

Council Package

April 8, 2025



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**AGENDA
TOWN OF LAMONT
REGULAR MEETING OF COUNCIL
April 8, 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

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- 7.1. Morley Young Manor**
- 7.2. Intergovernmental Relations**
- 7.3. Recreation Center**
- 7.4. Lamont County Fire Service Study**

8. ADJOURNMENT



5307 – 50 Avenue
Lamont, AB T0B 2R0

**Town of Lamont
March 25, 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
	Robert Mu	Finance Officer
	Jaclyn Ponto-Lloyd	Recording Secretary

CALL TO ORDER AND RELATED BUSINESS:

Call to Order: **Mayor Foulds:** called the meeting to order at XXXX p.m.

Adoption of Agenda

- Addition of Item 7.3 – Recreation Centre Agreement

MOTION: 79/25 Councillor Harvey: That the Council Agenda be accepted as amended.

CARRIED

Declaration of Pecuniary Interest: None.

ADOPTION OF MINUTES:

a) Meeting Minutes – March 11, 2025

MOTION: 80/25 Councillor Harvey: That the Minutes of the March 11, 2025 Council Meeting be accepted as presented.

CARRIED

b) Governance & Priorities Committee Meeting Minutes – March 13, 2025

MOTION: 81/25 Councillor Sieker: That the Minutes of the March 13, 2025 Governance & Priorities Committee Meeting be accepted as presented.

CARRIED

c) Governance & Priorities Committee Meeting Minutes – March 18, 2025

MOTION: 82/25 Councillor Koroluk: That the Minutes of the March 18, 2025 Governance & Priorities Committee Meeting be accepted as presented.

CARRIED

d) Parks & Recreation Committee Meeting Minutes – March 10, 2025

MOTION: 83/25 Councillor Sieker: That the Minutes of the March 10, 2025 Parks & Recreation Committee Meeting be accepted as presented.

CARRIED

DELEGATIONS:

- Metrix Group – Phil Dirks

MOTION: 84/25 Councillor Harvey: That Phil Dirks be accepted as a delegation.

CARRIED

CORRESPONDENCE:

- Municipal Affairs – Budget 2025
- Lamont & District Agricultural Society – Bullarama Supreme Invitation

MOTION: 85/25 Councillor Koroluk: That Council accept the correspondence as information.

CARRIED

NEW BUSINESS:

Councillor Absence

MOTION: 86/25 Councillor Sieker: That Council accept Councillor Colleen Holowaychuk's absence at the March 25, 2025 Council Meeting due to prior commitments.

CARRIED

2024 Audited Financial Statements

MOTION: 87/25 Councillor Koroluk: That Council approve the 2024 Audited Financial Statements.

CARRIED

2025 Capital Works Program

MOTION: 88/25 Councillor Sieker: That Council approve the 2025 Capital Works Funding Request as presented.

CARRIED

Alberta Rural Health Week Proclamation

MOTION: 89/25 Councillor Koroluk: That Council proclaim May 26-30, 2025, as Alberta Rural Health Week.

CARRIED

Library Board Appointment

MOTION: 90/25 Councillor Koroluk: That Council approve Nancy Burns as the annual financial reviewer of the Lamont Public Library Statement of Receipts and Disbursements until otherwise notified.

CARRIED

Tariff Response

MOTION: 91/25 Councillor Harvey: 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%.

CARRIED

REPORTS:

Council Reports:

Mayor Foulds	Written report attached.
Councillor Harvey	Nothing to report.
Councillor Koroluk	Nothing to report.

Councillor Sieker

Written report attached.

Staff Reports:

CAO

Written report attached.

MOTION: 92/25 Councillor Koroluk: That Council accept the reports as presented.

CARRIED

NOTICES OF MOTION: None.

CLOSED SESSION:

- **Parks & Recreation Committee Appointment**
 - *FOIP Section 24 – Advice from Officials*
- **Fort Saskatchewan Policing Committee**
 - *FOIP Section 24 – Advice from Officials*
- **Recreation Centre Agreement**
 - *FOIP Section 24 – Advice from Officials*

MOTION: 93/25 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 7:49 p.m.

CARRIED

MOTION: 94/25 Councillor Harvey: That Council revert to regular Council meeting session at 8:32 p.m.

CARRIED

MOTIONS ARISING FROM CLOSED SESSION:

MOTION: 95/25 Councillor Koroluk: That Council appoint Steven Sobkow to the Parks and Recreation Committee for a two-year term expiring December 31, 2027.

CARRIED

MOTION: 96/25 Councillor Harvey: That Council send a letter to the Member of Parliament Shannon Stubbs, requesting a meeting to discuss deterrents for rural property crime, support to policing and reform to the justice system.

CARRIED

MOTION: 97/25 Councillor Sieker: That Council support the local RCMP 2025 priority of Property Crime Reduction.

CARRIED

MOTION: 98/25 Councillor Koroluk: That Council direct Administration to provide support and promotion to the RCMP crime prevention initiatives.

CARRIED

MOTION: 99/25 Councillor Sieker: That Council accept the Recreation Centre Agreement as information.

CARRIED

ADJOURNMENT: Mayor Foulds adjourned the meeting at 8:35 p.m.

Mayor

Chief Administrative Officer



5307 – 50 Avenue
Lamont, AB T0B 2R0

Town of Lamont
March 17, 2025, 11:00 am
RhPAP A&R Committee
In Person & via Zoom

Agenda

PRESENT:	Jody Foulds	Ex Officio/ Council Rep
	Linda Sieker	Council Rep
	Colleen Holowaychuk	Council Rep
	Tyler Edworthy	Administrative Liaison
	Linda Mills	Lamont Health Care Rep
	Sandra Stoddard	EIPS Rep
	Michelle Andriashyk	FCSS Rep
	Bill Skinner	Public Member at Large
	Any Langkow	Rural Community Consultant

1) Call to Order and Related Business: Meeting called to order at **11:03 am** by Tyler Edworthy

2) Adoption of Agenda: Adopted

3) Adoption of Minutes: Approved Via Email

4) NEW BUSINESS:

4.1 Committee Name:

- Tyler proposed: “Lamont Rural Health Committee”; all voted in favour, carried

4.2 Terms of Reference:

- Tyler proposed to approve the Terms of Reference as amended; all voted in favour, carried

4:3 Appointments:

Chair: Bill Skinner

Vice Chair: Linda Sieker

Secretary: Dave Taylor per Town of Lamont

4.4 Committee Member Recruitment

- Request delegation/presentation to Lamont County Council
- Suggest involvement of Business community via Chamber of Commerce, realtors, etc.; include at Town of Lamont Economic Development Committee meeting

4.5 Attraction & Retention Priorities

- Discussion: liaison with Lamont and area schools (primary, secondary, and post-secondary) for local education to vocation stream
- Promote during Alberta Rural Health Care Week, May 26-30, 2025

