

# Council Package

July 11, 2023



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**AGENDA  
TOWN OF LAMONT  
REGULAR MEETING OF COUNCIL  
July 11, 2023**

**1. CALL TO ORDER AND RELATED BUSINESS**

**1.1. CALL TO ORDER**

**1.2. ADOPTION OF AGENDA**

**1.3. DECLARATION OF PECUNIARY INTEREST**

**1.4. ADOPTION OF MINUTES**

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**2. DELEGATIONS**

**2.1. MOTION FOR ACCEPTANCE OF DELEGATION**

**3. CORRESPONDENCE**

**4. NEW BUSINESS**

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**6. NOTICES OF MOTION**

**7. CLOSED SESSION**

**8. ADJOURNMENT**



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont  
June 27, 2023  
Regular Meeting of Council**

<b>PRESENT:</b>	Kirk Perrin	Mayor
	Jody Foulds	Councillor
	Linda Sieker	Councillor
	Al Harvey	Councillor
	Dave Taylor	Councillor
	Perry Koroluk	Councillor
	Colleen Holowaychuk	Councillor
	Rick Bastow	Chief Administrative Officer
	Tyler Edworthy	Director, Operations & Infrastructure
	Jaclyn Ponto-Lloyd	Recording Secretary

**CALL TO ORDER AND RELATED BUSINESS:**

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

**Adoption of Agenda**

**MOTION: 229/23 Councillor Holowaychuk:** That the Council Agenda be accepted as presented.

**CARRIED**

**Declaration of Pecuniary Interest:** None.

**ADOPTION OF MINUTES:**

- a) Meeting Minutes – June 13, 2023
  - Remove X's from Motion 214/23

**MOTION: 230/23 Councillor Sieker:** That the Minutes of the June 13, 2023 Council Meeting be accepted as amended.

**CARRIED**

- b) Parks & Recreation Committee Meeting Minutes – June 12, 2023
  - Foulds is misspelled in item 5.1

**MOTION: 231/23 Councillor Taylor:** That the Minutes of the June 12, 2023 Parks & Recreation Committee Meeting be accepted as amended.

**CARRIED**

**DELEGATIONS:** None.

**CORRESPONDENCE:**

- **EIPS Board Highlights – May 2023**
- **Bruderheim Canada Day Celebration**
- **Lamont County Reeve’s Annual Charity Golf Tournament**
- **Letter from Municipal Affairs**

**MOTION: 232/23 Councillor Koroluk:** That Council accept the correspondence as information.

**CARRIED**

**NEW BUSINESS:**

**Addition of Bylaw Enforcement Costs to Tax Rolls**

**MOTION: 233/23 Councillor Koroluk:** That Council approve the addition of Bylaw enforcement costs to tax rolls as itemized in the attached Schedule “A”.

**CARRIED**

**Intergovernmental – Meeting Opportunity**

**MOTION: 234/23 Councillor Holowaychuk:** That Council direct Administration to request a meeting with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2023 Alberta Municipalities Fall Convention to discuss Highway 15 enhancement, Local Government Fiscal Framework – beginning in 2024/25, and 2023 Municipal Inflation Support.

**CARRIED**

**Smoky Lake Parade**

**MOTION: 235/23 Councillor Foulds:** That Council attend and include a float in Smoky Lake’s 2023 Heritage Day Parade.

**CARRIED**

**Community Awareness**

**MOTION: 236/23 Councillor Sieker:** That Council attend and include an information table in the Community Awareness at the Lamont Elementary School on September 14, 2023.

**CARRIED**

**2023 Summer Fest Kick Off and Parade**

**MOTION: 237/23 Councillor Sieker:** That Council receive the 2023 Lamont Summer Fest Kick Off and Parade update as information.

**CARRIED**

**Pursuing Shared Priorities with Lamont County**

**MOTION: 238/23 Councillor Holowaychuk:** That Council direct Town Administration to coordinate with County Administration regarding shared economic priorities and ongoing cooperation.

**CARRIED**

**Rail Safety Week**

**MOTION: 239/23 Councillor Koroluk:** That Council proclaim September 18 to 24, 2023 to be Rail Safety Week.

**CARRIED**

**REPORTS:**

**Council Reports:**

<b>Mayor Perrin</b>	Attended the NAAGO meeting on June 22.
<b>Councillor Taylor</b>	Attended the Parks & Recreation Committee Meeting on June 26.
<b>Councillor Harvey</b>	Written report attached.
<b>Councillor Koroluk</b>	Nothing to report.
<b>Councillor Sieker</b>	Written report attached.

**Councillor Foulds** Written report attached.

**Councillor Holowaychuk** Written report attached.

**MOTION: 240/23 Councillor Taylor:** That Council accept the Mayor and Council reports as presented.

**CARRIED**

**Staff Reports:**

**CAO** Written report attached.

**MOTION: 241/23 Councillor Holowaychuk:** That Council accept the CAO report as presented.

**CARRIED**

**NOTICES OF MOTION:** None.

**CLOSED SESSION:**

- **Education Assistance**
  - *FOIP Section 17(2)(e) – Disclosure Harmful to Personal Privacy*
- **Extend CAO Agreement**
  - *FOIP Section 17(2)(e) – Disclosure Harmful to Personal Privacy*
- **Recreation**
  - *FOIP Section 24 – Advice from Officials*

**MOTION: 242/23 Councillor Koroluk:** 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(2)(e) and Section 24 of the *Freedom of Information and Protection of Privacy Act* at 7:34 p.m.

**CARRIED**

**MOTION: 243/23 Councillor Holowaychuk:** That Council revert to regular Council meeting session at 8:21 p.m.

**CARRIED**

**MOTIONS ARISING FROM CLOSED SESSION:**

**MOTION: 244/23 Councillor Taylor:** That Council authorize and proceed with offering the CAO a new employment agreement.

**CARRIED**

**MOTION: 245/23 Councillor Taylor:** That Council approve the Chief Administrative Officer's 2023 education assistance request for \$3,157.41 as part of the education allowance in the new CAO employment agreement.

**CARRIED**

**MOTION: 246/23 Councillor Harvey:** That Council receive the Recreation update as information.

**CARRIED**

**ADJOURNMENT:** Mayor Perrin adjourned the meeting at 8:23 p.m.

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Mayor

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Chief Administrative Officer



5307 – 50 Avenue  
Lamont, AB T0B 2R0

**Town of Lamont**  
**June 26, 2023, 7:00 pm**  
**Parks and Recreation Committee**  
**via Zoom**

**Agenda**

<b>PRESENT:</b>	David Taylor	Chair
	Jody Foulds	Vice Chair (Absent)
	Kirk Perrin	Ex Officio
	Tyler Edworthy	Administrative Liaison
	Emma Skillings	Public Member at Large
	Krista Skinner	Public Member at Large
	Lindsey Mercer	Public Member at Large
	Matthew Levicki	Public Member at Large (Absent)

**Public Attendees:**

- 1) **Call to Order and Related Business: 7:01pm**
- 2) **Appointment of Recording Secretary: Kirk Perrin**
- 3) **Adoption of Agenda: Kirk Perrin**
- 4) **Adoption of Minutes:** Done Via Email.
- 5) **NEW BUSINESS: N/A**
- 6) **Old Business:**

6.1 Playground Development –

Motion By: Kirk Perrin: Volito Multi-User Swing installation for Hillside Park to be funded by the INFSS initiative – **Carried**

6.2 Picnic in the Park – Sept 8<sup>th</sup> backup date Sept 15<sup>th</sup>

6.3 Hillside access gates – update given – trail cameras to be considered.

6.4 Cemetery sign – updated given.

**7) Round Table:**

Discussion around future of ball diamond 4 – possible dog park

**8) GodNext Meeting:** August 28<sup>th</sup>, 2023

**9) Adjournment:** 7:58pm



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.1

MEETING DATE:  
July 11, 2023

## ITEM DESCRIPTION OR TITLE FCSS AMENDING AGREEMENT

### RECOMMENDATION

**THAT** Council accept the FCSS Amending Agreement update as information.

### BACKGROUND

On June 26, 2023 the Town of Lamont was notified of changes to Lamont County's 2023 FCSS funding. The Government of Alberta will provide an additional \$8,345.09 towards local FCSS operations. In turn, this increases the Town of Lamont's 2023 contribution by 4.5%. Lamont will pay \$11,655.27 in the current year. \$380.52 higher than the current budgeted total.

Each of the 5 Lamont region communities will see an increase of 4.5%.

### COMMUNICATIONS

- N/A.

### IMPLICATIONS OF DECISION

Supports programming in the community and extended region.

### FINANCIAL IMPLICATIONS

Increase of \$380.52

### POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023-2027- Strategic Priorities- Safety + Wellbeing: Goal: Support our residents to lead healthy, fulfilling lives.

### ATTACHMENTS

- N/A

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



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

AGENDA ITEM: 4.2

**MEETING DATE:**  
July 11, 2023

**ITEM DESCRIPTION OR TITLE**

**APPOINTMENT OF REGIONAL DIRECTOR OF EMERGENCY MANAGEMENT**

**RECOMMENDATION**

**THAT** Council appoint Broderick (Bo) Moore as Regional Director of Emergency Management.

**BACKGROUND**

Council is required to appoint a Regional Director of Emergency Management (DEM) and Regional Deputy Director of Emergency Management as per the Regional Emergency Management Bylaw 03-21.

It is noted that Council approved a Regional Emergency Management Partnership Agreement, Regional Emergency Management Bylaw, and associated Terms of Reference in 2019. To date the Regional Emergency Management Partnership has been endorsed by the province.

**COMMUNICATIONS**

Advise Lamont County.

**IMPLICATIONS OF DECISION**

Supports emergency preparedness.

**FINANCIAL IMPLICATIONS**

N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**

Regional Emergency Management Bylaw 03-21

**ATTACHMENTS**

None.

Report Prepared By: Rick Bastow, CAO

Approved by CAO:



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.3

**MEETING DATE:**  
July 11, 2023

## ITEM DESCRIPTION OR TITLE FACILITY SPONSORSHIP

### RECOMMENDATION

**THAT** Council determine the appropriate course of action.

### BACKGROUND

Administration has completed initial research concerning firms that specialize in public sector marketing and sponsor attraction. 12 qualified firms have been identified to date.

The firms are primarily located in Alberta, British Columbia, and Alberta. Compensation models vary and can include a percentage of the negotiated sponsorship value, a flat fee, or a percentage plus fee arrangement.

