

Council Package

March 25, 2025



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
March 25, 2025
7:00 p.m.**

1. CALL TO ORDER AND RELATED BUSINESS

1.1. CALL TO ORDER

1.2. ADOPTION OF AGENDA

1.3. DECLARATION OF PECUNIARY INTEREST

1.4. ADOPTION OF MINUTES

1.4.1. March 11, 2025 Council Meeting MinutesPage 1

1.4.2. Governance & Priorities Committee Meeting Minutes March 13, 2025Page 5

1.4.3. Governance & Priorities Committee Meeting Minutes March 18, 2025Page 7

1.4.4. Parks & Recreation Committee Meeting Minutes March 10, 2025Page 9

2. DELEGATIONS

2.1. MOTION FOR ACCEPTANCE OF DELEGATION

2.1.1. Metrix Group – Phil Dirks

3. CORRESPONDENCE

3.1. Municipal Affairs – Budget 2025Page 11

3.2. Lamont & District Agricultural Society – Bullarama Supreme InvitationPage 13

4. NEW BUSINESS

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7.2. Fort Saskatchewan Policing Committee	
8. ADJOURNMENT	



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 11, 2025
Regular Meeting of Council**

PRESENT:

Jody Foulds	Mayor
Perry Koroluk	Deputy Mayor
Linda Sieker	Councillor
Al Harvey	Councillor
Colleen Holowaychuk	Councillor
Tyler Edworthy	CAO/Director, Operations & Infrastructure
Dawn Nielsen	Deputy Chief Administrative Officer

CALL TO ORDER AND RELATED BUSINESS:

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

Adoption of Agenda

MOTION: 67/25 Councillor Sieker: That the Council Agenda be accepted as presented.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes –February 25, 2025

MOTION: 68/25 Councillor Koroluk: That the Minutes of the February 25, 2025 Council Meeting be accepted as presented.

CARRIED

DELEGATIONS: None.

CORRESPONDENCE:

- **Lamont Health Care Centre – New Building Project Impact**
- **EIPS Board Highlights – February 2025**
- **Municipal Affairs – Budget 2025**

MOTION: 69/25 Councillor Holowaychuk: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Inspections Group Fee Schedule

MOTION: 70/25 Councillor Harvey: That Council approve the updated Inspections Group Fee Schedule.

CARRIED

Lamont Curling Club Donation Request

MOTION: 71/25 Councillor Koroluk: That Council provide a raffle item donation to the Lamont Curling Club for their Ladies' Curling Bonspiel.

CARRIED

Economic Development Week

MOTION: 72/25 Councillor Koroluk: That Council proclaim the week of May 11-17, 2025 as Economic Development Week.

CARRIED

Public Works Week

MOTION: 73/25 Councillor Koroluk: That Council proclaim May 18-24, 2025 as National Public Works Week.

CARRIED

REPORTS:

Council Reports:

Mayor Foulds

Councillor Harvey

Written report attached.

Councillor Koroluk

Councillor Sieker

Written report attached.

Councillor Holowaychuk Written report attached.

Staff Reports:

CAO	Written report attached.
Deputy CAO	Written report attached.
Director, Operations & Infrastructure	Written report attached.

MOTION: 74/25 Councillor Holowaychuk: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION:

Tariffs

Fort Saskatchewan Policing Committee

CLOSED SESSION:

- **Community Priorities Survey Results**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 75/25 Councillor Sieker: 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 24 of the *Freedom of Information and Protection of Privacy Act* at 7:21 p.m.

CARRIED

MOTION: 76/25 Councillor Koroluk: That Council revert to regular Council meeting session at 8:09 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 77/25 Councillor Holowaychuk: That Council accept the Community Priorities Survey Results as information.

CARRIED

MOTION: 78/25 Councillor Sieker: That Council direct administration to confirm information from the Fort Saskatchewan Policing Committee.

CARRIED

ADJOURNMENT: Mayor Foulds adjourned the meeting at 8:13 p.m.

Mayor

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 13, 2025
Governance & Priorities Committee Meeting**

PRESENT:	Jody Foulds	Chair
	Linda Sieker	Member
	Al Harvey	Absent
	Colleen Holowaychuk	Member
	Perry Koroluk	Member
	Tyler Edworthy	CAO
	Dawn Nielsen	Deputy CAO
	Robert Mu	Finance Officer (via Zoom)

CALL TO ORDER AND RELATED BUSINESS:

Call to Order: Chair Foulds: called the meeting to order at 5:07 p.m.