4.6 United Church of Canada 100th Anniversary

- June 10, 2025 reception event
- Collaboration with Lamont Health Care Center, Lamont United Church, Town of Lamont, and this Committee, Lamont Rural Healthcare Committee (LRHC); LRHC display, hospital tour

4.7 Welcome baskets

- Intention to make visiting or training medical professionals, students, etc. feel welcome to Lamont, highlights and promotes local businesses and community
- 3 given out in 2024, 3 currently in 2025

5) Old Business:

5.1 2025 Budget Update:

- Council has approved \$400 out of the \$1000 proposed allotment in interim spending; balance to be approved by Council in Town budget
- Attraction and Retention grant applications open April 1, 2025; grants up to \$1000. Committee approved application for this grant at the January 28, 2025 meeting

7) Round Table:

7.1 Update from Rural Community Consultant

- Let's Go Rural events are fully booked for this year
- RhPAP Rhapsody awards upcoming
- May 26-30, 2025 is Alberta Rural Health Care week

7.2 Lamont Health Care Center representative:

- New physician in training completed observation at LHCC
- Physiotherapist required
- Denise Warawa hired as Director of Care
- Long Term Care facility construction set to commence April/May

8) Next Meeting: Proposed for April 15, 2025 @ 2:00 pm

9) Adjournment: 12:34 pm

hanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks
Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Thanks Than



To Town concillors and Staff,

Thank you!

So Very Much!

It was a very welcome Surprise
When I recieved ~~my~~ last utility bill,
It was a prox 4% ~~xx~~ less. In a year
it will be 282~~xx~~ less. Thankyou!
Also so pleased with the progress the
town is doing. I know there is more ^{to do}, but
Rome was ~~not~~ built in a year. Thankyou!
for making this town a good place to
live. Resident at [REDACTED]

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TOWN OF LAMONT PUBLIC LIBRARY BOARD MEETING
February 3, 2025 – 6:00pm at Lamont Public Library

PRESENT:

Board: Kelly VanDeurzen, Greg Huxley, Erin Thomas (via zoom), Colleen Holowaychuk (via zoom), Dinah Sudyk, Dave Diduck (via zoom), Michelle Selensky (via zoom)

Staff: Stephanie Williams

Guests: James MacDonald (NLLS)

ABSENT:

MEETING CALLED TO ORDER AT: 6:06 PM

APPROVE AGENDA:

Kelly requests the Approving Board Member Absences be added to New Business. Kelly moves to adopt the agenda as amended. Dinah seconds. All in favour. Passed.

PREVIOUS MINUTES:

Colleen moves that the Previous Minutes be adopted. Dinah seconds. All in favour. Passed.

TREASURER'S REPORT:

Chequing Account Balance: \$19, 908.65 as of January 31, 2025.

Michelle moves that the Treasurer's Report be accepted as amended. Dave seconds. All in favour. Passed.

Michelle has created a new, clearer timesheet. She will send it to everyone to be added to the next agenda.

SPECIAL PRESENTATION: James MacDonald (Northern Lights Library Systems)

James will leave a copy of the value statement with us.

We are definitely getting "more bang for our buck."

In 2024, NLLS:

- Everyone has got new websites.
- Launched golibrary.ca website
- Started first contract with a school library (in Cold Lake)

Plans for 2025:

- Wireless printing already up and running at our library – might be able to set up payment via credit card
- Update to library catalogue interface ie roll-ups
- Hoopla (similar to Libby) – under NLLS system, download the Hoopla app, patrons get 2 credits per month, reduces wait times for books. Stephanie added Hoopla to our website today.
- Book stamping, streamlining of how books are received and moved.
- Budget is set (will leave a copy), levy increased by 1.5%

BUSINESS ARISING FROM PREVIOUS MINUTES:

1. **Board Basics** – Learned lots. Realized that there were a few things (policy) we still need to submit. Kelly is working on that. We will take a close look at somethings that need to be changed at our meeting in April 2025.

2. **Policy Change** – Change ‘expect’ to ‘except’ in point 2 regarding statutory holidays. Add an ‘s’ to understand under Reimbursement point 8.

Michelle will look into whether or not we can send e-transfers to payees.

Kelly will add new timesheets to policy as well.

Tabled to next meeting.

NEW BUSINESS:

1. **Fundraising** – Greg spoke with Friends of the Fire Fighters in Lamont last June and they were interested in the wrestling event. Herman Seiker brought it up again. Greg suggests that we let them take it on and if they can make it work and do it again, we can maybe sell 50/50s.

Spaghetti Lunch & Garage sale – Do we switch it up? Kubi burgers or hot dogs – Table until next meeting.

Mother’s Day Paint Night – Erin will look for some ideas. Tabled until next meeting.

2. **Approving Board Member Absences** – As per Board Basics session, we will need to start approving absences at meetings.

LIBRARIAN’S REPORT:

Total Allotment: \$8,147.44

Expended: \$1,127.24

Encumbered: \$245.83

Approximate Free Balance: \$6,774.37

Patron Attendance: 254 (January)

New Patron Registrations: 8 (January)

The high school is closed this Friday and Saturday for building inspections and the building must be empty for this. Therefore, we will be closed this Saturday and reopen Monday morning.

Saturday opens are going pretty good considering we have had awful weather almost every Saturday morning since we started. I’ve been doing a movie morning where we watch a movie (in our pajamas), eat some snacks and play literacy games. Many patrons have been excited to hear we may be open again permanently on Saturdays. I’ve had several families ask if we could do another test in the Spring (or stay open Saturdays until end of Spring) as they have sports and dance right now which keeps them away. Many have expressed when the weather is nice enough to walk to the library and when activities are not filling their weekends that they would love to come to the library. I’m hoping the Board could think on this and we could revisit this at the next meeting with our thoughts.

Cadmus and I have been weeding books that have not been checked out in years to make room for our 2 new sections. We have cleared space near the romance novels for both the new sections and a display area for new series or special books that come in. I’m very excited to start utilizing the space as a bunch of the books I’ve been ordering are trickling in each van run and I’m running out of display space on our little end cap shelf.

I will be doing a Valentines Craft on Monday February 10th for grades 7-12. I’ve already got about 20 teens signed up and very excited. I’d like to do a little craft at lunch for the high school students a couple times a year at special occasions as they really seem to love it.

Next week, Thursday Feb 13th, NLLS is doing a new managers meet up at HQ that I will be attending. I’m very excited to go check it out and meet everyone in person that I talk to so often by email or phone. Ill let you know all about it at the next meeting.

Finally, thank you James for coming to our meeting!

CORRESPONDANCE:

None

ROUND TABLE:

None

NEXT MEETING: March 3, 2025 @ 6:00pm at the Lamont Public Library. It will be made available via zoom for those unable to attend in person.

Greg moves that we adjourn the meeting. Greg seconds. All in favour. Passed.