Administration is requesting Council permission to engage prospective firms and confirm costs the Town will incur via facility sponsorship efforts.

If Council approves the request, an accompanying motion could read. **THAT** Town Council direct administration to issue a Request for Proposal concerning facility sponsorship attraction.

### COMMUNICATIONS

Request for Proposal issued.

### IMPLICATIONS OF DECISION

Supports municipal sustainability.

### FINANCIAL IMPLICATIONS

N/A

### POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023-2027- Strategic Priorities - Fiscal Responsibility Goal: Grow and diversify municipal revenue streams



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

**ATTACHMENTS**

None.

Report Prepared By: Rick Bastow, CAO

Approved by CAO:

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

**AGENDA ITEM:** 4.4

**MEETING DATE:**  
July 11, 2023

**ITEM DESCRIPTION OR TITLE**

**PROPOSED MCSNET WIRELESS COMMUNICATIONS INSTALLATION**

**RECOMMENDATION**

**THAT** Council determine the appropriate course of action.

**BACKGROUND**

MCSnet has commenced its Public Consultation process concerning development of a communications tower being a 45’ wooden pole. The proposed site would be located at 4503 48 Street. Administration and the Development Officer worked through the process, adhering to the Town Land Use Bylaw, ISED Rules, and other Communications regulatory requirements.

The Public Consultation process is required by (ISED) Innovation, Science and Economic Development Canada (under the Radiocommunication Act) to receive ISED approval. Following this, MCSnet will submit the development permit for final review and decision by the Town’s Development Officer. MCSnet has also requested a letter of support, to be addressed to Fortis, concerning the Town of Lamont expressing its support for the MCSnet application to deploy radio devices on FortisAlberta Infrastructure.

Options include:

- 1) Accept the proposed MSCnet installation wireless communications update as information.
- 2) Issue correspondence in support the Proposed MSCnet Installation package.
- 3) Issue correspondence requesting clarification (if any) concerning the Proposed MSCnet package.
- 4) Other

**COMMUNICATIONS**

TBD

**IMPLICATIONS OF DECISION**

A 45-foot wooden pole with all equipment necessary to operate this facility will reside within an equipment shack located at the base of the pole. Radio equipment on the pole consists of one cluster of Cambium Network cnWave Access Points and would be installed on north corner facing Highway 15.



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

**FINANCIAL IMPLICATIONS**

Increased assessed value of the property could result in higher property tax revenue.

**POLICY AND/OR LEGISLATIVE REFERENCES**

Innovation, Science and Economic Development Canada (ISED)'s Spectrum Management.  
Town of Lamont Land Use Bylaw.

**ATTACHMENTS**

- 1) Lamont Leader Advertisement May 31 2023.
- 2) Land Use Bylaw Section 5.7 Communication Tower – Utility Service Minor.
- 3) Letter of Support

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:



## Proposed Pole Placement in the Town of Lamont

Please take notice that MCSnet is proposing a 45ft pole placement in the Town of Lamont

### LOCATION

- NW-16-55-19-W4

The purpose of this pole is to provide enhanced Broadband Wireless Internet Services in the area along with VOIP (Voice over IP) telephone services.

All equipment complies with Health Canada's Safety Code 6, including combined effects within the local radio environment at all times. The installation will respect good engineering practices, including structural adequacy. The pole will be constructed in compliance with Transport Canada's aeronautical obstruction marking requirements.

Any person(s) wishing further information, having questions, comments or concerns are asked to contact MCSnet on or before the close of July 31, 2023.

**MCSnet**  
Attn: Project Department  
P.O. Box 98, St.Paul, Alberta T0A 3A0  
Ph: (866) 390-3928 Ext: 797  
Email: toweradmin@mcsnet.ca

**L THE LAMONT LEADER**  
SERVING LAMONT COUNTY

The Lamont Leader office will be  
**CLOSED ON FRIDAY JUNE 30, 2023**  
in lieu of Canada Day.  
Ad deadlines will be Monday July 3 @ 3:30 pm.

Licensing Regulations, as amended.

- 5.6.2 A Child Care Facility shall be located in a separate, self-contained space, either within the principal building on the site or in an accessory building, with separate access to ground level.
- 5.6.3 The Development Officer shall, when deciding whether to approve or refuse a Child Care Facility, take into account among other matters, such as traffic, noise and proximity to incompatible uses (e.g., Retail Alcohol, Neighborhood Pub, etc.) to ensure the proposed Child Care Facility is not adjacent to existing incompatible uses.
- 5.6.4 No portion of a Child Care Facility, including the building, tenant space and, where provided, outdoor play space, shall be located within 50.0 m of a Service Station or Gas Bar. This distance shall be measured from the pump island, fill pipes, vent pipes, or the associated building, depending on whichever is closest to the Child Care Facility.
- 5.6.5 Child Care Services shall not be located within 100 metres of any site being used for Cannabis Retail Sales. *Bylaw 06/18*
- 5.6.6 The separation distance between Child Care Services and a Cannabis Retail Sales site shall be measured from the closest point of the exterior wall of the building in which the proposed Cannabis retail sales use is located to the closest point of the exterior wall of the building in which the other use is located. The separation distance shall not be measured from district boundaries. *Bylaw 06/18*

## **5.7 Communication Tower - Utility Service Minor**

- 5.7.1 Subject to the following regulations, the Town shall follow the Default Public Consultation Process set out by Industry Canada in regard to Radio communication and Broadcasting Antenna Systems, as amended.
- 5.7.2 To initiate the Public Consultation process, and for tracking purposes, the applicant shall submit a complete Development Permit application to the Town, in accordance with Section 3.6. The following should be considered in the design and siting of both tower and antenna structures as well as auxiliary buildings:
  - a) Screening of facilities by using existing vegetation, landscaping, fencing, or other means in order to blend with the built and natural environments.

- b) Design and color sensitive to the style of architecture in the neighbourhood to encourage unobtrusive, inconspicuous appearance.
- c) Massing – situate as near as possible to similarly scaled structures.
- d) Lighting of the facilities is prohibited unless required by Navigation Canada.
- e) Stealth and/or monopole structures with flush mounted antennas should be used to better integrate form with the existing built environment. Where co- location on a single structure is desired, opportunities to design equipment within a single structure should be investigated.
- f) Access to facilities should be possible without unduly interfering with traffic flow or without unduly creating safety hazards.

5.7.3 Communications Towers are not permitted in residential districts.

5.7.4 Upon completion of the Public Consultation Process the Town shall provide a letter of support or non-support to Industry Canada detailing:

- a) its' reasons for support or non-support of the proposed facility from the Town's land use perspective, and;
- b) whether the carrier had adequately carried out the public consultation process established by Industry Canada.

**5.8 Dwelling, Backyard Suite** *Bylaw 08/20*

5.8.1 A backyard suite contains two or more rooms used or designed to be used as a residence by one or more persons.

5.8.2 Contains kitchen, living, sleeping and sanitary facilities.

5.8.3 Is located in a detached accessory building located in the rear yard.

5.8.4 May be attached to an accessory building

5.8.5 Is considered accessory and secondary to the principal use of a single detached dwelling.

5.8.6 Must be located on the same parcel as a single detached dwelling.

FortisAlberta  
11 Bayside Place  
Strathmore, AB, T1P 1C8

Dear FortisAlberta

RE: Support for MCSnet's application for "Joint Use: Small Connected Devices"

The Town of Lamont would like to express its support for MCSnet and their application to FortisAlberta for the attachment and deployment of radio devices on FortisAlberta Infrastructure within the Town of Lamont to enable the launch of their GigAir broadband service. This technology will enhance rural broadband connectivity for the residents of our community.

By providing an alternative high-speed option, MCSnet will be able to help close the gap in connectivity for our residents and businesses. These upgrades are essential in meeting the government's objective of helping every Canadian receive access to high-speed internet. These services are also essential for meeting the rapid growth in bandwidth demands for our anchor institutions, residents, and businesses.

The Town of Lamont therefore fully supports MCSnet's application to install necessary small devices (radios) to upgrade our existing broadband services.

Thank you for your consideration.

Your truly,

Kirk Perrin  
Mayor, Town of Lamont



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

AGENDA ITEM: 4.5

**COUNCIL MEETING DATE:**  
July 11, 2023

**ITEM DESCRIPTION OR TITLE**

**ADDITION OF BYLAW ENFORCEMENT COSTS TO TAX ROLLS**

**RECOMMENDATION**

**THAT** Council approve the addition of Bylaw enforcement costs to tax rolls as itemized in the attached Schedule "A".

**BACKGROUND**

Costs associated with bylaw enforcement process can be transferred to the tax rolls as stated within the Municipal Government Act (MGA). A list of roll numbers and the associated cost, as per Bylaw 06-21 2022 Fees and Charges, has been attached as Schedule "A". The fee is related to Bylaw, Administration, and Contractor costs.

**COMMUNICATIONS**

The property owners will be notified of the fees added to their tax roll.

**IMPLICATIONS OF DECISION**

With the charges added to the tax roll, it is possible that costs may be recovered.

**FINANCIAL IMPLICATIONS**

Collection of fees through the tax roll could result in reimbursement of costs to the Town.

**POLICY AND/OR LEGISLATIVE REFERENCES**

Bylaw 01 23\_Community Standards Bylaw

**ATTACHMENTS**

1. Schedule "A"- Bylaw Enforcement Costs to Tax Rolls

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

<b>Schedule "A"</b>	
<b>Bylaw Enforcement Costs to Tax Rolls</b>	
<b><u>Roll #</u></b>	<b><u>Total Cost</u></b>
15600	\$285.00
34500	\$285.00
<b>TOTAL</b>	<b>\$570.00</b>



# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.6

**COUNCIL MEETING DATE:**  
July 11, 2023

## ITEM DESCRIPTION OR TITLE

**TOWN OF LAMONT- 2023 CAPITAL WORKS PROGRAM**

## RECOMMENDATION

**THAT** Council accept the 2023 Capital Works Program update as information.

## BACKGROUND

Council directed administration to secure the construction contract for the 2023 Capital Works Program pending the result of the interview questionnaire of the top 2 proponents identified through the tender scoring matrix.

The interview questionnaire verified that both proponents have a good understanding of the 2023 Capital Works Program and expectations relating to the project scope, construction safety, and communication. Both proponents have a good understanding of the program and scored evenly on the interview questionnaire of 100 points.

Based on the tender scoring matrix, construction timeline, and results from the interview questionnaire, administration is please to announce Nikiforuk Construction Ltd. Was the successful contractor for the 2023 Capital Works Program.