Adoption of Agenda

MOTION: Member Sieker: That the Governance & Priorities Committee Agenda be accepted as presented.

CARRIED

DECLARATION OF PECUNICARY INTEREST: None

NEW BUSINESS: None

CLOSED:

MOTION: Member Sieker: That the Governance & Priorities Committee 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 24 of the *Freedom of Information and Protection of Privacy Act* at 5:08 p.m.

CARRIED

MOTION: Member Koroluk: That the Governance & Priorities Committee revert to regular meeting session at 7:22 p.m.

CARRIED

MOTION: Member Koroluk: That the Governance & Priorities Committee accept the 3-Year Strategic Planning presentation as information.

CARRIED

ADJOURNMENT: Chair Foulds adjourned the meeting at 7:23 p.m.

Chair

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 18, 2025
Governance & Priorities Committee Meeting**

PRESENT:	Jody Foulds	Chair
	Linda Sieker	Member
	Al Harvey	Member
	Colleen Holowaychuk	Member
	Perry Koroluk	Member
	Tyler Edworthy	CAO
	Dawn Nielsen	Deputy CAO
	Robert Mu	Finance Officer (via Zoom)

CALL TO ORDER AND RELATED BUSINESS:

Call to Order: Chair Foulds: called the meeting to order at 5:00 p.m.

Adoption of Agenda

MOTION: Member Holowaychuk: That the Governance & Priorities Committee Agenda be accepted as presented.

CARRIED

DECLARATION OF PECUNICARY INTEREST: None

NEW BUSINESS: None

CLOSED:

MOTION: Member Sieker: That the Governance & Priorities Committee 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 24 of the *Freedom of Information and Protection of Privacy Act* at 5:01 p.m.

CARRIED

MOTION: Member Sieker: That the Governance & Priorities Committee revert to regular meeting session at 7:57 p.m.

CARRIED

MOTION: Member Sieker: That the Governance & Priorities Committee accept the 3-Year Strategic Planning presentation as information.

CARRIED

ADJOURNMENT: Chair Foulds adjourned the meeting at 7:57 p.m.

Chair

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 10, 2025, 7:00 pm
Parks and Recreation Committee
via Zoom and Council Chambers**

Minutes

PRESENT:	Linda Sieker	Chair
	Jody Foulds	Mayor, Ex Officio
	Lindsey Mercer	Public Member at Large and Vice Chair
	Kristina Carstairs	Public Member at Large
	Cindy Gruber	Public Member at Large
	Dawn Nielsen	Admin Liaison and Recording Secretary
	Dave Taylor	Admin Liaison
	Leslie Jans	Recreation Representative

Public Attendees: Sylvia McDonald

Call to Order: Chair Sieker: Called the meeting to order at 7:00 pm

Adoption of Agenda:

MOTION: Member Mercer: That the Parks and Recreation Committee Agenda be accepted as presented.

CARRIED

Adoption of Minutes: VIA Email

NEW BUSINESS:

Dave Taylor: Community Development Coordinator, will take over as Town administration liaison and recording secretary for Parks and Recreation Committee

Financial update: Reserve balance is \$17,813.48; \$10k is added annually via Council budget. Funds last year went towards the tree planting trees and supplies, and centenarian recognition.

OLD BUSINESS:

Disc Golf: Tee sign sponsorship – 8/9 tee signs have sponsors committed; last one is pending. Small change to layout for holes 1 & 2, final course layout will depend on utility locates for basket and tee sign installation. The installation timeline needs to be confirmed.

Off Leash Dog Park: Discussion with CAO and PW in April.

Picnic in the Park: Sept. 5; discussion on plans

Outdoor rink: Discussion; cost can be up to \$350, 000, partners and grants required

Pickle Ball: Discussion; partners and grants required

Bench for Tawâw Park: Discussion; getting revised quotes for bench from Canadian suppliers

Round Table:

Member Carstairs: Minor Ball plans to start last week of April/ beginning of May, pending the condition of the diamonds, Mondays and Wednesdays, 5:30-8:00 pm

Closed Session: Committee member selection

MOTION: Mayor Foulds: That the Parks and Recreation Committee appoint Steven Sobkow to the committee for a 2-year term.