MEETING ADJOURNED AT: 7:03pm



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR118376

March 12, 2025

Dear Chief Elected Officials:

As you are aware, changes to the *Local Authorities Election Act (LAEA)* in *Bill 20, the Municipal Affairs Statutes Amendments Act, 2024*, came into force on October 31, 2024. One of these changes prohibits the use of tabulators, voting machines, vote recorders, and automated voting systems in local elections.

This change inadvertently created a lack of clarity regarding whether Elector Assistance Terminals (EATs) would be permitted in upcoming local elections. As you may know, an EAT is an assistive voting machine that enables electors with visual or physical disabilities to vote independently and privately. EATs are not connected to the Internet or another network and create a paper ballot that records the vote cast by the elector. EATs were offered in some local jurisdictions in the 2021 general elections and to electors in the 2023 provincial general election.

Our government is planning to bring forward *LAEA* amendments in spring 2025 to clarify that local authorities may, by bylaw, offer EATs to electors. In order to offer EATs in the 2025 general local elections, a local authority will be required to pass a bylaw by June 30, 2025.

If you have any questions regarding this upcoming change, please reach out to Municipal Affairs staff by telephone at 780-427-2225 (toll-free in Alberta by first dialing 310-0000) or via email at ma.advisory@gov.ab.ca.

Sincerely,



Ric McIver
Minister



SAVE THE DATE

Bruderheim's 2nd Annual
Deutschland Day
October 18th
1 p.m. - 10 p.m.

FORTIS
ALBERTA

WOLF
MIDSTREAM

Stay tuned to Facebook, Voyent and the Town Website for more information to come. Parade, Activities, Dinner, Dance and Fireworks!



ALBERTA
ARTS, CULTURE AND
STATUS OF WOMEN

Office of the Minister

Doug Butler
Vice President
Lamont Fish & Game Association
PO Box 655
Lamont, AB T0B 2R0

Dear Doug Butler:

RE: Community Facility Enhancement Program (CFEP) Small Grant

I am happy to advise that your Community Facility Enhancement Program (CFEP) Small Application No. CFEP-00125248 to assist the Lamont Fish & Game Association with natural area development for Lamont Trout Pond has been approved for \$32,044. An electronic transfer of funds will be sent to your bank account in the coming weeks, and notification will follow.

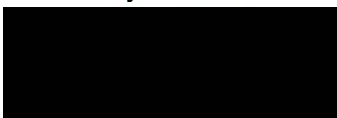
As the Minister of Arts, Culture and Status of Women, I am extremely honoured to support the work of non-profit organizations that aim to foster healthy, vibrant communities across Alberta. The Government of Alberta is proud to support organizations that improve the quality of life in our communities.

Acceptance and use of the grant funds will confirm your agreement with the terms and conditions of the Grant Agreement in your application. The final reporting templates are available on the Alberta Arts, Culture and Status of Women website at alberta.ca/community-facility-enhancement-program-small.

Please note that you will be required to file a statement of accounting and final report upon project completion, or within 18 months of the payment date. If you have any questions, please contact program administration at 1-800-642-3855.

I wish you continued success with your important work.

Sincerely,



Honourable Tanya Fir
Minister of Arts, Culture and Status of Women

cc: Honourable Jackie Armstrong-Homeniuk, MLA
Fort Saskatchewan-Vegreville

MARCH 2025

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SPECIAL BOARD MEETING: March 6, 2025

New Business

ASBA EDWIN PARR TEACHER AWARD: 2025

The Board approved EIPS' nomination for this year's Edwin Parr Teacher Award nominee, Janna MacLelland. Every year, the Alberta School Boards Association (ASBA) Zone 2/3 hosts the award program to honour and recognize outstanding first-year teachers who demonstrate excellence in the *Teaching Quality Standard*. MacLelland, a first-year French Immersion teacher at Ardrossan Elementary, was selected as EIPS' nominee for her commitment to education through her exceptional learning spaces, inclusive approach to learning and innate ability to engage with children.

BOARD MEETING: March 20, 2025

Chair's Report

RECENT EVENTS

Board Chair Cathy Allen highlighted recent trustee events:

- On February 27, Chair Allen attended the province's Budget 2025 announcement at the Legislative Assembly of Alberta. Following the announcement, trustees and senior administration took part in a budget debrief with Education Minister Demetrios Nicolaides. The meeting, which included representatives from school boards across the province, provided a high-level overview of the education budget for the 2025-26 school year.
- On February 28, EIPS hosted its third annual Round Dance at Bev Facey Community High, which was a nice event and well attended.
- On March 2-4, trustees joined locally elected officials at the 2025 Alberta Rural Education Symposium in Edmonton, which focused on professional learning and discussion on topics relevant to rural school boards.
- On March 7, Chair Allen represented the Board at the EIPS Classified Professional Learning Day event. The keynote speaker was Greg Wells, a Calgary-based performance physiologist, health and high-performance expert, best-selling author and motivational speaker. He shared with staff strategies, using complex science, to create healthier workplaces and enhance well-being.
- From March 10-14, trustees celebrated the Week of Inspirational Math by visiting various schools and reading numeracy-focused books to students.
- On March 17, trustees attended the 2025 High School Culinary Challenge Awards. Chair Allen congratulated the EIPS teams who competed this year. One team, made up of students from Bev Facey Community High and Salisbury Composite High, won bronze. And, the team from Vegreville Composite High won a supplemental competition.
- On March 18, trustees attended a meeting and luncheon with EIPS' Employee Relations Group. Members were able to ask questions and share recent successes and challenges.

Superintendent's Report

RECENT EVENTS

Superintendent Sandra Stoddard shared recent events and information with the Board, including:

- On March 10, she attended a meeting with the Education Society of Edmonton, which featured a presentation on staff codes of conduct.
- On March 11, she attended a meeting with NorQuest College. The focus: collaboration and support opportunities for rural schools and dual-credit programming.
- On March 14, EIPS senior administration attended a College of Alberta School Superintendent Zone 2/3 meeting. The highlight: a presentation on restorative practices and an update from Alberta Education.
- On March 14, she attended an annual meeting with CASA Mental Health focusing on the Division's CASA Classrooms.
- Superintendent Stoddard also joined the Board at the following events:
 - the 2024 Alberta Rural Education Symposium, which she attended with EIPS senior administration and elected officials from Lamont, Mundare and Burdett, providing an opportunity to discuss shared successes and challenges; and
 - the Employee Relations Group luncheon—it was great to meet with members, discuss concerns and answer questions.

CLASSIFIED PROFESSIONAL LEARNING DAY

The EIPS Classified Professional Learning Day took place at Bev Facey Community High on March 7. Throughout the day, classified staff participated in various centrally co-ordinated professional learning sessions. This year's keynote speaker, Greg Wells, discussed easy ways people can make changes in their lives to enhance overall health and well-being. The event also coincided with a professional learning day for certificated staff, who participated in learning sessions throughout the day.

WEEK OF INSPIRATIONAL MATH

On March 10-14, students and staff celebrated numeracy during EIPS' Week of Inspirational Math. Divisionwide, schools hosted daily math activities, games, and hands-on learning exercises—all aimed at building students' mathematical confidence.