## COMMUNICATIONS

Keep the community and residents located in the construction areas informed on the 2023 capital works program and important milestones.  
Provide regular progress updates to Council.  
Door knockers delivered before construction starts.  
Social media and website posts.

## IMPLICATIONS OF DECISION

Reduce risk of essential service failure and emergency utility repairs.

## FINANCIAL IMPLICATIONS

\$745,000 approved budget for the Town of Lamont- 2023 Capital Works Program.

## POLICY AND/OR LEGISLATIVE REFERENCES

2023 – 2027 Strategic Plan:

Fiscal Management - Goal: Demonstrate leadership in fiscal management and prioritization.

Infrastructure: - Goal: Continue to follow best practices in asset management.



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

**ATTACHMENTS**

N/A

Report Prepared By: Tyler Edworthy, Director Operations & Infrastructure

Approved by CAO:

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

AGENDA ITEM: 4.7

**COUNCIL MEETING DATE:**  
July 11, 2023

**ITEM DESCRIPTION OR TITLE**

**2024 BUDGET SCHEDULE AND APPROACH**

**RECOMMENDATION**

**THAT** Council accept the 2024 Budget Schedule and Approach as information.

**BACKGROUND**

*Municipal Government Act (MGA)* requires that Town Council review and approve the Town's budget each year.

Council must consider impacts on the base budget. Budget drivers may include, but are not limited to:

- General inflation.
- Utility cost increases.
- Increased policing cost downloaded by the Province.
- Items identified by the Town's Strategic Plan.
- Capital programs for the year of 2024.
- Debt and reserve level.
- Provincial funding level changes, including Local Government Fiscal Framework (LGFF)(previously named as MSI)

Therefore, upon reviewing the requirements of the MGA along with consideration of Council's input during the Strategic Planning process, setting this schedule and approach to the budget process is an important stage towards enhanced transparency and good governance. Administration has prepared the attached 2024 Budget Schedule for Council's consideration.



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

**COMMUNICATIONS**

The budget schedule will be published on the website.

**IMPLICATIONS OF DECISION**

Refer to enclosed 2024 Budget Schedule (Appendix 1). Approval of the attached timelines as presented will allow Council and Administration to implement the planning and budget process for 2024 which includes the development of a 3-year and 5-year financial plans, Fees and Charges Bylaw and update the Utility Bylaw in a timely manner.

**FINANCIAL IMPLICATIONS**

N/A

**POLICY AND/OR LEGISLATIVE REFERENCES**

MGA Section 242  
MGA Section 243  
MGA Section 283

**ATTACHMENTS**

1. Appendix 1 – Budget Schedule

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:

# 2024 BUDGET SCHEDULE





# TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.8

**COUNCIL MEETING DATE:**  
July 11, 2023

**ITEM DESCRIPTION OR TITLE**  
Bylaw 10/23, Community Standards

### RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 10/23, Community Standards.
2. **THAT** Council give second reading to Bylaw 10/23, Community Standards.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 10/23, Community Standards.
4. **THAT** Council give third reading to Bylaw 10/23, Community Standards.

### BACKGROUND

Community standards bylaw updates have been identified to strengthen enforcement considerations pertaining to unsightly and derelict properties. The updated definitions will assist in addressing resident concerns and ensuring Town Bylaw enforcement has added remedies to address noncompliance.

The Community Standards Bylaw has been updated in conjunction with legal services to ensure adherence to the MGA. Administration recommends approval of Bylaw 10/23, Community Standards.

### COMMUNICATIONS

If approved, the Community Standards Bylaw will be posted on the website.

### IMPLICATIONS OF DECISION

If Bylaw 10/23 is enacted, Bylaw 01/23 is repealed.

### FINANCIAL IMPLICATIONS

N/A

### POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023 – 2027 - Community Connection + Vibrancy Goal: Promote community beautification and sense of place.



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

**ATTACHMENTS**

1. Bylaw 10/23, Community Standards
2. Bylaw 10/23, Community Standards Schedule "A"
3. Bylaw 01/23, Community Standards

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO:

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

**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA,  
FOR THE PURPOSE OF REGULATING COMMUNITY STANDARDS, SNOW  
REMOVAL, NOISE, FIRE PIT AND BURNING.**

**WHEREAS**, under the provisions of the *Municipal Government Act*, RSA 2000, c. M-26, the Council of the Town of Lamont may pass Bylaws respecting the following matters:

- i. the safety, health and welfare of people and the protection of people and property, and
- ii. clearing of snow, ice, dirt and other obstructions from the sidewalks situated on land adjoining the property owned or occupied by them, and
- iii. prohibiting, eliminating or abating noise within the Town of Lamont.

**AND WHEREAS** pursuant to the *Safety Codes Act*, a Council may pass bylaws respecting the following matters:

- i. minimum maintenance standards for building and structures, and
- ii. unsightly or derelict buildings or structures.

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

**1. BYLAW TITLE**

- 1.1 This Bylaw is known as “Community Standards Bylaw”.

**2. ENFORCEMENT REQUIREMENT**

- 2.1 The Town of Lamont is not required to enforce this Bylaw or parts of this Bylaw. In deciding whether to enforce this Bylaw or parts of this Bylaw, the Town may take into account any practical concerns, including available budget and personnel resources.

**3. DEFINITIONS**

- 3.1 For the purposes of this Bylaw:
  - a. “Act” means the *Municipal Government Act*, RSA 2000, c.M-26.
  - b. “Boulevard” means the part of a Highway that:
    - i. is not a roadway, and

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- ii. is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.
- c. “Building” means anything constructed or placed on, in, over or under land that does not include a Highway.
- d. “Chief Administrative Officer” means the individual appointed as such under the *Municipal Government Act* R.S.A. 2000, c. M-26 as amended or repealed and replaced from time to time and regulation thereunder, by Council, also known as the “Town Manager”.
- e. “Council” means the Council of the Town of Lamont.
- f. “Fire” means any combustible material in a state of combustion.
- g. “Fire Chief” means any person(s) designated by the Town of Lamont to perform the duties and responsibilities as outlined in this or the Fire Bylaw.
- h. “Fire Department” means the Town department duly appointed as the Fire Department by Council.
- i. “Highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of them, whether public or privately owned, that the public is ordinarily entitled or permitted to use for the passage of vehicles and includes:
  - i. a sidewalk including a boulevard adjacent to the sidewalk;
  - ii. if a ditch lies adjacent to and parallel with the roadway, the ditch; and
  - iii. if a Highway right of way is contained between fences or between a fence and one regulation not to be a Highway.
- j. “Land Use Bylaw” means the Town’s Land Use Bylaw, as amended.
- k. “Motor Vehicle” means a vehicle propelled by any power other than muscular power.
- l. “Night Time” means the period beginning at 10:00 pm and ending the following day at:

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- i. 7:00 am if the following day is Monday through Friday; or
- ii. 9:00 am if the following day is a Saturday, Sunday or statutory holiday.
  
- m. “Occupant” means a person or persons occupying property, including a lessee or licensee, who has actual use, possession or control of the property.
  
- n. “Owner” means the registered owner of the property, shown as the owner of a parcel of land on the Town’s assessment roll prepared by the Town pursuant to the *Municipal Government Act*.
  
- o. “Person” means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative.
  
- p. “Peace Officer” means:
  - i. a member of the Royal Canadian Mounted Police;
  - ii. a member of a municipal police service;
  - iii. a Community Peace Officer where under that person’s appointment as a Community Peace Officer that person is empowered to carry out the duties of a Peace Officer; or
  - iv. a Bylaw Enforcement Officer who is appointed as per the Bylaw Enforcement Officer Bylaw.
  
- q. “Property” means real property and any building and improvements thereon.
  
- r. “Public Place” means a property, whether publicly or privately owned, to which members of the public have access as a right or by express implied invitation, whether for payment of any fee or not.
  
- s. “Residential Building” means a structure that contains one or more dwelling units including a house, multi-family dwelling, housing project, apartment building, lodging house, senior citizen complex or hospital;
  
- t. “Sidewalk” means that part of a highway especially adapted to the user or ordinarily used by pedestrians and includes that part of a

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highway between the curb line, or where there is no curb line, the edge of the highway and the adjacent property line whether or not it is paved or improved.

- u. “Town” means the Municipal Corporation of Lamont.
- v. “Violation Tag” means a tag or similar document issued by the Town pursuant to the *Municipal Government Act* R.S.A. 2000, c. M-26 as amended or repealed and replaced from time to time and regulation there under.
- w. “Violation Ticket” has the same meaning as in the *Provincial Offences Procedure Act*.

**4. INTERPRETATIONS**

- 4.1 An owner is ultimately responsible for all activities on their property which may constitute an infraction of this Bylaw.
- 4.2 Nothing in this Bylaw relieves a person from complying with any Federal or Provincial legislation or regulation, other bylaw or any requirement of any lawful permit, order or license.

**5. PROPERTY MAINTENANCE/LAND AND BUILDINGS**

- 5.1 For the purpose of this part, a person who is the owner or occupant shall be considered to occupy the boulevard and sidewalks immediately adjacent to their property.

**6. WATER, EAVES TROUGHS, DOWNSPOUTS**

- 6.1 No owner or occupant of a property shall allow a flow of water from a hose or similar device on the property to be directed to an adjacent property.
- 6.2 An owner or occupant of a property shall direct any rainwater, downspout or eaves troughs on the property towards the:
  - i. front of the property;
  - ii. side yard which does not abut another property; or

- iii. a side yard which abuts another property only if there is a minimum of 6 meters (20 feet) of permeable ground between the outfall of the downspout or eaves trough and the adjacent property.

## 7. SNOW, ICE, DEBRIS OR OBSTRUCTION

- 7.1 The owner or occupant of any property adjacent to a sidewalk is responsible for the removal of all ice and snow from that portion of the sidewalk within seventy-two (72) hours of a snowfall or rainfall that creates icy conditions.
- 7.2 Where an owner or occupant anticipates being absent, the owner or occupant must make arrangements to ensure the sidewalks are maintained in accordance with this Bylaw.
- 7.3 Snow removed from driveways, parking lots or service lots shall NOT be placed or moved onto highways or sidewalks.
- 7.4 Snow removed from sidewalks only, in the business area, shall NOT be placed on the highway unless there is no lot space available to store the snow.
- 7.5 An owner or occupant of a building abutting or within 3 meters (9.8 feet) of any highway or public place, shall remove snow or ice that has accumulated on the roof, eaves, or awning to the extent that a danger or risk is created to the public passing or the property of others. The corrective action shall be undertaken immediately with due care for the warning and safety of public passing or the property of others.
- 7.6 If water drips from a building or awning upon a sidewalk or highway, the owner or occupant of the property shall clean the sidewalk or highway portion thereof to prevent ice from forming thereon.
- 7.7 No person shall place any goods, wares, merchandise or any other article upon a sidewalk or highway outside any shop, warehouse or other building so as to obstruct or cause hazard to pedestrian or vehicular traffic.
- 7.8 Where an owner or occupant fails to comply with Section 7.1, the Town may cause the sidewalk to be cleared of any snow or ice at the expense of the owner.