CARRIED

Next Meeting: April 28, 2025, at 7:00 p.m.

Adjournment: 7:47 pm



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR118482

March 14, 2025

Dear Chief Elected Officials:

As you know, my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, tabled *Budget 2025* in the Alberta Legislature on February 27. I am writing to share further information regarding *Budget 2025* as related to education property tax (EPT).

Budget 2025 takes an important step toward stabilizing operational funding for education systems across Alberta. Historically, approximately one-third of operational funding for Alberta Education came from the EPT municipalities collect from their rate payers on behalf of the province. In recent years, the proportion that EPT contributes to funding the operations of Alberta Education has decreased to less than 30 per cent. Through *Budget 2025*, the Government of Alberta is increasing the proportion of Alberta Education's operating budget covered by EPT to 31.6 per cent in 2025/2026 and back to 33 per cent in 2026/2027.

To provide Alberta's public education system with a stable and sustainable source of funding and meet the demands of increased student enrollment, EPT revenue will increase by 14 per cent from last year, to a total of \$3.1 billion. This increase will be reflected on the property tax bills that municipalities send to property owners in 2025.

The Ministry of Municipal Affairs sent EPT requisitions to all municipal administrations, informing them of their share of the provincial EPT. For more information on EPT, including a fact sheet (Attachment 1) and the EPT Requisition Comparison Report (Attachment 2), please visit www.alberta.ca/property-tax and click on "Education property tax."

Municipalities across Alberta can inform residents that a portion of their property taxes goes directly to the provincial government to help pay for the operations of Alberta's education system. Many municipalities do this by adding a note to their property tax bills sent through the mail.

.../2

Budget 2025 is meeting the challenge of the cost of living by helping families keep more money in their pockets with lower personal income taxes and continuing investments in education and health care. I look forward to working together over the next year as we build strong and vibrant communities that make Alberta the best place in Canada to live, work, and raise a family.

Sincerely,



Ric McIver
Minister

Attachments:

1. Education Property Tax Fact Sheet (2025)
2. Education Property Tax Comparison Report (2025)

From: Lamont & District Agricultural Society
Sent: Wednesday, March 19, 2025 11:01 AM
To: Jody Foulds; Tyler Edworthy
Subject: Lamont Bullarama Supreme - May 3

Good morning Mayor Foulds,

We are busy planning the Lamont Bullarama Supreme on May 3rd and we would like to invite you and Council to attend as special guests. We realize that some of the Council members may be involved with volunteering for the event, but we would also invite them to join us at our new VIP area before or after their volunteer shift if possible.

Please RSVP to this email address as to who will be attending. We look forward to having you join us as special guests for this fun event!

Kind regards,

Marcie Mazurenko

Bullarama Supreme Co-Chair



LAMONT & DISTRICT AGRICULTURAL SOCIETY'S
**BULLARAMA
SUPREME**

May 3, 2025

*Please join
us as a
special
guest*

4:00 PM GATES OPEN
5:30 PM KIDS MEET & GREET
6:30 PM BULLS BUCK
9:00 PM ADULT DANCE TRAVIS TD DOLTER

BULL RIDERS
CANADA INC.
SANCTIONED BY
BULL RIDERS CANADA



WWW.LAMONTAGSOCIETY.COM

Check us out on <http://www.facebook.com/lamontagsociety> Facebook and our [website](#)!



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

AGENDA ITEM: 4.1

MEETING DATE:
March 25, 2025

ITEM DESCRIPTION OR TITLE

Councillor Absence

RECOMMENDATION

THAT Council accept Councillor Colleen Holowaychuk's absence at the March 25, 2025 Council meeting due to prior commitments.

BACKGROUND

Town Bylaw 11/18 outlines the expectation that Mayor and Councillors make reasonable effort to attend regularly scheduled meetings. In instances where the Mayor or a Councillor cannot appear, a motion can be passed by Council to accept the absence.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

Mayor and Councillor absence is approved.

FINANCIAL IMPLICATIONS

There are no associated costs.


POLICY AND/OR LEGISLATIVE REFERENCES

Bylaw 11/18 – Code of Conduct

ATTACHMENTS

N/A

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO: 



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

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
March 25, 2025

ITEM DESCRIPTION OR TITLE

2024 AUDITED FINANCIAL STATEMENTS

RECOMMENDATION

THAT Council approves the 2024 Audited Financial Statements.