Association and Employee Relation Reports

ASBA ZONE 2/3 MEETING

Trustee Colleen Holowaychuk presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meetings held on February 21 and March 14. Discussion highlights included:

- On February 21, members participated in a workshop on zone practices and discussed possible Zone policy positions to bring forward to ASBA's fall general meeting in November 2025.
- On March 14, members discussed the various timelines and deadlines for regular and emergent policy position statements.
- ASBA's spring general meeting is scheduled for June 2025—trustees will receive the initial bulletin for the meeting on April 3 and a final bulletin on May 2.
- The next Zone 2/3 meeting is on April 11, 2025.

ATA LOCAL REPORT

The Board received for information the Alberta Teachers' Association (ATA) Local No. 28 report from Maxine Holm, the Local President. Since the February Board meeting:

- The ATA held elections for its Provincial Executive Council:
 - President – Jason Schilling
 - Vice-presidents – Greg Carbine and Allison McCaffrey
 - District Representative – Janet Westworth
- The ATA hosted a Local Political Engagement Seminar. Highlights include:
 - Duane Bratt, a public policy professor at Mount Royal University with expertise in international relations, spoke to members about the state of the region, focusing on recent changes led by the United States.
 - Janet Brown, a local pollster, offered insight into recent provincial polling research.
 - A Budget 2025 update—the ATA is awaiting the province's release of the *Funding Manual for School Authorities* to fully understand the budget's impact.
- Holm attended a North Central Teachers' Convention Association Board meeting. The focus: Teachers' convention feedback, the Budget 2025 and executive elections.
- The Local's Women in Leadership committee hosted a speed-sharing event, where attendees shared their experiences, successes and challenges.
- The Local's Professional Development Committee hosted a conversation focused on common and emerging issues for school leadership teams, including workload, staff wellness and social media.
- On March 18, the ATA hosted a school board trustee information session.
- The Local also welcomed two new committee chairs.
 - Krista Porter is the new chair of the Women in Leadership Committee—good luck to former chair Kim Zapesocki, who takes on a new role with the ATA.
 - Sarah Dyer is the new chair of the Diversity, Equity and Human Rights Committee—good luck to former chair Danielle Booker, who is taking on a new role with another school division.
- On behalf of the Local, Holm hopes everyone has a relaxing and enjoyable spring break.

EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from Michelle Miller, the committee's Chair:

- On March 18, Miller attended a meeting and luncheon with the EIPS Board. She thanked the Board for hosting the event and meeting with ERG members—it was beneficial for everyone.
- The ERG recently welcomed two new members.
 - Rose Gary, who works in Facility Services, is the new Central Services representative.
 - Tammy Seney, who works at Mundare School, is the new Lamont representative.
- On March 7, the Division hosted its annual Classified Professional Learning Day, which was again a huge success. The post-event feedback is positive. Miller also thanked Chair Allen and Superintendent Stoddard for joining and providing greetings—it was greatly appreciated.
- Staff continue to have questions about compensation in 2025-26 and look forward to learning more at the upcoming town hall meeting in May.

New Business

BOARD POLICY AMENDMENTS

The Board approved amendments to [Board Policy 25: Petitions and Public Notices](#). The approved changes strengthen the policy's clarity, definitions, language and readability.

THREE-YEAR CAPITAL PLAN: 2026-29

The Board approved EIPS' [2026-29 Three-Year Capital Plan](#). Annually, the Board reviews and updates the plan to prioritize its key capital projects. The Division's top five capital priorities are:

Priority 1: A replacement school for Rudolph Hennig Junior High and Fort Saskatchewan High (grades 7-12).

Priority 2: A replacement school for James Mowat Elementary (grades K-6).

Priority 3: A new school for the Cambrian Crossing neighbourhood (grades K-9).

Priority 4: A modernization and expansion of Vegreville Composite High to accommodate K-12 programming.

Priority 5: A modernization of Win Ferguson Elementary (grades K-6).

Now approved, the Division will submit the *Three-Year Capital Plan* to the province for funding consideration.

COLLEGIATE PROGRAM: SCHOOL NAME AND CODE

The Board approved a school name for the Division's new collegiate program—Campus EIPS. Now approved, the Division will submit the school's name to Alberta Education for inclusion in the Provincial Education Directory and the Provincial Approach to Student Information. Starting the 2025-26 school year, Campus EIPS will offer programming to students at secondary schools throughout the Division, including Ardrossan Junior Senior High, Bev Facey Community High, Fort Saskatchewan High, Lamont High, Salisbury Composite High, Strathcona Christian Academy Secondary, Vegreville Composite High and Next Step.

Reports for Information

FINANCIAL PROJECTIONS: 2024-25

The Board received for information a report regarding the Division's financial projections for the rest of the 2024-25 school year. Overall, there are no areas of concern and no excessive deficits or surpluses. EIPS projects its accumulated surplus to increase by \$57,215, from the amount reported in the Fall Budget Report. There are also some offsetting changes, including a projected decrease in School Generated Funds Reserves and a reduction in Central Services Reserves from an anticipated deficit in Student Transportation—offset by an increase in Division Unallocated Reserves from unused contingency funds. Finally, the Division projects its reserve funds to remain within the provincially mandated limit (see pg. 56, "[Financial Projections 2024-25](#)").

UNAUDITED FINANCIAL REPORT: SEPTEMBER 2024 TO FEBRUARY 2025

The Board received for information the EIPS Unaudited Financial Report for the six-month period ending Feb. 28, 2025. Overall, expenses exceeded revenue, resulting in an operating deficit of \$34,938. In total, revenue for the six months is \$102.24 million, which represents 50 per cent of the year-to-date budget—an expected percentage for the fiscal year midpoint. Similarly, total expenses are \$102.28 million, which also represents 50 per cent of the year-to-date budget. Generally, the variances are the result of timing differences, meaning expenditures aren't incurred evenly over the year and are expected to resolve themselves by the end of the school year, when all expenses are incurred (see pg. 68, "[Unaudited Financial Report for Sept. 1, 2024 to Feb. 28, 2025](#)").

Committee Reports

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on March 10. The committee reviewed five policies—12, 15, 19, 25 and 26. Policy 12 was reviewed and deferred to a later meeting. Policies 15 and 19 were sent for legal advice to ensure alignment with related provincial acts. Amendments to Policy 25 were approved earlier at the March Board meeting (see pg. 3, "Board Policy Amendments"). And, Policy 26 required no changes. The next policy committee meeting is scheduled for April 8.

STUDENT EXPULSION COMMITTEE

The Board received for information a report from the Student Expulsion Committee regarding a recent meeting—held on February 28. The committee reviewed all relevant information and upheld the school administration’s recommendations.