## 8. FIRE PIT/FIREPLACE STANDARDS

- 8.1 In this part, a fire pit means an outdoor receptacle for a recreational fire that meets the following specifications:
- i. The location is at least 3.0 (9.8 feet) from any building, property line, or combustible material;
  - ii. The opening does not exceed 1 meter (39 inches) in width or diameter;
  - iii. The installation has enclosed sides made of non-combustible material;
  - iv. It has a spark arrester mesh screen cover with an opening no larger than 1.25 cm (0.5 inches) which is constructed of a non-combustible material and covers the fire pit in a manner sufficient to contain and reduce the hazards of airborne sparks;
  - v. It is not located over any underground utilities or under any above ground wires;
  - vi. The fire pit does not exceed 0.6 meters (2 feet) when measured from the surrounding grade to the top of the pit.
- 8.2 A fireplace means an outdoor receptacle that meets the following specifications:
- i. A minimum of 1 meter (39 inches) from the nearest fireplace edge is maintained from all buildings, property lines and other combustible materials;
  - ii. The fireplace is constructed of materials such as bricks or rocks that are heat and flame resistant;
  - iii. The fireplace is equipped with a chimney that is not less than 2.5 meters (8.2 feet) in height when measured from the base of the fire burning area;
  - iv. The fireplace chimney is equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
  - v. The base of the fire burning area is not less than 0.3 meters (12 inches) above the surrounding grade;

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- vi. The fire chamber does not exceed 1.25 meters (49 inches) in width and is between 0.4 meters (16 inches) and 0.6 meters (24 inches)

**8.3 Prohibited Debris in this section means:**

- i. animal cadavers;
- ii. animal manure;
- iii. pathological waste;
- iv. non-wooden material;
- v. material in automobiles and automobile bodies;
- vi. tires;
- vii. rubber, plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
- viii. used oil;
- ix. wood or wood products containing substances for the purpose of preserving wood;
- x. household refuse.

**8.4 Burnable Debris in this section means:**

- i. leaves and tree prunings;
- ii. brush and fallen trees on newly cleared land or associated with logging operations;
- iii. used power, telegraph and telephone poles that do not contain wood preservatives;
- iv. wooden material from construction or demolition of buildings which does not contain wood preservatives;
- v. solid waste from sawmills or planing mills with an annual production of less than 6500 cubic meters of lumber;

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- vi. solid waste from post or pole operations that does not contain wood preservatives; and
- vii. solid waste from tree harvesting operations.

8.5 Portable Barbecuing Appliance means any appliance sold or constructed for the purpose of cooking food outdoors, normally fueled by liquefied petroleum gas (LPG), natural gas, compressed briquettes or charcoal.

8.6 When using an approved fire pit or approved fireplace, there shall be no burning of prohibited debris, and no burning of any material that is contrary of federal, provincial, or municipal legislation or regulations.

8.7 Every owner or occupant who builds, ignited or allows a fire in an approved fire pit or approved fireplace must ensure that:

- i. only burnable debris is used;
- ii. a means of extinguishing the fire is kept on hand at all times while the fire is burning;
- iii. the flames from the fire do not exceed 1 meter (39 inches) in height at any time;
- iv. the fire is supervised at all times by a responsible person; and
- v. prior to leaving the fire, the fire is extinguished completely, leaving only cold ashes.

8.8 Fire Ban: Notwithstanding any provision of this or any other Bylaw, the Fire Chief or their designate may declare a partial or complete ban on burning of any kind within the Town limits. If a fire ban has been declared, no person shall build, ignite or allow any kind of fire contrary to the fire ban.

**9. NOISE CONTROL**

9.1 Except as authorized pursuant to this Bylaw, no Person shall cause or permit any noise that annoys or disturbs the peace of any other Person.

9.2 Except as authorized pursuant to this Bylaw, no Owner or Occupant of a Premises shall cause or permit any noise that annoys or disturbs the peace of any other Person.



9.3 In determining if a sound is reasonably likely to annoy or disturb the peace of others consideration may be give, but is not limited to:

- i. type, volume, and duration of the sound;
- ii. time of day and day of week;
- iii. nature and use of the surrounding area; and
- iv. any other relevant factor.

or as determined by Peace Officer

9.4 With the exception of the activities referred to herein, unless permission from the Town is first obtained, no Person shall use, operate, or allow to be used or operated, any tools, machinery, motor vehicle, or equipment so as to create a noise, or disturbance which may be heard in a Residential Building in the Night Time.

9.5 No Drinking Establishment shall permit any noise to emanate from the Premises of such Drinking Establishment such that it annoys or disturbs any Person outside the boundary of the Drinking Establishment.

9.6 In the operation or carrying on of an industrial activity, the Person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.

9.7 Nothing in this Bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which is a permitted use, an approved discretionary use, or a non-conforming, but not illegal, use as defined in the Act.

9.8 Section 9 does not apply to work carried on by the Town or by a contractor carrying out the instructions of the Town.

## **10. UNSIGHTLY**

10.1 An unsightly is any condition on or around property that is untidy, offensive, dangerous to health and safety, or which interferes with the use or enjoyment of other property, and includes:

- i. uncut grasses or weeds on the property that are longer than 10 cm;

- ii. trees or shrubs that interfere with civic works or any public utilities, obstructs sidewalk adjacent to property, that impairs the visibility required for the safe traffic flow at any intersection adjacent to the property, or that has any rot, disease or any other deterioration;
- iii. dense or opaque smoke emitted into the atmosphere;
- iv. dense or opaque dust emitted into the atmosphere;
- v. smelly compost heaps or other noxious odors;
- vi. wrecked, dismantled, rusted or inoperative vehicles or vehicle parts, or those that are abandoned, unregistered or uninsured;
- vii. any material including but not limited to garbage, building materials, tires, boxes, machines or machine parts;
- viii. any condition, which in the opinion of the Peace Officer, taking into account the land use district, the authorized land uses and neighboring properties, are detrimental to the surrounding area;
- ix. in respect of a structure, any signs of significant physical deterioration, including but not limited to, peeling/unfinished paint, damaged or missing shingles, shutters or railings, collapsed or collapsing structures, or broken/damaged/unsecured doors or windows; and
- x. any land that shows signs of a serious disregard for general maintenance or upkeep, included but not limited to, broken or damaged driveways or walkways, and collapsing or damaged sheds.

10.2 The person responsible for the contravention, which can include the owner or occupant, must prevent unsightly conditions and immediately remedy unsightly conditions.

## 11. MISCELLANEOUS RESTRICTIONS AND PROHIBITIONS

11.1 The owner or occupant is responsible for any object or good disposed of or from the property onto any portion of a highway.

11.2 A motor vehicle found to be leaking engine, transmission or brake fluid, antifreeze or any other environmentally harmful fluids of any type shall be deemed to constitute a danger to public safety and may be towed away

and the fluids removed from the highway at the expense of the registered owner of the motor vehicle.

- 11.3 No person shall tamper with or remove a manhole cover or valve cover from its seat base without authorization from the Chief Administrative Officer.

## 12. ENFORCEMENT

- 12.1 The Chief Administrative Officer is hereby authorized to enforce the provisions of this Bylaw.
- 12.2 A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

## 13. ORDER TO REMEDY

- 13.1 Pursuant to the *Municipal Government Act*, if a designated officer believes, on reasonable grounds, that a person is contravening this Bylaw, the designated officer may, by written order require any person responsible for the contravention to remedy it.
- 13.2 The order may:
- i. direct a person to stop doing something, or to change the way in which the person is doing it;
  - ii. direct a person to take any action or measures necessary to remedy the contravention of this Bylaw and if necessary to prevent a recurrence of the contravention;
  - iii. state a time within which the person must comply with the directions;
  - iv. state that if the person does not comply with the directions within a specified time, the Town will take necessary actions or measures required to remedy the contravention, at the expense of the person.
- 13.3 Pursuant to the *Municipal Government Act*, the expenses and cost of an action or measure taken by the Town under this section are an amount owing to the Town by the person who contravened the Bylaw.
- 13.4 Pursuant to the *Municipal Government Act*, a Council may add the following amounts to the tax roll of a parcel of land:

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- i. unpaid expenses and costs referred to in the *Municipal Government Act*, if the owner of the property contravened the Bylaw and the contravention occurred on all or part of the property;
  - ii. any administrative charges as set in Policy by Council resolution as amended from time to time.
- 13.5 A person named in and served with an order issued pursuant to this section shall comply with any action or measure required to be taken within the time specified.
- 13.6 An order issued pursuant to this section may be served:
- i. In the case of an individual:
    - a. by delivering it personally to the individual;
    - b. by leaving it for the individual at their apparent place of residence with someone who appears to be at least 18 years of age; or
    - c. by registered mail addressed to the individual at their apparent place of residence or to any address of the individual on the tax roll of the Town; and
  - ii. In the case of a corporation:
    - a. by delivering it personally to any director or officer of the corporation;
    - b. by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
    - c. by registered mail addresses to the registered office of the corporation.

**14. OBSTRUCTION**

- 14.1 A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this Bylaw.

## 15. GENERAL

- 15.1 Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer or any Peace Officer may:
- i. carry out an inspection to determine compliance with this Bylaw, or take any steps or carry out any action required to enforce this Bylaw; or
  - ii. take any steps or carry out any actions required to remedy a contravention of this Bylaw; or
  - iii. establish investigation and enforcement procedures with respect to property and such procedures may differ depending on the type of property in question.

## 16. APPEAL PROCEDURE

- 16.1 A person who receives a written order under this Bylaw may request Council to review the order by delivering a written request to the Chief Administrative Officer within fourteen (14) days of the order being received. The order shall be deemed received within five (5) days of mailing.