BACKGROUND

Metrix LLP conducted the audit of the Financial Statements for the year ending December 31, 2024.

This report is a legislated requirement, as indicated within the *Municipal Government Act* (MGA), which typically requires municipalities to submit an annual report to the Minister by May 1 of each year.

COMMUNICATIONS

Once approved, the 2024 Audited Financial Statements will also be made public by posting it on the website and submitting it to the Minister.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

Section 276 of MGA

ATTACHMENTS

Draft 2023 Audited Financial Statements.

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO: 

March 25, 2025

Town of Lamont
PO Box 330
Lamont, AB T0B 2R0

Attention: Town Council Members

Dear Council Members:

RE: 2024 AUDIT FINDINGS REPORT

The purpose of this report is to summarize certain matters arising from the audit that we believe would be of interest to Council. Additionally, during the course of our audit, we identified matters that may be of interest to management and Council.

The objective of our audit was to obtain reasonable assurance about whether the financial statements as a whole are free of material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Our audit was not designed for the sole purpose of identifying matters to communicate. Accordingly, our audit would not necessarily identify all such matters that may be of interest to Council and management, and it is inappropriate to conclude that no such matters exist.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of Council and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to the Council and management deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the Town's financial statements, and as such, our audit report is without reservation with respect to these matters.

Significant Deficiencies in Internal Control

Our audit procedures did not reveal any significant deficiencies in internal control.

Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the Town. The application of those policies often involves significant estimates and judgments by management.

Accounting Estimates

The Town has made the following significant accounting estimates in preparing its financial statements.

Amortization of Tangible Capital Assets - \$1,105,113 (2023 - \$1,069,761)

The number of years the Town's tangible capital assets are being amortized over are estimates.

Allowance for Doubtful Accounts - \$46,172 (2023 - \$46,172)

The allowance for doubtful accounts is a specific provision related to primarily demolition costs for a property and is equal to the difference between the outstanding balance and the assessed value.

Asset Retirement Obligations - \$68,958 (2023 - \$66,950)

Due to the specialized and subjective nature of this estimate, the Town hired consultants to provide relevant information and calculated the liability utilizing this information.

We are of the opinion that the significant accounting policies, estimates and judgments made by management do not materially misstate the financial statements taken as a whole.

Adjusted and Unadjusted Misstatements

Adjusted Misstatements

During the course of the audit, we identified six (6) adjustments that were communicated to management and subsequently adjusted in the financial statements.

Unadjusted Misstatements

Unadjusted misstatements aggregated by our Firm for the year ended December 31, 2024, amounted to an \$61,339 overstatement of the annual surplus. The majority of this (\$52,307) was related to an engine replacement which was recorded as a tangible capital asset which, in our opinion, should have been an operating expense.

After considering both quantitative and qualitative factors with respect to the uncorrected misstatements above, we agree with management that the financial statements are not materially misstated.

Significant Difficulties Encountered During the Audit

We encountered no difficulties during our audit that should be brought to the attention of Council. We had the full co-operation of Town management and staff throughout our work, and we received full access to all necessary records and documentation.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

OTHER MATTERS

Old Accounts Balances

We previously noted that accounts receivable (account 1-3-0025-271) included \$1,391 and accounts payable included \$2,426 (account 1-4-0000-291) both of which had not changed since 2017. We recommend Town staff investigate these balances and adjust / correct accordingly during 2024.

We are pleased to report these matters were addressed during 2024.

Tangible Capital Assets

We understand it is the Town's intention to componentize major infrastructure assets such as roads and water and sewer systems, prospectively.

To provide clarity regarding what types of items will be recorded as assets, we recommend the Town update the Tangible Capital Asset Policy (the "Policy"), including capitalization thresholds and amortization rates. For example, during 2024 the Town capitalized water main valves which cost less than \$50,000 capitalization threshold in the Policy. Furthermore "water system" assets are currently amortized over 40 years which may be too long of a time period for a value, for example.

Unrestricted Surplus and Reserves

The Town continues to have an unrestricted surplus in excess of \$2 million. Significant unrestricted surplus can give the impression that the Town does not have specific plans for these funds. Council may want to consider internally restricting further amounts for various future uses (e.g., building and automotive repairs / replacement, emergencies, rate-stabilization reserve, etc.). Other factors to consider include stability of revenue and expenses and future plans of the Town (as per the business plan and / or long-term capital plan) which may include new ventures or programs.