GOVERNANCE AND EVALUATION COMMITTEE

The Board received for information a report from a recent Governance and Evaluation Committee meeting—held on March 11. Discussion topics included: section 5 of the *EIPS Trustee Handbook*, proposed guidelines for acknowledging life events, the Board’s work plan, possible Board retreat dates and orientation planning for the incoming Board next fall. The committee also discussed its priority work, now and in the future.

Trustee Notices of Motion and Information Requests

Trustee Ralph Sorochoan requested an update on the Division’s playground process—to come to trustees at an upcoming Board Caucus meeting.

Board Members

Cathy Allen, *Chair* | Susan Miller, *Vice-Chair* | Trina Boymook | Randy Footz | Colleen Holowaychuk | Don Irwin | Ralph Sorochoan

FOR MORE INFORMATION CONTACT:

Cathy Allen, *Board Chair* | P 780 417 8109

Laura McNabb, *Director, Communication Services* | P 780 417 8204

www.eips.ca | Instagram: [@elkislandpublicschools](https://www.instagram.com/elkislandpublicschools) | Facebook: [elkislandpublicschools](https://www.facebook.com/elkislandpublicschools)



Rural Health Committee

Town of Lamont Mayor & Council

*You are cordially invited to a special reception of the
100th Anniversary of the United Church of Canada*

*Tuesday June 10, 2025, at 1 p.m.
Morley Young Manor – rotunda
5229- 54 St. Lamont*

*This reception will highlight the 100 years of United Church of Canada,
hosted in partnership with:
Lamont United Church
Lamont Health Care Centre
Town of Lamont – Rural Health Committee*

*We look forward to sharing our past
and honoring our future.*

*Please RSVP by May 15, 2025, to lamontuc@telus.net
Phone 780-298-2011*

*Light Refreshments hosted by
Auxiliary to Lamont Health Care Centre*



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.1

MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

Urban Hen Keeping Program

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 03/25, Urban Hen Keeping Program.
2. **THAT** Council give second reading to Bylaw 03/25, Urban Hen Keeping Program.
3. **THAT** Council give unanimous consent to proceed to third reading of Bylaw 03/25, Urban Hen Keeping Program.
4. **THAT** Council give third reading to Bylaw 03/25, Urban Hen Keeping Program.

BACKGROUND

At the February 13, 2024 Council Meeting, Council passed Bylaw 03/24, Urban Hen Pilot Program. The Pilot Program allows up to 5 residents to have 2-4 laying hens for a period of 1 year starting April 1, 2024 and ending April 1, 2025. The Town received one application over this 1-year period.

At the February 11, 2025 Council Meeting, Council agreed to make the Urban Hen Program a permanent program in the Town of Lamont.

The Program provides up to 5 residents a license to have 2-4 laying hens for a period of 1 year. The license will need to be renewed annually by May 30. Renewal is dependent upon a satisfactory inspection of the hen enclosure.

COMMUNICATIONS

If approved, posts will be shared on the Town's website and social media to let residents know about the approved program.

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

POLICY AND/OR LEGISLATIVE REFERENCES

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

ATTACHMENTS

- Bylaw 03/25, Urban Hen Keeping Program
- Urban Hen Keeping Program License Application
- Urban Hen Keeping Guidelines
- Hen Enclosure General Guidelines
- Neighbour Consent Form
- Example Site Sketch

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA,
FOR THE LICENSING, REGULATING AND CONFINEMENT OF URBAN HENS
WITHIN THE TOWN OF LAMONT**

WHEREAS pursuant to provisions of the *Municipal Government Act*, Council has the authority to regulate or prohibit certain activities for municipal purposes respecting the safety, health, and welfare of people and the protection of people and property, wild and domestic animals, and certain activities in relation to them; and

WHEREAS pursuant to provisions of the *Municipal Government Act*, Council has the authority to provide for a system of licenses, permits and approvals; and

WHEREAS Council deems it necessary to assess the viability of keeping urban hens within the Town; and

NOTWITHSTANDING any Town Bylaws or Regulations enacted by Council;

NOW THEREFORE the Council of the Town of Lamont, hereby enacts an Urban Hen Keeping Program as follows:

1. BYLAW TITLE

- 1.1 This Bylaw is known as “Urban Hen Keeping Program Bylaw”.

2. DEFINITIONS

- 2.1 For the purposes of this Bylaw:

- a. “Act” means the *Municipal Government Act*, RSA 2000, c.M-26.
- b. “Animal Health Act” means Statute of Alberta 2007, Chapter A-40.2.
- c. “CAO” means the Chief Administrative Officer or it’s designate.
- d. “Coop” means a fully enclosed weather proof structure and attached outdoor enclosure used for the keeping of urban hens that is no larger than 10 m² in floor area, and no more than 2 meters in height.
- e. “Council” means the Council of the Town of Lamont.
- f. “Hen” means a female chicken.
- g. “Land Use Bylaw” means Bylaw 06-17 as amended from time to time;

**TOWN OF LAMONT
BYLAW 03/25**



- h. “Outdoor enclosure” means a securely enclosed, roofed outdoor area attached to and forming part of a coop having a bare earth or vegetated floor for urban hens to roam;
- i. “Officer” means a Bylaw Enforcement Officer as appointed by the Town to enforce bylaws of the Town.
- j. “Rooster” means a domesticated male chicken.
- k. “Sell” means exchange or deliver for money or its equivalent.
- l. “Town” means the Town of Lamont, a municipal corporation in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.
- m. “Urban area” means lands located within the Town on which agricultural operations, including but not limited to the keeping of livestock, are neither a permitted or discretionary use under the Bylaws of the Town.
- n. “Urban hen” means a hen that is at least 16 weeks of age and kept for non-commercial purposes.
- o. “Urban hen license” means a license issued by the Town pursuant to the Urban Hen Program which authorizes the license holder to keep urban hens on a specific property within the Town.

3. PURPOSE

- 3.1 The purpose of the Urban Hen Keeping Program is to regulate and control the keeping of urban hens in the Town.

4. PROHIBITIONS

- 4.1 No person shall be permitted to keep a rooster or hen in an urban area, other than an urban hen for which a valid urban hen license has been issued.

5. URBAN HEN LICENSES

- 5.1 A person may apply to keep a minimum of two (2) and a maximum of four (4) urban hens by submitting a completed application, on the form provided by the Town, including:
- i. a site plan including coop dimensions and identified setbacks;
 - ii. proof of approval from neighbours having contiguous boundaries with the property where the Urban Hens will be kept;
 - iii. proof of training – completion certificate from an approved urban hen keeping course;
 - iv. The Premises Identification Number, as issued by the Province of Alberta; and
 - v. Any other information deemed necessary and/or requested by the Town.
- 5.2 There shall be a maximum of five (5) urban hen licenses available during the program.
- 5.3 An Urban Hen License may not be issued unless:
- i. The applicant is the owner of the property on which the urban hens will be kept, or that the owner of the property has provided written consent;
 - ii. All program guidelines and regulations are being complied with; and
 - iii. The applicant has complied with all other Provincial and Federal regulations for the keeping of livestock.
- 5.4 The applicant shall pay the appropriate license fee as set out in the Town of Lamont Fee Schedule.
- 5.5 An Urban Hen License is valid for one year. Licenses must be renewed annually by May 30. Renewal is dependent upon a satisfactory inspection of the hen enclosure.
- 5.6 No person is entitled to a refund or a rebate for any license fee.



