrete improvements from 48th avenue to 50th avenue are 80% complete on the west side, and 25% complete on the east side.
- Remaining work on the west side includes aprons, backfill and landscaping.
- Remaining work on the east side includes a concrete swale, monowalk from the Lamont hotel to the corner of 48th avenue, backfill and landscaping.
- Updated construction schedule is for full completion by September 14th.

Week Ahead

- Finish all concrete work on the west side of the roadway from 48th Avenue to 50th Avenue.
- Continue work on the east side of the roadway in segments, ensuring business access is maintained as much as possible.

Timelines

North of 48th Avenue:

Concrete complete by August 20, 2020

Gravel base complete by August 30, 2020

South of 48 Avenue:

Concrete complete by August 30, 2020

Gravel base complete by September 7, 2020

Asphalt paving and line markings complete by September 14, 2020.



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

COMMUNICATIONS

New project information will be communicated to residents through social media and the Town's website.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

N/A

ATTACHMENTS

N/A

Report Prepared By: Christine Beveridge, CAO

Approved by Deputy CAO: *Dawn Nielsen*



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

AGENDA ITEM: 5.2.1

COUNCIL MEETING DATE: August 25, 2020

ITEM DESCRIPTION OR TITLE

Anonymous Complaints and Letters Policy

RECOMMENDATION

That Council approve Policy #12-66 Anonymous Complaints and Letters Policy.

BACKGROUND

During the June 23, 2020 regular Council Meeting, notice was provided regarding requesting Administration to bring forward an Anonymous Complaints and Letters Policy. As a result, during the July 14th regular Council Meeting, Council passed motion 175/20, that Administration prepare and bring forward an Anonymous Complaints and Letter Policy for the next Council meeting.

Research was conducted and many policies were reviewed and evaluated to determine the suitability for the municipality. The research conducted did identify that even without a policy, municipalities consistently do not respond or act on anonymous complaints or letters.

The attached draft policy outlines the process for any anonymous complaints and letters received. This enhances the transparency of the expectations for anonymous complaints submitted and how they will be treated.

COMMUNICATIONS

If approved, the policy will be included within the Town Policy manual and posted on the Town website.

IMPLICATIONS OF DECISION

This decision would assist in providing clear direction as to how to deal with anonymous complaints and letters.

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

N/A



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

ATTACHMENTS

Policy #12-66, Draft Anonymous Complaints and Letters Policy

Report Prepared By: Christine Beveridge, CAO

Approved by CAO:

A handwritten signature in black ink, appearing to be "C. Beveridge", is written over the line.



Anonymous Complaints and Letters Policy

Policy Statement

The Town of Lamont desires to formalize a process on handling anonymous complaints to the Mayor, Council, and Staff. The Town is committed to providing quality customer service and is dedicated to listening and understanding our citizens' needs. As such, when filing a complaint, the Town requires an individual's name, address, and phone number to be able to follow up if needed.

Purpose

There are no means to communicate with unsigned correspondence and anonymous phone calls with no return address or phone number. An anonymous complaint or letter received may even be considered a prank.

DEFINITIONS

1. **“Anonymous Complaint”** means an incoming communication, such as a letter or phone call, where the individual does not disclose their name, address, and/or phone number.
2. **“Chief Administration Officer” “CAO”** means a person appointed to a position under Section 205 of the Municipal Government Act.
3. **“Council”** means the Council of the Town of Lamont.
4. **“Staff”** means those individuals employed under the direction of the CAO.

Procedure

1. The staff receiving the anonymous complaint shall notify the CAO upon receipt.
2. The Town of Lamont will not acknowledge anonymous complaints.
3. Anonymous complaints will not be placed on the Council agenda.
4. Anonymous complaints, if directed to the Mayor and Council, will be copied and distributed via email strictly for information purposes.
5. Staff may investigate or address an anonymous complaint, at its discretion, if the matter deals with Town of Lamont services and is a matter of public safety.

Adopted by Council:	August 25, 2020	Initials:
Motion Number:		
Supersedes:		



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: Aug 25, 2020
ELECTED OFFICIAL: Mayor Bill Skinner
REPORT PERIOD: July 8, 2020 – August 17, 2020

Boards and Committees:

- **July 27:** Lamont County Housing Foundation board meeting. Foundation continues to upkeep yard work etc., on closed Andrew Lodge, as Province negotiates with potential buyers for facility. Discussed new ministerial order to reopen in-person visitation and added safety precautions required.
- **August 4:** Lodge Managers meeting (virtually). Site inspections completed and deficiencies are being worked on. Staff continue extra sanitizing in dealing with COVID-19 pandemic.