## 17. OFFENCE

- 17.1 A person who contravenes any provision of this Bylaw is guilty of an offence.

## 18. OFFENCES AND PENALTIES

- 18.1 A person who is guilty of an offense is liable, upon summary conviction, to a specified penalty for that offence as set out in Schedule "A" to this Bylaw.
- 18.2 Notwithstanding **Section 12** of this Bylaw, any person who commits a second or subsequent offence under this Bylaw within ONE (1) year of committing a first offence under this Bylaw, is liable upon summary conviction to the fine as set out in Schedule "A" of this Bylaw, for that offence.
- 18.3 Under no circumstances shall a person contravening any provision of this Bylaw be subject to the penalty of imprisonment.

## 19. VIOLATION TAGS

- 19.1 A Peace Officer is hereby authorized and empowered to issue a Violation Tag to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 19.2 A Violation Tag may be served:
- i. In the case of an individual:
    - a. by delivering it personally to the individual;
    - b. by leaving it for the individual at the apparent place of residence with someone who appears to be at least 18 years of age; or
    - c. by mail addressed to the individual at the apparent place of residence or to any address for the individual on the tax roll of the Town; and
  - ii. In the case of a corporation:
    - a. by delivering it personally to any director or officer of the corporation;
    - b. by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
    - c. by mail addressed to the registered office of the corporation.
- 19.3 A Violation Tag issued pursuant to this Bylaw shall be in the form approved by the Chief Administrative Officer and shall state:
- i. the name of the person to whom the violation tag is issued;
  - ii. a description of the property upon which the offence has been committed, if applicable;
  - iii. a description of the offence and the applicable Bylaw section;
  - iv. the appropriate penalty for the offence as specified in Schedule "A" of this Bylaw;

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- v. the time period in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and
  - vi. any other information as may be required by the Chief Administrative Officer.
- 19.4 Where a Violation Tag has been issued pursuant to this Bylaw, the person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Violation Tag.
- 19.5 Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a Violation Ticket.

**20. VIOLATION TICKETS**

- 20.1 In those cases where a Violation Tag has been issued and the penalty has not been paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedures Act*, to any person whom a Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 20.2 Notwithstanding the foregoing provision of this Bylaw, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
- 20.3 A Violation Ticket issued with respect to a contravention of this Bylaw shall be served on the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.
- 20.4 The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together along with an amount equal to the specified penalty for the offence as provided in Schedule "A" of this Bylaw.
- 20.5 When a clerk of the Provincial Court records the receipt of a voluntary payment pursuant to Section 20.4 and the *Provincial Offences Procedures Act*, the act of recording constitutes acceptance of the fine in the amount of the specified penalty.

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**21. SEVERABILITY**

21.1 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid.

**22. TRANSITIONAL**

22.1 That Bylaw 01-23 Community Standards is hereby repealed.

**23. EFFECTIVE DATE**

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

READ A FIRST TIME THIS 11<sup>th</sup> DAY OF JULY, 2023.

READ A SECOND TIME THIS 11<sup>th</sup> DAY OF JULY, 2023.

READ A THIRD TIME AND PASSED THIS 11<sup>th</sup> DAY OF JULY, 2023.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

July 11, 2023\_\_\_\_\_

Date signed

**SCHEDULE "A" BYLAW 10/23 COMMUNITY STANDARDS**

<b>Section Number</b>	<b>Offence</b>	<b>Violation Ticket 1<sup>st</sup> offence</b>	<b>Violation Ticket 2<sup>nd</sup> and Subsequent Offence</b>
6.1	Water flowing onto another property	\$200.00	\$250.00
7.1	Failure to remove snow or ice	\$200.00	\$250.00
7.3, 7.4	Placing snow off property	\$200.00	\$250.00
7.5	Removal of snow from eaves	\$200.00	\$250.00
7.7	Objects on sidewalk causing an obstruction	\$200.00	\$250.00
8.1	Fire pit not meeting regulations	\$200.00	\$250.00
8.2	Outdoor fireplace not meeting regulations	\$200.00	\$250.00
8.3	Burning Prohibited Material	\$250.00	\$300.00
8.7.2	No means of extinguishing available	\$250.00	\$300.00
8.7.4	No supervisor available	\$250.00	\$300.00
8.7.5	Not fully extinguishing fire	\$250.00	\$300.00
8.8	Burning while a fire ban is in place	\$300.00	\$350.00
9.1	Make Prohibited Noise	\$200.00	\$250.00
10.01	Unsightly	\$350.00	\$600.00

**BYLAW 01/23**

**BEING A BY-LAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF REGULATING COMMUNITY STANDARDS, SNOW REMOVAL, NOISE, FIRE PIT AND BURNING.**

**WHEREAS**, under the provisions of the *Municipal Government Act, RSA 2000, c. M-26*, the Council of the Town of Lamont may pass Bylaws respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property, and
- b) clearing of snow, ice, dirt and other obstructions from the sidewalks situated on land adjoining the property owned or occupied by them.
- c) prohibiting, eliminating or abating noise within the town of Lamont.

**AND WHEREAS**, pursuant to the *Safety Codes Act*, a Council may pass bylaws respecting the following matters:

- a) minimum maintenance standards for building and structures, and
- b) unsightly or derelict buildings or structures.

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

**1. BYLAW TITLE**

1.1 This Bylaw is known as the “Community Standards Bylaw”.

**2. ENFORCEMENT REQUIREMENT**

2.1 The Town of Lamont is not required to enforce this Bylaw or parts of this Bylaw. In deciding whether to enforce this Bylaw or parts of this Bylaw, the Town may take into account any practical concerns, including available budget and personnel resources.

**3. DEFINITIONS**

3.1 “**Boulevard**” means that part of a Highway that:

3.1.1 is not a roadway, and

3.1.2 is that part of the sidewalk that is not especially adapted to the use of or ordinarily used by pedestrians.

3.2 “**Building**” means anything constructed or placed on, in, over or under land that does not include a Highway.

3.3 “**Chief Administrative Officer**” means the individual appointed as such under the *Municipal Government Act R.S.A. 2000, c. M-26* as amended or repealed and replaced

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from time to time and regulation thereunder, by Council, also known as the "Town Manager".

- 3.4 **"Council"** means the Council of the Town of Lamont.
- 3.5 **"Fire"** means any combustible material in a state of combustion.
- 3.6 **"Fire Chief"** means any person(s) designated by the Town of Lamont to perform the duties and responsibilities as outlined in this or the Fire Bylaw.
- 3.7 **"Fire Department"** means the Town department duly appointed as the Fire Department by Council.
- 3.8 **"Highway"** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of them, whether public or privately owned, that the public is ordinarily entitled or permitted to use for the passage of vehicles and includes:
- 3.8.1 a sidewalk including a boulevard adjacent to the sidewalk;
  - 3.8.2 if a ditch lies adjacent to and parallel with the roadway, the ditch; and
  - 3.8.3 if a Highway right of way is contained between fences or between a fence and one side of the roadway, as the case may be but does not include a place by regulation not to be a Highway.
- 3.9 **"Land Use Bylaw"** means the Town's Land Use Bylaw, as amended.
- 3.10 **"Motor Vehicle"** means a vehicle propelled by any power other than muscular power.
- 3.11 **"Night Time"** means the period beginning at 10:00pm and ending the following day at:
- 3.11.1 7:00 AM if the following day is Monday through Friday: or
  - 3.11.2 9:00 AM if the following day is a Saturday, Sunday or statutory holiday.
- 3.12 **"Occupant"** means a person or persons occupying property, including a lessee or licensee, who has actual use, possession or control of the property.
- 3.13 **"Owner"** means the registered owner of the property, shown as the owner of a parcel of land on the Town's assessment roll prepared by the Town pursuant to the *Municipal Government Act*.
- 3.14 **"Person"** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative.
- 3.15 **"Peace Officer"** means:
- 3.15.1 a member of the Royal Canadian Mounted Police;
  - 3.15.2 a member of a municipal police service;
  - 3.15.3 a Community Peace Officer where under that person's appointment as a Community Peace Officer that person is empowered to carry out the duties of a Peace Officer, or
  - 3.15.4 a Bylaw Enforcement Officer who is appointed as per the Bylaw Enforcement Officer Bylaw.

Handwritten initials in blue ink, appearing to be "AB" or similar, written over a horizontal line.

- 3.16 **“Property”** means real property and any building and improvements thereon.
- 3.17 **“Public Place”** means a property, whether publicly or privately owned, to which members of the public have access as a right or by express implied invitation, whether for payment of any fee or not.
- 3.18 **“Residential Building”** means a structure that contains one or more dwelling units including a house, multi-family dwelling, housing project, apartment building, lodging house, senior citizen complex or hospital;
- 3.19 **“Sidewalk”** means that part of a highway especially adapted to the user or ordinarily used by pedestrians and includes that part of a highway between the curb line, or where there is no curb line, the edge of the highway and the adjacent property line whether or not it is paved or improved.
- 3.20 **“Town”** means the Municipal Corporation of Lamont.
- 3.21 **“Violation Tag”** means a tag or similar document issued by the Town pursuant to the *Municipal Government Act* R.S.A. 2000, c.M-26 as amended or repealed and replaced from time to time and regulation there under.
- 3.22 **“Violation Ticket”** has the same meaning as in the *Provincial Offences Procedure Act*.

#### 4. INTERPRETATIONS

- 4.1 An owner is ultimately responsible for all activities on their property which may constitute an infraction of this Bylaw.
- 4.2 Nothing in this Bylaw relieves a person from complying with any Federal or Provincial legislation or regulation, other bylaw or any requirement of any lawful permit, order or license.

#### 5. PROPERTY MAINTENANCE/LAND AND BUILDINGS

- 5.1 For the purpose of this part, a person who is the owner or occupant shall be considered to occupy the boulevard and sidewalks immediately adjacent to their property.

#### 6. WATER, EAVES TROUGHS, DOWNSPOUTS

- 6.1 No owner or occupant of a property shall allow a flow of water from a hose or similar device on the property to be directed to an adjacent property;
- 6.2 An owner or occupant of a property shall direct any rainwater, downspout or eaves troughs on the property towards the:
- 6.2.1 front of the property;
- 6.2.2 side yard which does not abut another property; or
- 6.2.3 a side yard which abuts another property only if there is a minimum of 6 meters (20 feet) of permeable ground between the outfall of the downspout or eaves trough and the adjacent property.