- 5.7 A person to whom an Urban Hen License has been issued shall produce the license on the demand of the CAO or Bylaw Enforcement Officer.
- 5.8 A person who keeps urban hens is required to take training which is designed to provide adequate information regarding the successful keeping of hens in an urban area through a winter cycle and remain current with best management practices of Hen Keeping guidelines.
- 5.9 An Urban Hen License is non-transferrable from one person to another or from one property to another.
- 5.10 No person shall own, keep or harbor any hens unless an Urban Hen Keeping License is obtained.

6. KEEPING OF URBAN HENS

- 6.1 A person who keeps urban hens must:
- i. Provide each urban hen with at least 0.37 m² (4 sqft) of interior floor area, and at least 0.92 m² (10 sqft) of outdoor enclosure, within the coop;
 - ii. Ensure rear yards shall be fully enclosed with fencing at least 5 feet (1.82 m) in height; and
 - iii. Ensure that each coop is:
 - a. Located within the rear yard of the lot behind a detached or semi-detached dwelling, as defined in the Land Use Bylaw;
 - b. A minimum 3.0 m (10 ft) from a dwelling unit;
 - c. A minimum 1.0 m (3.2 ft) from a side lot line or 4.0 m (12.8 ft) from a lot line that abuts a flanking road;
 - d. A minimum 1.0 m (3.2 ft) from any other buildings;
 - e. No larger than 10 m² (108 sqft) in floor area; and
 - f. No more than 2 meters (6.5 ft) in height.
 - iv. Only one (1) coop per property shall be permitted.
 - v. Provide and maintain, in the coop, at least one nest box per coop

**TOWN OF LAMONT
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and one perch per urban hen that is at least 15 cm long.

- vi. Keep each urban hen in the coop at all times.
- vii. Provide each urban hen with food, water, shelter, light, ventilation, care and opportunities for essential behaviours such as scratching, dustbathing, and roosting, all sufficient to maintain the urban hen in good health.
- viii. Maintain the coop in good repair and sanitary condition, and free from vermin and noxious or offensive smells and substances.
- ix. Construct and maintain the coop to prevent any rodent from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal.
- x. Keep a food container and water container in the coop.
- xi. Keep the coop secured from sunset to sunrise;
- xii. Remove leftover feed, trash, and manure in a timely manner.
- xiii. Store feed within a fully enclosed container.
- xiv. Store manure within a fully enclosed container, and store no more than 3 cubic feet of manure at any time.
- xv. Remove all other manure not used for composting or fertilizing and dispose of such in accordance with Town Bylaws.
- xvi. All urban hen related waste shall be in a secure location on site until collection day.
- xvii. Follow biosecurity procedures recommended by the Canadian Food Inspection Agency to reduce potential for disease outbreak
- xviii. Must obtain a premises Identification (PID) under the Premises Identification Regulation (200/2008) in the Animal Health Act and submit a copy to the Town.
- xix. Keep urban hens for personal use only.
- xx. No person who keeps urban hens shall:

**TOWN OF LAMONT
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- a. sell eggs, manure, meat, or other products derived from an urban hen;
- b. slaughter any urban hen on the property or within Town boundaries;
- c. dispose of an urban hen except by delivering it to a farm, abattoir, veterinarian, or other operation that is lawfully permitted to dispose of such; and
- d. keep an urban hen in a cage, kennel, or any other form of shelter other than a coop.

8. PENALTIES & ENFORCEMENT

- 8.1 Where an Officer has reasonable ground to believe that a person has contravened any provision of this Bylaw he or she may serve upon the person a Municipal Ticket allowing payment of the specified fine as set out in Schedule "A" of this Bylaw.
- 8.2 Should a hen keeping site, Coop, or Hen Keeper be found to be non-compliant with this Bylaw at any time, enforcement action may be taken including without limitation: issuing a Municipal Violation Tag or Violation Ticket, revocation of an Urban Hen License, or issuance of a Stop Order under Section 645 of the *Municipal Government Act*."
- 8.3 In the event of the revocation of an Urban Hen License, the Licensee will be given thirty (30) days to rehome the hens.
- 8.4 Should hens and/or a coop be ordered to be removed, all costs and associated expenditures related to the removal shall be the responsibility of the property owner.

9. INTERFERENCE WITH TOWN FORCES

- 9.1 No person shall hinder, interrupt, or cause to be hindered any employee of the Town or its contractors, servants or agents or workers, in the exercise of the powers or duties as authorized or required in the Urban Hen Program Bylaw.

10. AUTHORITY OF THE CAO

**TOWN OF LAMONT
BYLAW 03/25**



- 10.1 Without restricting any other power, duty, or function granted by the Urban Hen Program Bylaw, the CAO may:
- i. Carry out any inspections to determine compliance with the Urban Hen Program;
 - ii. Take any steps or carry out any actions required to enforce the Urban Hen Program Bylaw;
 - iii. Take any steps or carry out any actions required to remedy a contravention of the Urban Hen Program Bylaw;
 - iv. Establish forms for the purposes of the Urban Hen Program Bylaw; and
 - v. Delegate any powers, duties, or functions under the Urban Hen Program Bylaw to a Town employee.

11.GENERAL

- 11.1 Nothing in the Urban Hen Program Bylaw relieves a person from complying with any Federal or Provincial law or regulation, other Urban Hen Program Bylaw, or any requirement of any lawful permit, order, or license.

12.SEVERABILITY

- 12.1 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.

**TOWN OF LAMONT
BYLAW 03/25**



13.EFFECTIVE DATE

13.1 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 _____ DAY OF _____, 20____.

READ A SECOND TIME THIS _____ DAY OF _____, 20____.

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 20____.

Mayor

Chief Administrative Officer

Date signed

**TOWN OF LAMONT
BYLAW 03/25**



SCHEDULE "A"

Section	Offense	First	Second
4.1	Rooster within town boundaries	\$115.00	\$230.00
5.8	Failure to obtain an Urban Hen Keeping License	\$115.00	\$230.00
6.1	Keeping more than 4 hens or less than 2 hens	\$115.00	\$230.00
7(i)	Coop fails to meet size/enclosure requirements	\$115.00	\$230.00
7(iii)	Coop not located properly on parcel	\$115.00	\$230.00
7(vi)	Hens running at large	\$115.00	\$230.00
7(viii)	Fail to maintain coop in a sanitary condition/good repair	\$115.00	\$230.00
7(xiv)	Waste not stored in an enclosed structure or container	\$115.00	\$230.00
7(xx)(a)	Meat or eggs produced from the keeping of hens sold	\$115.00	\$230.00
7(xx)(b)	Slaughter of hens within Town boundaries	\$115.00	\$230.00
7(xx)(c)	Unlawful disposal of deceased hens	\$115.00	\$230.00

URBAN HEN KEEPING

License Application



Please complete this form and attach all supporting documents to make a complete application package. To submit the application package, applicants must email their application to general@lamont.ca or drop it off at the Town Office Building, 5307 50 Avenue, Lamont, AB. All submitted materials must be clear, legible and precise.