Town of Lamont Business:

- **August 17:** Meeting with Lamont Health Care Center, Prasad Panda, Minister of Infrastructure, and MLA Armstrong-Homeniuk. Discussed regional needs for seniors' care and extended care facilities.

Professional Development (Workshops & Conferences):

- **August 1:** Municipal Leaders Caucus (attended virtually) few people attended in person. Topics presented were:
 - Update on policing
 - The Local Government Fiscal Framework Act (and the AUMA perspective on it).
 - Discussion on a fair deal for municipalities from federal and provincial government, and the need for a new municipal/provincial/federal fiscal relationship.
 - The 2020 AUMA Convention will be virtual.

Lamont Functions and Events:



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: August 25, 2020

ELECTED OFFICIAL: Dave Taylor

REPORT PERIOD: Jul. 14 – Aug. 25, 2020

Boards and Committees:

- **August 13:** JSB Regional Water Commission meeting

Town of Lamont Business:

- Working with Bike Track and CAO on bike park project.

Professional Development (Workshops & Conferences):

Lamont Functions and Events:

CAO REPORT

FOR THE PERIOD ENDING August 25, 2020

HIGHLIGHTS:

- Ongoing policy work
- Working with contractor and Councillor Taylor on bike pump track preparations
- Covid-19 Activities
 - Tracking and reviewing self-isolation requirements for sick workers
 - Backfilling/covering for positions when absences are occurring on a weekly basis
 - Continued re-launch strategies and discussions
 - Re-opened Splash Park, Ball Diamonds, outdoor exercise centre, and Picnic Pavilion
 - Re-opening of Town Office (TBD)
 - Preparation for re-opening of the recreation facilities (TBD)
- Continued oversight of the 2020 Capital Work Project
- Continue to adjust and prioritize workloads to assist staff while dealing with staffing shortages

MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

Meetings

- Monthly Staff Meeting
- AUMA Summer Leaders Caucus - August 6 (Vermilion)
- Capital Region Emergency Preparedness Partnership weekly meetings (Zoom)

*Vacation: July 27-July 31 & August 10-21

Description	2020 Budget	Targeted Amount		2020 Actual	Variance	% of Completion	Increase/		Percentage	Note
		Jan - Jul	Jan - Jul				2020 - Jul	2019 - Jul		
REVENUE										
General Revenue	(2,757,282)	(2,712,545)	(2,582,663)	(174,619)	94%	(13,922)	(43,629)	29,708		
Administration	(19,350)	(11,288)	(7,465)	(11,885)	39%	(586)	(500)	(86)		
By Law	(2,500)	(1,458)	(1,910)	(590)	76%	(40)	(165)	125		
Strs. & Road	(672,900)	(392,525)	(102,434)	(570,466)	15%	0	0	0		
Storm Sewer	0	0	0	0	0%	0	0	0		
Water	(569,910)	(332,448)	(283,271)	(286,639)	50%	(93,498)	(97,054)	3,556		
Sewer	(169,523)	(98,888)	(83,994)	(85,529)	50%	(27,790)	(28,704)	914		
Garbage	(338,095)	(197,222)	(170,644)	(167,451)	50%	(56,921)	(55,809)	(1,111)		
Cemetery	(2,000)	(1,167)	(1,200)	(800)	60%	0	0	0		
Planning & Subdivision	(3,000)	(1,750)	(1,288)	(1,712)	43%	(128)	(94)	(35)		
Hall	(19,125)	(11,156)	(2,845)	(16,280)	15%	0	(3,137)	3,137		
Arena	(201,784)	(117,707)	(128,036)	(73,748)	63%	(33,687)	(69,181)	35,494		
Park	(37,375)	(21,802)	(400)	(36,975)	1%	(200)	(200)	0		
Curling Rink	(375)	(219)	0	(375)	0%	0	0	0		
FCSS	0	0	0	0	0%	0	0	0		
TOTAL REVENUE	(4,793,219)	(3,900,175)	(3,366,148)	(1,427,071)	70%	(226,771)	(298,473)	71,702		
EXPENSE										
Council	128,936	75,213	68,920	60,016	53%	6,553	8,168	(1,614)		
Administration	642,331	374,693	354,816	287,515	55%	44,230	32,807	11,423		
Fire	29,250	17,063	17,512	11,738	60%	1,216	993	223		
Disaster Service	1,500	875	0	1,500	0%	0	0	0		
By-Law	53,495	31,205	4,915	48,580	9%	1,531	3,233	(1,702)		
Public Work	485,158	283,009	275,222	209,936	57%	40,724	41,434	(710)		
Street & Road	317,300	185,092	132,260	185,040	42%	26,492	14,039	12,453		
Storm Sewer	17,400	10,150	16	17,384	0%	0	441	(441)		
Water	352,900	205,858	164,769	188,131	47%	22,536	23,325	2,816		
Sewer	99,200	57,867	52,439	46,761	53%	7,169	814	6,355		
Garbage	388,511	272,031	249,397	139,114	64%	23,549	22,851	698		
Cemetery	4,800	2,800	2,400	2,400	50%	800	700	100		
Town Beautification	10,500	6,125	4,072	6,428	39%	300	0	300		
Planning & Subdivision	163,350	95,288	65,567	97,783	40%	4,823	9,813	(4,990)		
Hall	188,505	109,961	76,039	112,466	40%	9,405	14,841	(5,436)		
Arena	308,574	180,002	167,866	140,708	54%	11,816	20,289	(8,473)		
Park	55,688	32,485	34,736	20,952	62%	16,390	16,695	(304)		
Curling Rink	42,000	24,500	23,598	18,402	56%	4,182	1,906	2,277		
FCSS & School Fund	581,986	339,492	234,358	347,628	40%	0	0	0		
Total Expense	3,871,384	2,303,707	1,928,901	1,942,483	50%	221,717	212,348	12,975		