## 7. SNOW, ICE, DEBRIS OR OBSTRUCTION

- 7.1 The owner or occupant of any property adjacent to a sidewalk is responsible for the removal of all ice and snow from that portion of the sidewalk within seventy-two (72) hours of a snowfall or rainfall that creates icy conditions.
- 7.2 Where an owner or occupant anticipates being absent, the owner or occupant must make arrangements to ensure the sidewalks are maintained in accordance with this Bylaw.
- 7.3 Snow removed from driveways, parking lots or services lots shall NOT be placed or moved onto highways or sidewalks.
- 7.4 Snow removed from sidewalks only, in the business area, shall NOT be placed on the highway unless there is no lot space available to store the snow.
- 7.5 An owner or occupant of a building abutting or within 3 meters (9.8 feet) of any highway or public place, shall remove snow or ice that has accumulated on the roof, eaves or awning to the extent that a danger or risk is created to the public passing or the property of others. The corrective action shall be undertaken immediately with due care for the warning and safety of public passing or the property of others.
- 7.6 If water drips from a building or awning upon a sidewalk or highway, the owner or occupant of the property shall clean the sidewalk or highway portion thereof to prevent ice from forming thereon.
- 7.7 No person shall place any goods, wares, merchandise or any other article upon a sidewalk or highway outside any shop, warehouse or other building so as to obstruct or cause hazard to pedestrian or vehicular traffic.
- 7.8 Where an owner or occupant fails to comply with Section 7.1, the Town may cause the sidewalk to be cleared of any snow or ice at the expense of the owner.

## 8. FIRE PIT/FIREPLACE STANDARDS

- 8.1 In this part, a fire pit means an outdoor receptacle for a recreational fire that meets the following specifications:
  - 8.1.1 The location is at least 3.0 meters (9.8 feet) from any building, property line, or combustible material;
  - 8.1.2 The opening does not exceed 1 meter (39 inches) in width or diameter;
  - 8.1.3 The installation has enclosed sides made of non-combustible material;
  - 8.1.4 It has a spark arrester mesh screen cover with an opening no larger than 1.25 cm (0.5 inches) which is constructed of a non-combustible material and covers the fire pit in a manner sufficient to contain and reduce the hazards of airborne sparks;
  - 8.1.5 It is not located over any underground utilities or under any above ground wires;
  - 8.1.6 The fire pit does not exceed 0.6 meters (2 feet) when measured from the surrounding grade to the top of the pit.
- 8.2 A fireplace means an outdoor receptacle that meets the following specifications:

- 8.2.1 A minimum of 1 meter (39 inches) from the nearest fireplace edge is maintained from all buildings, property lines and other combustible materials;
- 8.2.2 The fireplace is constructed of materials such as bricks or rocks that are heat and flame resistant;
- 8.2.3 The fireplace is equipped with a chimney that is not less than 2.5 meters (8.2 feet) in height when measured from the base of the fire burning area;
- 8.2.4 The fireplace chimney is equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
- 8.2.5 The base of the fire burning area is not less than 0.3 meters (12 inches) above the surrounding grade;
- 8.2.6 The fire chamber does not exceed 1.25 meters (49 inches) in width and is between 0.4 meters (16 inches) and 0.6 meters (24 inches).

8.3 Prohibited Debris in this section means:

- 8.3.1 animal cadavers;
- 8.3.2 animal manure;
- 8.3.3 pathological waste;
- 8.3.4 non-wooden material;
- 8.3.5 material in automobiles and automobile bodies;
- 8.3.6 tires;
- 8.3.7 rubber, plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
- 8.3.8 used oil;
- 8.3.9 wood or wood products containing substances for the purpose of preserving wood;
- 8.3.10 household refuse.

8.4 Burnable Debris in this section means:

- 8.4.1 Materials other than prohibited debris, including but not limited to;
  - 8.4.1.1 leaves and tree prunings;
  - 8.4.1.2 brush and fallen trees on newly cleared land or associated with logging operations;
  - 8.4.1.3 used power, telegraph and telephone poles that do not contain wood preservatives;
  - 8.4.1.4 wooden material from construction or demolition of buildings which does not contain wood preservatives;
  - 8.4.1.5 solid waste from sawmills or planing mills with an annual production of less than 6500 cubic meters of lumber;
  - 8.4.1.6 solid waste from post or pole operations that does not contain wood preservatives; and
  - 8.4.1.7 solid waste from tree harvesting operations.

8.5 Portable Barbecuing Appliance means any appliance sold or constructed for the purpose of cooking food outdoors, normally fuelled by liquefied petroleum gas (LPG), natural gas, compressed briquettes or charcoal.

- 8.6 When using an approved fire pit or approved fireplace, there shall be no burning of prohibited debris, and no burning of any material that is contrary of federal, provincial, or municipal legislation or regulations.
- 8.7 Every owner or occupant who builds, ignites or allows a fire in an approved fire pit or approved fire place must ensure that:
- 8.7.1 Only burnable debris is used;
  - 8.7.2 A means of extinguishing the fire is kept on hand at all times while the fire is burning;
  - 8.7.3 The flames from the fire do not exceed 1 meter (39 inches) in height at any time;
  - 8.7.4 The fire is supervised at all times by a responsible person;
  - 8.7.5 Prior to leaving the fire, the fire is extinguished completely, leaving only cold ashes.
- 8.8 Fire Ban: Notwithstanding any provision of this or any other Bylaw, the Fire Chief or their designate may declare a partial or complete ban on burning of any kind within the Town limits. If a fire ban has been declared, no person shall build, ignite or allow any kind of fire contrary to the fire ban.

## 9. NOISE CONTROL

### 9.1 Prohibited Noise

- 9.1.1 Except as authorized pursuant to this Bylaw, no Person shall cause or permit any noise that annoys or disturbs the peace of any other Person.
- 9.1.2 Except as authorized pursuant to this Bylaw, no Owner or Occupant of a Premises shall cause or permit any noise that annoys or disturbs the peace of any other Person.
- 9.1.3 In determining if a sound is reasonably likely to annoy or disturb the peace of others, consideration may be given, but is not limited to:
  - 9.1.3.1 type, volume, and duration of the sound;
  - 9.1.3.2 time of day and day of week;
  - 9.1.3.3 nature and use of the surrounding area; and
  - 9.1.3.4 any other relevant factor.or as determined by Enforcement Officer
- 9.1.4 With the exception of the activities referred to herein, unless permission from the Town is first obtained, no Person shall use, operate, or allow to be used or operated, any tools, machinery, motor vehicle, or equipment so as to create a noise, or disturbance which may be heard in a Residential Building in the Night Time.
- 9.1.5 No Drinking Establishment shall permit any noise to emanate from the Premises of such Drinking Establishment such that it annoys or disturbs any Person outside the boundary of the Drinking Establishment.
- 9.1.6 In the operation or carrying on of an industrial activity, the Person operating or carrying on that activity shall make no more noise than is necessary in the normal method of performing or carrying on that activity.
- 9.1.7 Nothing in this Bylaw shall prevent the continual operation or carrying on of an industrial activity where the activity is one which is a permitted use, an approved discretionary use, or a non-conforming, but not illegal, use as defined in the Act.

9.2 Section 9.1 does not apply to work carried on by the Town or by a contractor carrying out the instructions of the Town.

## 10. UNSIGHTLY

10.1 An unsightly is any condition on or around property that is untidy, offensive, dangerous to health and safety, or which interferes with the use or enjoyment of other property, and includes:

- a) uncut grasses or weeds on the property that are longer than 10 cm.,
- b) trees or shrubs that interfere with civic works or any public utilities, obstructs sidewalk adjacent to property, that impairs the visibility required for the safe traffic flow at any intersection adjacent to the property, or that has any rot, disease or any other deterioration.
- c) dense or opaque smoke emitted into the atmosphere for more than 6 minutes per hour,
- d) dense or opaque dust emitted into the atmosphere,
- e) smelly compost heaps,
- f) wrecked or dismantled vehicles, or those that are unsightly and abandoned, unregistered or uninsured, and
- g) Any material including garbage, building materials, tires, boxes, machine or machine parts.
- h) Any condition which is detrimental to the surrounding area, including causing the decline of the market value of nearby properties.
- i) In respect of a structure, any signs of significant physical deterioration.
- j) Any land that shows signs of a serious disregard for general maintenance or upkeep.

10.2 Owners, tenants and agents must prevent the occurrence of, or immediately remedy, any unsightly

## 11. MISCELLANEOUS RESTRICTIONS AND PROHIBITIONS

11.1 The owner or occupant is responsible for any object or good disposed of or from the property onto any portion of a highway.

11.2 A motor vehicle found to be leaking engine, transmission or brake fluid, antifreeze or any other environmentally harmful fluids of any type shall be deemed to constitute a danger to public safety and may be towed away the fluids removed from the highway at the expense of the registered owner of the motor vehicle.

11.3 No person shall tamper with or remove a manhole cover or valve cover from its seat base without authorization from the Chief Administrative Officer.

## 12. ENFORCEMENT

12.1 The Chief Administrative Officer is hereby authorized to enforce the provisions of this Bylaw.

12.2 A Peace Officer is hereby authorized to enforce the provisions of this Bylaw.

### 13. ORDER TO REMEDY

13.1 Pursuant to the *Municipal Government Act*, if a designated officer believes, on reasonable grounds, that a person is contravening this Bylaw, the designated officer may, by written order require any person responsible for the contravention to remedy it.

13.2 The order may:

13.2.1 direct a person to stop doing something, or to change the way in which the person is doing it;

13.2.2 direct a person to take any action or measures necessary to remedy the contravention of this Bylaw and if necessary to prevent a recurrence of the contravention;

13.2.3 state a time within which the person must comply with the directions;

13.2.4 state that if the person does not comply with the directions within a specified time, the Town will take the necessary actions or measures required to remedy the contravention, at the expense of the person.

13.3 Pursuant to the *Municipal Government Act*, the expenses and cost of an action or measure taken by the Town under this section are an amount owing to the Town by the person who contravened the Bylaw.

13.4 Pursuant to the *Municipal Government Act*, a Council may add the following amount to the tax roll of a parcel of land:

13.4.1 unpaid expenses and costs referred to in the *Municipal Government Act*, if the owner of the property contravened the Bylaw and the contravention occurred on all or part of the property;

13.4.2 any administrative charges as set in Policy by Council resolution as amended from time to time.

13.5 A person named in and served with an order issued pursuant to this section shall comply with any action or measure required to be taken within the time specified.