AUDITOR INDEPENDENCE

We believe it is important to communicate, at least annually, with Council regarding all relationships between the Town and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by CPA Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We are not aware of any relationships between the Town and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2024 – March 25, 2025.

We appreciated the assistance of Dawn Nielsen, Robert Mu and other Town staff during the audit. We appreciate the opportunity to provide audit services to the Town.

Yours truly,

METRIX GROUP LLP



Philip J. Dirks, CPA, CA
Partner

cc: Tyler Edworthy, Chief Administrative Officer



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM:

4.3

COUNCIL MEETING DATE:
March 25, 2025

ITEM DESCRIPTION OR TITLE

Town of Lamont- 2025 Capital Works Program

RECOMMENDATION

THAT Council approve the 2025 Capital Works Funding Request as presented.

BACKGROUND

On November 26, 2024, Council approved the 2025 capital plan priorities that identified 46 Street, phase 2 and 3 as top priorities. This project includes watermain being moved into the roadway water and sewer service replacements and full road reconstruction. The budget identified for this project is \$1,450,00.

Council approved \$36,600 of the 2025 capital budget to complete the detailed design and tender preparation for 46 Street phase 2 and 3. The tender was posted February 27, 2025, with a closing date of March 13, 2025. The closing date was extended one week as requested by numerous vendors and closed March 20, 2025.

Three tender bids have come within the allotted budget. A tender review will be completed over the next week that will result in a recommendation coming to Council for final approval.

COMMUNICATIONS

Complete the tender review
Provide recommendation to Council for final approval.

IMPLICATIONS OF DECISION

The funding approval for the detailed design and tender process will enable administration time to provide a contractor recommendation in time for the 2025 construction season.

FINANCIAL IMPLICATIONS

Final recommendation will be brought to Council



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

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan- Goal: Demonstrate leadership in fiscal management and prioritization.

ATTACHMENTS

N/A

Report Prepared By: Tyler Edworthy CAO

Approved by CAO:

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



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.4

COUNCIL MEETING DATE:
March 25, 2025

ITEM DESCRIPTION OR TITLE

Alberta Rural Health Week Proclamation

RECOMMENDATION

THAT Council proclaim May 26-30, 2025, as Alberta Rural Health Week.

BACKGROUND

Alberta Rural Health Week is an annual week of celebration, recognizing the people, communities, and initiatives that support and strengthen rural healthcare in Alberta.

Throughout the week, communities, organizations, and individuals across the province are encouraged to show appreciation for healthcare professionals and volunteers whose commitment enhances the well-being of rural residents.

COMMUNICATIONS

The Lamont Rural Health Committee and the Rural Health Professions Action Plan (RhPAP) would be notified of the proclamation.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

2023 – 2027 Strategic Plan: Organizational Excellence - Goal: Build our regional profile and increase awareness of Town programs and supports.

ATTACHMENTS

1. RhPAP News Release
2. Proclamation

Report Prepared By: Dave Taylor, Community Development Coordinator

Approved by CAO:



For Immediate Release

Alberta Rural Health Week returns May 26 to 30, 2025: Celebrating Alberta rural healthcare

March 18, 2025 – The Rural Health Professions Action Plan (RhPAP) is excited to announce Alberta Rural Health Week will be taking place May 26 to 30, 2025. This annual week of celebration, supported by a declaration from the Honourable Adriana LaGrange, Minister of Health, celebrates and recognizes the people, communities, and initiatives that support and strengthen rural healthcare in Alberta.

Over 18 percent of Albertans reside in rural and remote areas, while less than seven percent of family physicians serve in rural areas, with similar ratios for other healthcare workers. This distribution underscores the importance of rural residents' access to healthcare and the unwavering efforts of healthcare workers practicing in non-urban centers.

Throughout the week, RhPAP invites communities, organizations, and individuals across the province to show appreciation for healthcare professionals and volunteers whose commitment enhances the well-being of rural residents. Their hard work and passion help maintain and strengthen healthcare services across the province.

"Alberta Rural Health Week is an opportunity to celebrate the incredible dedication of healthcare professionals and volunteers who ensure Albertans in rural and remote areas receive the care they need," says Shanda Berns, Senior Manager, Community Development and Engagement at RhPAP. "We encourage communities to come together in recognizing these healthcare champions whose hard work makes a lasting difference in the lives of rural residents."