Town approval of this application will grant the applicant an annual license to keep hens for one-year.

Failure to maintain and abide by all requirements of the Urban Hen Program Bylaw 03-25, the Urban Hen Keeping Guidelines and/or applicable Provincial regulations will lead to a license being revoked, and the hens must be removed from the property at the applicant's expense within 30 days of notification. The Town has the authority to revoke a license with 90 days written notice within which the hens must also be removed from the property at the applicant's expense.

Keeping hens without a license will result in a charge under the Urban Hen Program Bylaw 03-25.

APPLICANT INFORMATION

Full Name (Printed): _____

Email Address: _____ Phone Number: _____

- ☐ I currently reside at the property ☐ I am the registered owner of the property
☐ I am 18 years of age or older ☐ I am a renter of the property (attach owner authorization)

SITE INFORMATION

Address: _____

Number of hens, and details on how enclosure will be heated in winter months:

- ☐ Attach Site Sketch complete with the hen enclosure location relative to adjacent properties and residential buildings, coop and run floor areas, and associated setback distances. Acceptable site sketches may be produced using an existing real property report, an aerial photo from Google Earth, or a scaled drawing (see example site sketch).

Note: This personal information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) for the purpose of issuing Urban Hen Keeping Program licenses within the Town of Lamont. Information collected will also be used for operating, monitoring and ongoing improvement of the Urban Hen Keeping Program, and where licensed hen keepers choose to continue their engagement with the full program in the future. It will also be used for bylaw enforcement purposes. If you have any questions about this collection, contact the Town of Lamont at 780-895-2010.

URBAN HEN KEEPING

License Application



COMPLIANCE WITH URBAN HEN KEEPING GUIDELINES

1. Will the hen enclosure be located in a rear yard fully fenced **at least 5 ft** in height? ☐ Yes ☐ No
2. Will the hen enclosure be located within the rear yard of the lot behind a detached or semi-detached dwelling? ☐ Yes ☐ No
3. Will the hen enclosure be located **a minimum 3.0 m (10 ft)** from a dwelling unit? ☐ Yes ☐ No
4. Will the hen enclosure be located **a minimum 1.0 m (3.2 ft)** from any lot line? ☐ Yes ☐ No
5. Will the hen enclosure be located **a minimum 1.0 m (3.2 ft)** from any other buildings? ☐ Yes ☐ No
6. Will the hen enclosure be located a **minimum 4.0 m (12.8 ft)** from any street adjacent to the property? ☐ Yes ☐ No
7. Will the hen enclosure be **no larger than 10 m² (108 sq ft)** in floor area? ☐ Yes ☐ No
8. Will the hen enclosure be **no more than 2 m (6.5 ft)** in height? ☐ Yes ☐ No

Note: Responding with "No" to any of the questions above will lead to the application being rejected.

TERMS AND CONDITIONS

Applicant must ensure they have met all of the licensing requirements and submitted all required documentation.

Check all that apply:

- ☐ I have registered for a Premises Identification Number and my number is: _____
- ☐ I have a plan for how to manage organic waste from my hens that will not result in odor issues or an unsightly premises.
- ☐ I agree to immediately notify the Town of Lamont, and the Province as required, of any disease or welfare issues that arise and to take all necessary steps to rectify the situation.

The nearest qualified veterinarian(s) to my residence that accept hens are (incl. name, phone number and address for each):

Note: This personal information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) for the purpose of issuing Urban Hen Keeping Program licenses within the Town of Lamont. Information collected will also be used for operating, monitoring and ongoing improvement of the Urban Hen Keeping Program, and where licensed hen keepers choose to continue their engagement with the full program in the future. It will also be used for bylaw enforcement purposes. If you have any questions about this collection, contact the Town of Lamont at 780-895-2010.

URBAN HEN KEEPING

License Application



- ☐ I have taken an urban hen keeping training course and attached proof of completion.
- ☐ I have notified my neighbour(s) whose properties are immediately adjacent to my rear yard, including those across the back lane (where applicable) that I intend to apply for a backyard hen keeping license and that this requires their approval in writing prior to building hen keeping structures on my property.
- ☐ I have attached neighbor approval letters for all adjacent neighbors.
- ☐ I have read and understood the Urban Hen Keeping Guidelines and the Urban Hen Program Bylaw 03-25.
- ☐ I acknowledge that the urban hen keeping on the property may require periodic inspections by the Town of Lamont.
- ☐ I understand that after receiving my license, that failure to maintain and abide by all requirements outlined in the Urban Hen Keeping Guidelines, Urban Hen Program Bylaw 03-25 and all applicable Provincial regulations, will result in my license being revoked, and all hens must be removed from the premises within 30 days at my own expense.
- ☐ I understand that the Town has the authority to revoke a license with 90 days' notice and all hens must be removed from the property at my own expense.
- ☐ I understand that the license issued through this application process is valid for the applicant and the property only as described in above sections Application Information and Site Information. Any change in the information as described above (e.g. applicant moves to a different address, applicant moves coop location within existing yard) will render the license void.
- ☐ I understand that I am applying for an annual license under the Urban Hen Keeping program only. The license will need to be renewed on an annual basis.

Signature: _____

Note: This personal information is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) for the purpose of issuing Urban Hen Keeping Program licenses within the Town of Lamont. Information collected will also be used for operating, monitoring and ongoing improvement of the Urban Hen Keeping Program, and where licensed hen keepers choose to continue their engagement with the full program in the future. It will also be used for bylaw enforcement purposes. If you have any questions about this collection, contact the Town of Lamont at 780-895-2010.

URBAN HEN KEEPING GUIDELINES



SITE REQUIREMENTS FOR HEN COOP AND RUN

- An approved site may house only one coop and run (hen enclosure).
- A hen enclosure must be located within the rear yard of the lot behind a detached or semi-detached dwelling as follows:
 - A minimum of 3.0 m (10 ft) from a dwelling unit.
 - A minimum 1.0 m (3.2 ft) from any lot line.
 - A minimum 1.0 m (3.2 ft) from any other buildings.
 - A minimum 4.0 m (12.8 ft) from any street adjacent to the property.
- Rear yards must be fully enclosed with fencing at least 5 ft (1.82 m) in height.
- Some properties, due to the size of a backyard, existing structures, or other factors may not be deemed suitable for urban hen keeping through the application process.