Description	2020 Budget	Targeted Amount		2020 Actual		Variance	% of Completion		Increase/ (Decrease)	Percentage	Note
		Jan - Jul	Jan - Jul	Jan - Jul	Jan - Jul		2020 - Jul	2019 - Jul			
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	0	0	0	0	0	0%	0	0	0	0%	
Street and Road	653,400	381,150	303,677	349,723	46%	272,617	47,777	224,840	471%		
storm Sewer	0	0	0	0	0%	0	0	0	0%		
Water	0	0	0	0	0%	0	0	0	0%		
Sewer	0	0	0	0	0%	0	0	0	0%		
Planning & Subdivision	0	0	0	0	0%	0	0	0	0%		
Hall	0	0	0	0	0%	0	0	0	0%		
Arena	0	0	0	0	0%	0	59,575	(59,575)	-100%		
Park	54,255	31,649	0	54,255	0%	0	400	(400)	-100%		
Curling Rink	0	0	0	0	0%	0	0	0	0%		
Total Capital Programs	707,655	412,799	303,677	403,978	43%	272,617	107,752				

PLANNING & DEVELOPMENT

QUARTERLY REPORT APRIL 1 – JUNE 30, 2020

	1st Quarter Jan 1- Mar 31	2nd Quarter Apr 1 - Jun 30	3rd Quarter Jul 1 - Sep 30	4th Quarter Oct 1 -Dec 31
Development Permits	3	1		
Compliance Certificates	1	2		
Encroachment Agreements				
Intermunicipal Referrals	1	1		
Subdivisions				
Unauthorized Developments				
TOTAL	YEAR TO DATE			
Development Permits	4			
Compliance Certificates	3			
Encroachment Agreements				
Intermunicipal Referrals	2			
Subdivisions				
Unauthorized Developments				

Submitted by:

Laraine Stuart



Lamont County Emergency Services
MONTHLY FIRE DISTRICT REPORT

District	Month/Year
District Fire Chief	
Meetings/Events Attended	Professional Development
Projects Started/Completed	Other Information

Fire District Update	
Community Events Hosted/Attended	Training
<p>_____ Total Volunteer Hours in Community</p>	<p>_____ Training Sessions Held <i>The following topics were trained on:</i></p>
Incident Summary	Personnel Summary
<p>_____ Incidents _____ Alarms _____ Fires _____ MFR _____ Motor Vehicle Accidents _____ Other</p>	<p>_____ Personnel on the Roster _____ Volunteer Hours at Station</p>

Respectfully Submitted,