To support these celebrations, RhPAP developed a comprehensive toolkit filled with resources for communities including proclamations, social media graphics, posters, colouring sheets, and thank you cards—making it easy to express gratitude to those who keep rural Alberta healthcare strong. The toolkit is available on RhPAP.ca/ARHWtoolkit.

Throughout the week, RhPAP's social media channels will be shining a spotlight on the life-changing impacts of rural healthcare and sharing an inside look at the dedicated efforts of healthcare teams working in rural and remote areas. Across the province, RhPAP's rural community consultants, who support communities on the attraction and retention of healthcare workers, will be attending local events and initiatives recognizing healthcare heroes.

/ 1 /



Rural Health Professions Action Plan

Suite 701, 10130 – 112 Street NW

Edmonton, Alberta

T5K 2K4

Municipalities are encouraged to proclaim Alberta Rural Health Week and join the conversation by using #ABRRuralHealthCareMatters. To stay informed and participate in the celebrations, visit RhPAP.ca and follow RhPAP on Facebook, Instagram, and YouTube (@AlbertaRhPAP).

Inquiries can be directed to:

Jessica Surgenor

Manager, Marketing & Communications

Rural Health Professions Action Plan (RhPAP)

Tel: 403 363 6008

Jessica.Surgenor@rhpap.ca

About RhPAP:

The Rural Health Professions Action Plan (RhPAP) is an organization that aims to enhance the quality of healthcare in rural communities across Alberta. RhPAP collaborates with rural communities, healthcare professionals, educational institutions, and government bodies to address healthcare workforce challenges and improve access to healthcare services in rural areas. To learn more about RhPAP, please visit RhPAP.ca.

Sample Alberta Rural Health Week Proclamation

Whereas, rural health providers are powerful assets in their communities. Not only do their health-care skills and practices enhance the quality of life in communities like Lamont, but these professionals also contribute to rural life on a more personal level. They have special relationships with their patients and their community as family, friends, neighbours, volunteers, teachers and mentors; and

Whereas, community volunteers, led by local health professionals and attraction and retention committees, are the heart and soul of their communities. These local volunteers go above and beyond to support health care and healthcare providers in their communities, developing innovative and collaborative approaches to successfully attract and retain health-care providers, and help keep health care close to home; and

Whereas, the Lamont Health Care Centre is an integral and valued part of our community, providing excellence in health care and services; and

Whereas, the Lamont Rural Health Committee recognizes and supports the 2025 Alberta Rural Health week.

NOW THEREFORE BE IT RESOLVED, that the Town of Lamont, Alberta, recognizes May 26 through May 30, 2025 as Alberta Rural Health Week. We encourage our residents and community to show their appreciation and support for our rural health care professionals and volunteers.



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

AGENDA ITEM: 4.5

COUNCIL MEETING DATE:
March 25, 2024

ITEM DESCRIPTION OR TITLE
Library Board-Appointment

RECOMMENDATION
THAT Council approve Nancy Burns as the annual financial reviewer of the Lamont Public Library Statement of Receipts and Disbursements until otherwise notified.

BACKGROUND
As per the Province of Alberta Libraries Act, RSA 2000 c.L-11 appointments for Board Membership, financial reviewer and annual financial statement review require Council approval.

It has been brought to the attention of Administration, that the above motion has been requested by the Lamont Public Library Board.

COMMUNICATIONS
The motion will be provided to the Lamont Public Library Board as requested.


IMPLICATIONS OF DECISION
N/A

FINANCIAL IMPLICATIONS
N/A

POLICY AND/OR LEGISLATIVE REFERENCES
Province of Alberta Libraries Act, RSA 2000 c.L-11

ATTACHMENTS
None.

Report Prepared By: Dawn Nielsen, Deputy CAO

Approved by CAO: 



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.6

MEETING DATE:
March 25, 2025

ITEM DESCRIPTION OR TITLE

Tarriff Response

RECOMMENDATION

- **THAT** Council adopt a "Canada First" procurement practice that prioritizes local, provincial and national suppliers for purchases and services, with a permissible variance in cost of up to 10%.