13.6 An order issued pursuant to this section may be served:

13.6.1 In the case of an individual:

13.6.1.1 by delivering it personally to the individual;

13.6.1.2 by leaving it for the individual at their apparent place of residence with someone who appears to be at least 18 years of age; or

13.6.1.3 by registered mail addressed to the individual at their apparent place of residence or to any address of the individual on the tax roll of the Town; and

13.6.2 In the case of a corporation:

13.6.2.1 by delivering personally to any director or officer of the corporation;



- 13.6.2.2 by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
- 13.6.2.3 by registered mail addressed to the registered office of the corporation.

**14. OBSTRUCTION**

14.1 A person shall not obstruct or hinder any person in the exercise or performance of the person's powers pursuant to this Bylaw.

**15. GENERAL**

15.1 Without restricting any other power, duty or function granted by this Bylaw, the Chief Administrative Officer or any Peace Officer may:

- 15.1.1 carry out an inspection to determine compliance with this Bylaw, or take any steps or carry out any action required to enforce this Bylaw; or
- 15.1.2 take any steps or carry out any actions required to remedy a contravention of this Bylaw; or
- 15.1.3 establish investigation and enforcement procedures with respect to property and such procedures may differ depending on the type of property in question.

**16. APPEAL PROCEDURE**

16.1 A person who receives a written order under this Bylaw may request Council to review the order by delivering a written request to the Chief Administrative Officer within fourteen (14) days of the order being received. The order shall be deemed received within five (5) days of mailing.

**17. OFFENCE**

17.1 A person who contravenes any provision of this Bylaw is guilty of an offence.

**18. OFFENSES AND PENALTIES**

18.1 A person who is guilty of an offense is liable, upon summary conviction, to a specified penalty for that offence as set out in Schedule "A" to this Bylaw.

18.2 Notwithstanding Section 11 of this Bylaw, any person who commits a second or subsequent offence under this Bylaw within ONE (1) year of committing a first offence under this Bylaw, is liable upon summary conviction to the fine as set out in Schedule "A" of this Bylaw, for that offence.

18.3 Under no circumstances shall a person contravening any provision of this Bylaw be subject to the penalty of imprisonment.

**19. VIOLATION TAGS**

19.1 A Peace Officer is hereby authorized and empowered to issue a Violation Tag to any

**Town of Lamont  
BYLAW 01/23**



person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

**19.2 A Violation Tag may be served;**

**19.2.1 in the case of an individual:**

- 19.2.1.1 by delivering it personally to the individual;
- 19.2.1.2 by leaving it for the individual at the apparent place of residence with someone who appears to be at least 18 years of age; or
- 19.2.1.3 by mail addressed to the individual at the apparent place of residence or to any address for the individual on the tax roll of the Town; and

**19.2.2 in the case of a corporation:**

- 19.2.2.1 by delivering it personally to any director or officer of the corporation;
- 19.2.2.2 by delivering it personally to a person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
- 19.2.2.3 by mail addressed to the registered office of the registration.

**19.3 A Violation Tag issued pursuant to this Bylaw shall be in the form approved by the Chief Administrative Officer and shall state:**

- 19.3.1 the name of the person to whom the violation tag is issued;
- 19.3.2 a description of the property upon which the offence has been committed, if applicable;
- 19.3.3 a description of the offence and the applicable Bylaw section;
- 19.3.4 the appropriate penalty for the offence as specified in Schedule "A" of this Bylaw;
- 19.3.5 the time period in which the specified penalty must be paid in order to avoid prosecution for the alleged offence; and
- 19.3.6 any other information as may be required by the Chief Administrative Officer.

**19.4 Where a Violation Tag has been issued pursuant to this Bylaw, the person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the Violation Tag.**

**98.5 Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a Violation Ticket.**

**20. VIOLATION TICKETS**

**20.1 In those cases where a Violation Tag has been issued and the penalty has not been paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, to any person whom a Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.**

**20.2 Notwithstanding the foregoing provision of this Bylaw, a Peace Officer is hereby**

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authorized and empowered to immediately issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, to any person whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

20.3 A Violation Ticked issued with respect to a contravention of this Bylaw shall be served on the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.

20.4 The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together along with an amount equal to the specified penalty for the offence as provided in Schedule "A" of this Bylaw.

20.5 When a clerk of the Provincial Court records the receipt of a voluntary payment pursuant to Section 20.4 and the *Provincial Offences Procedure Act*, the act of recording constitutes acceptance of the fine in the amount of the specified penalty.

## 21. SEVERABILITY

21.1 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions. and it is further the intention of Council that if any provision of this Bylaw be declared invalid, that provision shall be deemed to be severed and all other provisions of the Bylaw shall remain in force and effect.

## 22. REPEAL OF BYLAWS

22.1 Bylaw 07/18 – Community Standards is hereby repealed upon the final passing of this Bylaw.

## 23. EFFECTIVE DATE

23.1 This Bylaw shall come into full force and effect upon the day it receives third and final reading by Council.

Town of Lamont  
BYLAW 01/23



READ A **FIRST** TIME THIS 10 DAY OF January 2023 A.D.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

READ A **SECOND** TIME THIS 10 DAY OF January 2023 A.D.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

PROCEED WITH THIRD READING WITH THE UNANIMOUS CONSENT OF ALL MEMBERS  
PRESENT THIS 10 DAY OF January 2023 A.D.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

READ A **THIRD** TIME THIS 12 DAY OF June 2018, 2017 A.D.

  
\_\_\_\_\_  
Mayor,

  
\_\_\_\_\_  
Chief Administrative Officer

**SCHEDULE "A" BYLAW 01/23 COMMUNITY STANDARDS**

<b>Section Number</b>	<b>Offence</b>	<b>Violation Ticket 1<sup>st</sup> offence</b>	<b>Violation Ticket 2<sup>nd</sup> and Subsequent Offence</b>
6.1	Water flowing onto another property	\$200.00	\$250.00
7.1	Failure to remove snow or ice	\$200.00	\$250.00
7.3, 7.4	Placing snow off property	\$200.00	\$250.00
7.5	Removal of snow from eaves	\$200.00	\$250.00
7.7	Objects on sidewalk causing an obstruction	\$200.00	\$250.00
8.1	Fire pit not meeting regulations	\$200.00	\$250.00
8.2	Outdoor fireplace not meeting regulations	\$200.00	\$250.00
8.3	Burning Prohibited Material	\$250.00	\$300.00
8.7.2	No means of extinguishing available	\$250.00	\$300.00
8.7.4	No supervisor available	\$250.00	\$300.00
8.7.5	Not fully extinguishing fire	\$250.00	\$300.00
8.8	Burning while a fire ban is in place	\$300.00	\$350.00
9.1	Make Prohibited Noise	\$200.00	\$250.00
10.01	Unightly	\$350.00	\$600.00



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: July 11, 2023**

**ELECTED OFFICIAL: Kirk Perrin**

**REPORT PERIOD, June 9, 2023 – July 8, 2023**

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### **Boards and Committees:**

- June 12 – Parks and Recreation
- June 22 – NAAGO Meeting
- June 26 – Parks and Recreation

### **Town of Lamont Business:**

### **Professional Development (Workshops & Conferences)**

### **Lamont Functions and Events:**

- June 10 – Lamont High School Graduation
- June 15 – Community engagement
- June 20 – Council to Council
- June 29 – Blessing Ceremony
- July 1 – Bruderheim Fundraiser Breakfast
- July 1 – Chipman Parade
- July 6 – Town of Lamont Set-up Summer Fest
- July 7 – ATB Fundraising Bar-B - que
- July 7 – Town of Lamont Summer Fest
- July 8 – Town of Lamont Parade



## MAYOR & COUNCIL REPORT

**COUNCIL MEETING DATE:** July 11, 2023

**ELECTED OFFICIAL:** Al Harvey

**REPORT PERIOD:** June 20 to July 3, 2023

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### **Boards and Committees:**

- June 27 = Council

### **Items for Council Discussion:**

*(Requires Input from Council to Take Back to Boards and Committees)*

### **Town of Lamont Business:**

- June 20 – Hospital AGM

### **Professional Development (Workshops & Conferences):**

- 

### **Lamont Functions and Events:**

- June 29 – Park Dedication
- July 1 – Canada Day - Chipman



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: July 11, 2023**

**ELECTED OFFICIAL: Linda Sieker**

**REPORT PERIOD, June 28, 2023 – July 8 ,2023**

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### **Boards and Committees:**

- **July 2 – Lamont County Housing Foundation**

### **Town of Lamont Business:**

### **Professional Development (Workshops & Conferences)**

### **Lamont Functions and Events:**

- **June 28 - Parade Planning Meeting**
- **June 29 – Blessing Ceremony**
- **June 30 – Parade Planning Meeting**
- **July 1 – Bruderheim Fundraiser Breakfast**
- **July 1 – Chipman Parade**
- **July 4 – Town of Lamont Float Planning**
- **July 5 – Town of Lamont Float Decorating**
- **July 5 - Parade Planning Meeting**
- **July 6 – Town of Lamont Set-up Summer Fest**
- **July 7 – ATB Fundraising Bar-B - que**
- **July 7 – Town of Lamont Summer Fest**
- **July 8 – Town of Lamont Parade**



## **MAYOR & COUNCIL REPORT**

**COUNCIL MEETING DATE: July 11, 2023**

**ELECTED OFFICIAL: Colleen Holowaychuk**

**REPORT PERIOD: June 13 – June 27, 2023**

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### **Boards and Committees:**

- N/A

### **Town of Lamont Business:**

- N/A

### **Professional Development (Workshops & Conferences):**

- N/A

### **Lamont Functions and Events:**

- **June 29, 2023**
  - **Ground Blessing Ceremony**
- **July 1, 2023**
  - **Bruderheim Canada Day Pancake Breakfast**
  - **Chipman Canada Day Parade**
- **July 7, 2023**
  - **Town of Lamont Summer Fest Kick-off Party**
- **July 8 & 9, 2023**
  - **Lamont Ag Society Summer Sizzler Rodeo Volunteering**

# CAO REPORT

FOR THE PERIOD ENDING July 5, 2023

## HIGHLIGHTS:

June 22, 2023

- Weekly meeting with Director of Operations.
- Recreation initiative planning.
- Summer Fest 2023 planning.

June 23, 2023

- Recreation initiative planning.
- Summer Fest 2023 planning.
- Analysis of strategic plan progress.

June 26, 2023

- CAO's Regional Emergency Management meeting.
- Parks and Recreation Committee meeting.