BACKGROUND

This practice is in response to and alignment with Alberta's countermeasures regarding the trade tariffs being imposed and/or proposed by the US government. These tariffs have the potential to increase costs to the Town of Lamont when purchasing equipment, supplies, and services. The on/off nature of these tariffs has resulted in the Government of Alberta enacting a tariff response until questions regarding what goods and services could be affected have been adequately dealt with and the continued threats and unilateral imposition of tariffs in contravention of the Canada-United States-Mexico Agreement (CUSMA) has stopped.

The proposed action is to ensure that the Town procures all required goods and services from sources that are local, Albertan, Canadian, and/or from countries that Canada has a relationship or free-trade agreement that is being honored.

COMMUNICATIONS

Social media post illustrating Council's support of the provincial countermeasures.

IMPLICATIONS OF DECISION

Confirmation of origin of goods and services procured will need to be verified, and alternate, applicable suppliers may need to be researched and obtained.

FINANCIAL IMPLICATIONS

Potential increases in cost of goods and services procured, up to the 10% variance
Any cost impact exceeding \$5,000 for larger purchases or procurement will be brought to Council for final approval.

POLICY AND/OR LEGISLATIVE REFERENCES

Purchasing Policy #12-52



**TOWN OF LAMONT
STRATEGIC PLAN COMMITTEE**

ATTACHMENTS

Purchasing Policy #12-52

Report Prepared By: Dave Taylor, Community Development Coordinator

Approved by CAO:

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



12-52 Purchasing Policy

Policy Statement

The Town of Lamont is committed to purchasing goods and services in a fair and ethical manner ensuring that the best business decisions are made for the benefit of the Town's residents.

Procedures

Purchasing Policy

- The Town of Lamont aims to purchase goods and services of the best value and quality.
- Where possible, the Town will consider the impact of the product or service on the environment.
- The Town of Lamont employees will establish a relationship of mutual confidence with the Town's suppliers. Employees will ensure competition is open and fair, use consistent buying practices, and remain free of obligation to any vendor or potential vendor.
- Purchases through the AAMD&C purchasing arrangement will be made if it is determined to be the best business decision.

Purchasing Authority

- The CAO or Department Manager will approve all Town purchases unless authority has been delegated by them to other members of their staff. The dollar limits are as specified in this policy.
- In accordance with Section 248 of the Municipal Government Act, RSA 2000, Ch. M-26, as amended, a municipality can only make expenditures that are:
 - a) included in an operating budget, interim budget or capital budget or otherwise authorized by the Council;
 - b) for an emergency, or
 - c) legally required to be paid.

Emergency Purchasing

- An emergency is defined as a situation in which the municipality must expend money in order to protect people or property and which there is inadequate time for Council to give prior authorization for the expenditure.
- Emergency purchases must be authorized by the CAO.
- The emergency situation and subsequent expenditure(s) must be reported to Council at the next Council meeting.



Purchasing Locally

The Town of Lamont acknowledges and appreciates the contributions that local businesses make to the community. In acknowledgement of this contribution, preference will be given to local businesses for purchases of goods and services. Consideration will be given to factors such as quality, availability, price, warranties, brands, transportation costs and qualifications.

Competitive Process

To ensure that all interested parties have equal opportunity to provide the Town of Lamont with goods and services, the following will apply:

Request for Quotation

Quotations are an informal request for prices of goods and services and are not normally used where the cost of the work does not warrant the time and level of effort required for a formal tender process.

Invitation to Tender

An invitation to tender solicits competitive bids. It is used when detailed specifications are available that permit the evaluation of tenders against clearly stated criteria and specifications. This is a formal, competitive, sealed bidding process.

The bids and prices are provided without condition or reservation and where an award can be made without negotiation. Bids will be opened after the closing submission date in front of at least one witness and the submissions will be available to the public upon request.

Submissions are compared to the specification and requirements contained in the tender documents. The award may not necessarily be awarded to the lowest bid or any bid that is received.

Requests for Proposals

A request for proposal (RFP) is a formal invitation to suppliers to describe how their services, methods, equipment or products can address and/or meet the specific needs of the municipality. RFP's are compared to each other to assess the best proposals. The RFP criteria should be established before the municipality receives the bids in order to maintain fairness in the evaluation process.

Information sessions may be held with bidders before a selection has been made. This will allow bidders to have a better understanding of the project. All bidders must be present and receive the same information to allow impartiality; unless they provide written documentation that they will not attend.