June 27, 2023

- Weekly meeting with Deputy CAO.
- Weekly meeting with Finance Officer.
- Analysis of strategic plan progress.

June 28, 2023

- Recreation initiative planning.
- Summer Fest 2023 planning.

June 29, 2023

- Recreation initiative planning.
- Weekly meeting with Director of Operations.

July 4, 2023

- Weekly meeting with Deputy CAO.
- Weekly meeting with Finance Officer.
- Economic development planning.
- Analysis of strategic plan progress.

July 5, 2023

- Office Safety Meeting.

## MEETINGS/EVENTS & PROFESSIONAL DEVELOPMENT:

- CAO Vacation: August 28<sup>th</sup> – September 6<sup>th</sup>.
- 2023 Strategic Plan - Progress update: August 22 Council meeting.

# OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING July 11-23

## HIGHLIGHTS

### STAFF

- Weekly Operations team meetings Thursday.
- Safety Meeting May 31-2023

### Facilities

- 16 facility bookings since June 13, 2023.
- The pavilion required repairs on 2 occasions due to vandalism.
- Summer Festival July 7 & 8, 2023.

### Transportation Maintenance

- 50 Ave crack sealing and road patching
- Crosswalk/ line painting initiated.
- 50<sup>th</sup> Ave East gravel added.
- 47 Ave West, road maintenance.
- 48 Street South Soil testing for Stabilization project.
- 48 Street South material added (South End)

### Parks & Recreation

- Lamont Creek walking bridge painting.
- Tree stump grinding completed.
- Ball season is underway.
- Town flowers watering and maintenance.

### Utilities

- GIS System updates.
- Hillside sewer investigation.
- Planned Power outage July 8, 2023, effecting 54 St Reservoir.

### Projects & Requests:

- Parks and Recreation meeting June 12 & 26, 2023
- Climate Resilience Capacity Building Meetings, June 16 & July 4, 2023.
- Updated address mapping.
- Capital Works Program tender award.
- Capital Works Program pre-construction meeting July 6, 2023
- Capital Work Program construction initiated.
- Regional Lagoon Meeting June 14, 2023.

Description	2023 Budget	Targeted Amount June.	2023 Actual June.	Variance	% of Completion	2023 - June.	2022 - June.	Increase/ (Decrease)	Percentage	Note
<b>REVENUE</b>										
General Revenue	(3,048,674)	(2,808,438)	(2,778,167)	(270,507)	91%	(23,167)	(229,405)	206,238	-90%	A
Administration	(516,394)	(258,197)	(15,318)	(501,076)	3%	(813)	(1,032)	219	-21%	
By Law	(5,620)	(2,810)	(5,327)	(293)	95%	(70)	(493)	423	-86%	
Strs. & Road	(318,993)	(159,497)	(3,024)	(315,969)	1%	0	0	0	0%	
Water	(562,205)	(281,103)	(178,851)	(383,354)	32%	(1,002)	(922)	(80)	9%	
Sewer	(234,091)	(117,046)	(110,359)	(123,732)	47%	(115)	(60)	(55)	92%	
Garbage	(357,721)	(178,861)	(120,411)	(237,310)	34%	(352)	(95)	(257)	272%	
Cemetery	(1,269)	(635)	(600)	(669)	47%	0	(400)	400	-100%	
Planning & Subdivision	(1,650)	(825)	(141)	(1,509)	9%	0	(119)	119	-100%	
Hall	(12,792)	(6,396)	(7,085)	(5,707)	55%	(820)	(3,882)	3,062	-79%	
Arena	(145,338)	(72,669)	(107,936)	(37,402)	74%	(70,548)	(1,403)	(69,145)	4930%	B
Park	(6,050)	(3,025)	(4,058)	(1,993)	67%	(858)	(400)	(458)	114%	
Curling Rink	(520)	(260)	(100)	(420)	19%	0	0	0	0%	
<b>TOTAL REVENUE</b>	<b>(5,211,317)</b>	<b>(3,889,760)</b>	<b>(3,331,377)</b>	<b>(1,879,941)</b>	<b>64%</b>	<b>(97,745)</b>	<b>(238,211)</b>	<b>140,466</b>	<b>0%</b>	

<b>EXPENSE</b>										
Council	135,632	67,816	57,632	78,000	42%	14,884	9,540	5,344	56%	
Administration	719,496	359,748	347,051	372,445	48%	62,498	57,745	4,752	8%	
Fire	36,481	18,241	22,119	14,362	61%	1,387	1,203	184	15%	
Disaster Service	3,860	1,930	2,360	1,500	61%	0	0	0	0%	
By-Law	122,914	61,457	29,620	93,294	24%	3,405	1,638	1,767	108%	
Public Work	287,620	143,810	118,505	169,115	41%	18,737	16,751	1,985	12%	
Street & Road	605,067	302,534	225,782	379,285	37%	28,361	28,503	(142)	0%	
Storm Sewer	90,718	45,359	31,691	59,027	35%	24,382	0	24,382	0%	
Water	718,337	359,169	244,147	474,190	34%	50,043	46,749	3,293	7%	
Sewer	68,035	34,018	18,172	49,863	27%	5,355	56,648	(51,292)	-91%	
Garbage	306,729	208,441	179,120	127,609	58%	127,008	119,595	7,413	6%	
Family Community & Cemetery	26,675	13,338	1,800	24,875	7%	900	900	0	0%	
Town Beautification	8,650	4,325	4,660	3,990	54%	4,300	3,421	878	26%	
Planning & Subdivision	71,800	35,900	14,089	57,711	20%	1,832	1,985	(153)	-8%	
Hall	140,707	70,354	66,060	74,647	47%	6,776	9,121	(2,345)	-26%	
Arena	334,995	167,498	157,663	177,332	47%	15,911	8,078	7,833	97%	
Park	193,963	96,982	84,755	109,208	44%	28,132	33,153	(5,021)	-15%	
Curling Rink	44,326	22,163	22,994	21,332	52%	3,016	4,350	(1,333)	-31%	
FCSS & School Fund	556,564	278,282	222,313	334,251	40%	51,724	0	51,724	0%	
<b>Total Expense</b>	<b>4,472,569</b>	<b>2,291,361</b>	<b>1,850,534</b>	<b>2,622,035</b>	<b>41%</b>	<b>448,652</b>	<b>399,381</b>	<b>49,270</b>	<b>12%</b>	

**Notes:**

A: the difference was due to a delay of MSI Capital (Including BMTG) payment in 2023 by Province.

The Province paid the MSI Capital (Including BMTG) of \$206,782 in June 2022. for the 2023 payment, the Province has not processed the payment yet.

Description	2023 Budget	Targeted Amount June.	2023 Actual June.	Variance	% of Completion	2023 - June.	2022 - June.	Increase/ (Decrease)	Percentage	Note
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*B: the increased amount of difference was due to an earlier payment of \$70,068 for Recreation from Lamont County. The Recreation payment for 2022 was received in September.*



Town of Vegreville/Municipal Enforcement  
6820 Hwy 16A W  
VEGREVILLE, ALBERTA T9C 0A7

T: 780-631-2810 | F: 780-632-2296  
muni-enforce@vegreville.com | www.vegreville.com

### QUARTERLY REPORT April, May & June

**DATE:** June 28, 2023  
**TO:** Rick Bastow  
Chief Administrative Officer  
**From:** CPO. Ken Podoborozny  
Municipal Enforcement Services Dept.

#### COMMUNITY STANDARDS

Door knockers/notices issued: **74**  
Properties maintained by owners: **63**  
Properties maintained by Town Contractor: **5**

#### ANIMAL CONTROL

Dogs Barking/running at large: **5**  
Owners having more than three dogs: **0**  
Dog bites: **0**  
Cat complaints: **3**

#### TRAFFIC ENFORCEMENT

Traffic Enforcement/Speeding/Stunting: **6**

#### PROVINCIAL STATUTES

CPO Podoborozny has conducted radar operation in the school zones and playground zones resulting in some verbal warnings being issued to drivers. Compliance by drivers regarding speeding in these locations has been very good. Throughout the community patrols have been made regarding stops signs, seatbelts, drivers stopping for buses with emergency lights on and stop arms activated has been excellent. Education to motorists has been a part of my duties during patrols.

This spring complaints were registered at the Town office regarding three vehicles that were speeding and stunting throughout town on different occasions. I was able to locate the drivers of the vehicles and they were advised that if their behavior and driving patterns continued, they would not have their Graduated Drivers licenses for very long. To date, compliance after our conversations has been good.

I have requested CPO. Wright to monitor the community and to watch for these particular vehicles.

CPO Podoborzny has conducted 6-foot patrols at the schools, time permitting. Interaction with the elementary staff and students when they are getting on or off the buses has been very rewarding. This has been a great interaction for students to become more familiar with enforcement officers and has been well received by the teachers and other staff members.

Discussions have been made regarding presentations that I can do in the fall at both schools.

CPO Podoborzny does bi-weekly checks at an abandoned building in the downtown corridor and the gazebo at the park for vandalism and forced entries. On one occasion a person was camped at the gazebo in a tent, the tent was removed and disposed of.

CPO Wright has also been requested to monitor this location and report the activities to CPO Podoborzny or the town office.

I assisted the Administration with reviewing the Community Standards Bylaw and the concerns we had were forwarded to the Town's Solicitor for their review and comments.

A parent at the spray park advised me that three young males were at the spray park using inappropriate language and bullying some of the smaller children playing there. I located them and advised them that if this type of behavior continues I will be escorting them home and having discussions with their parents. All three apologized numerous times and were very sheepish.

This is a breakdown of the complaints and statistics that we have compiled to date. Our main focus through out the summer months will be property cleanups and grass cutting. To date compliance has been very good by residents.

Should you require further information or clarification, please contact me at 780-632-9954.

Respectfully

CPO. Ken Podoborzny  
Municipal Enforcement Services Dept.

# PLANNING & DEVELOPMENT

QUARTERLY REPORT APRIL TO JUNE 30, 2023

	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	5	1		
Compliance Certificates	0	1		
Encroachment Agreements	2	1		
Intermunicipal Referrals	1	0		
Subdivisions	0			
Unauthorized Developments	0			
<b>TOTAL</b>	<b>YEAR TO DATE</b>			
Development Permits	5	6		
Compliance Certificates		1		
Encroachment Agreements	2	3		
Intermunicipal Referrals	1	0		
Subdivisions		0		
Unauthorized Developments		0		
<b>Submitted by:</b>				
<b>Diane Burtnick</b>				