A proposal submitted in response to an RFP must be opened in the presence of at least one witness and the submissions will be available to the public upon request.



Town Of Lamont Policy Manual

Purchasing Policy
Policy # 12-52
Corporate Services Committee

The contract should be awarded based on the supplier determined to be the most suited to the municipality based upon criteria for evaluation set out in the RFP and equally applied to all proposals.

New West Partnership Trade Agreement (NWPTA)

In accordance with NWPTA from July 1, 2010, the Town of Lamont is required to open up procurement opportunities across Alberta, British Columbia and Saskatchewan for expenses of:

\$75,000 for goods and services tenders, and
\$200,000 for construction projects

Purchasing Exceptions


In some cases, the Town purchases certain goods and services through one company, without obtaining prices from several sources. This arrangement is established due to the uniqueness, quality and/or type of goods or services provided by the supplier. Periodically the Town will review these arrangements to ensure quality goods/services are being provided and the Town is receiving competitive pricing.

Payment of Invoices

Payment will be made when the Town is satisfied that the goods/services provided meet the specifications.

Purchasing Authority Limits (Budgeted Items)

Level and Process	Approval Authority	Delegation
1. Low value purchase - \$1,000 or less.	CAO Department Managers	Yes, at discretion of Department Manager.
2. Purchase from \$1,000 - \$5,000 - Documented telephone quotations from a minimum of two potential suppliers	CAO Department Managers	Yes, at discretion of Department Manager.
3. Purchases from \$5,000 - \$25,000 - Documented written quotations from a minimum of three potential suppliers	CAO Department Managers	Yes, at discretion of CAO.
4. Purchases over \$25,000 - Competitive process of either written quotation, tender or RFP	CAO Department Managers	By Motion of Council.

Adopted by Council:	<i>January 26/16</i>	Initials:
Motion Number:	<i>21/16</i>	
Supersedes:		



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 25, 2025

ELECTED OFFICIAL: Jody Foulds

REPORT PERIOD: February 20, 2025 to March 20, 2025

Boards and Committees:

- **Parks and Recreation, March 10, 2025**
- **Governance and Priorities, March 13, 2025**
- **PhPAP, March 17, 2025**
- **Governance and Priorities, March 18, 2025**

Town of Lamont Business:

- **Regional CAO CEO Meeting in Andrew, AB February 20, 2025**

Professional Development (Workshops & Conferences):

- **Alberta CARE Seminar (Attended as a representative of the St. Michael Regional Solid Waste Commission) held in Camrose, AB February 26,27, 28, 2025**
- **AB Rural Education Seminar held in Enoch, AB March 2, 3, 4, 2025**

Lamont Functions and Events:

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MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: March 25, 2025

ELECTED OFFICIAL: Linda Sieker

PERIOD, Mar 11 ,2025 – March 25 ,2025

Boards and Committees:

- **Mar 17 – Town of Lamont Rural Health Committee Meeting**
- **Mar 25 – County of Lamont Foundation Finance Meeting**

Town of Lamont Business:

- **Mar 13 – Governance & Priorities Meeting**
- **Mar 18 – Governance & Priorities Meeting**

Professional Development (Workshops & Conferences)

Functions and Events:

- **Mar 19 - Lamont Food Bank - AGM**

CAO REPORT

FOR THE PERIOD ENDING March 25, 2025

HIGHLIGHTS:

March 12 -25

- Farmers Market meeting
- Admin team meeting
- Finance meeting

March 13-25

- Operations team meeting
- G & P meeting

March 14-25

- Budget/ operational planning meeting
- Resident meeting

March 17-25

- RhPAP meeting
- Finance Meeting

March 18-25

- RCMP meeting
- G & P meeting

March 19-25

- Admin team meeting

March 20-25

- Operations team meeting
- Finance Meeting

March 21-25

- Engineering Meeting
- JUPA meeting

CLOSED SESSION NOTICE

March 25, 2025

7.1 Parks & Recreation Committee Appointment

(Advice from Officials)

- *FOIP Section 24 – Advice from Officials*

7.2 Fort Saskatchewan Policing Committee

(Advice from Officials)

- *FOIP Section 24 – Advice from Officials*

Motion to go into Closed Session:

"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 24 of the Freedom of Information and Protection of Privacy Act at XXXX p.m."