NUMBER OF HENS AND ENCLOSURE SIZE

- Approved sites must keep a minimum of two (2) hens and a maximum of four (4) hens.
- Roosters are NOT permitted.
- Young hens (also called pullets) shall not be younger than sixteen (16) weeks old.
- The coop must provide **each** urban hen with at least 0.37 m² (4 sq ft) of interior floor area.
- The run must provide **each** hen at least 0.92 m² (10 sq ft) of outdoor enclosure.
- The enclosure must be no larger than 10 m² (108 sq ft) in area.
- The enclosure must be not more than 2 m (6.5 ft) in height.
- All coops must contain sufficient perch locations, have adequate ventilation, and be weather and predator proof.

NUISANCE CONDITIONS

- The site and enclosure must be properly maintained to prevent negative impacts, including but not limited to attracting nuisance animals, and excessive smells or noise.

STANDARD OF CARE

- Hen sites shall adhere to good management and husbandry practices, maintain hens in such a condition to prevent distress, disease, and welfare issues.
- Hens require appropriate food, liquid (unfrozen) water, shelter, light, warmth, ventilation, veterinary care and opportunities for essential behaviours such as scratching, pecking, dustbathing and roosting, in order to be comfortable and healthy.
- Animal Control must be notified immediately of any disease or welfare issues that arise that may affect the public and the steps taken to rectify the situation.
- In the winter months, runs are required to be wrapped. Runs can be wrapped with a hard material like corrugated plastic or a soft material like polyethylene film (poly wrap) or a tarp.
- Adequate ventilation in the run and coop area is important to reduce moisture and mitigate the conditions that contribute to frostbite.
- Commercially manufactured coops and runs may need to be modified to ensure proper ventilation and insulation.

URBAN HEN KEEPING GUIDELINES



WASTE & DISPOSAL

- Manure must be removed, discarded, and/or properly composted to prevent nuisance complaints.
- Manure must be stored in a fully enclosed container, and no more than 3 cubic feet of manure stored at any time.
- There is to be no on-site slaughter or euthanizing of hens within the Town limits.
- Removal methods include (but are not limited to) humane euthanasia by a veterinarian, relocation to a farm, or taking hens to a licensed abattoir.

TRAINING

- The Applicant/Licensee must complete an accepted urban hen keeping course.
- The Town recommends the “Chickens 101” course provided by River City Chickens Collective, an information course for urban chicken keepers. This course is approved by municipalities including Edmonton, St. Albert, Leduc and Airdrie for application for backyard hen-keeping license. <http://www.rivercitychickens.org/>

INSPECTIONS

- An initial inspection of the coop, hens, and site will be conducted prior to final site approval and license being granted from the Town of Lamont.
- The Licensee(s) shall make themselves and the enclosure available for inspection on reasonable request from the Town of Lamont.
- Annual inspections must be completed upon renewal of license by May 30.

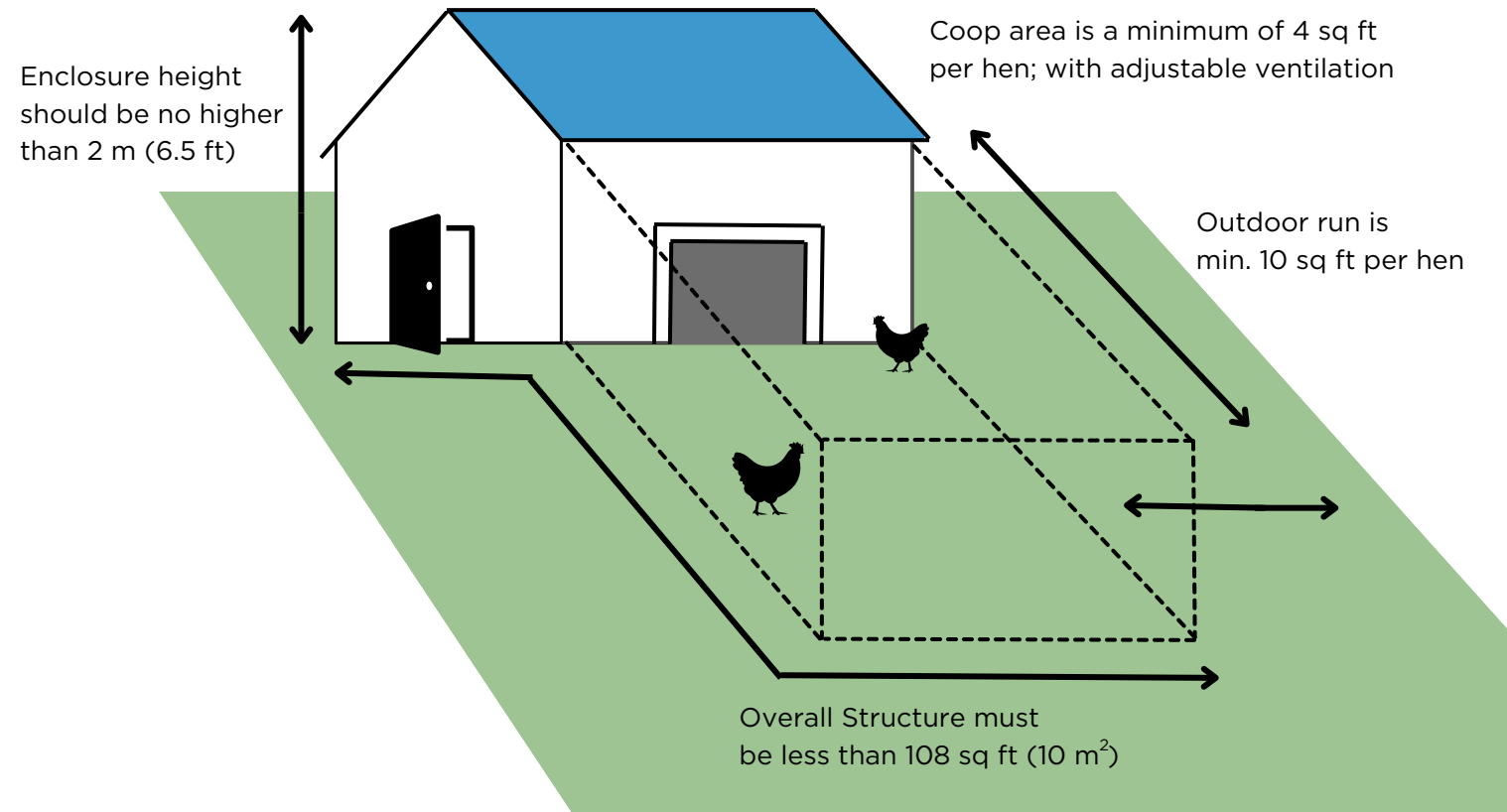
REGISTRATION

- The Licensee must comply with all Provincial regulations around the keeping of hens.
- The Province of Alberta requires all owners of poultry to register their flocks into the provincial database and obtain a Premises Identification (PID) Number. The PID enables the province to keep track of livestock site locations in case of potential disease outbreak. The Province will maintain communication with site owners should any information or incidents occur that would require site owners to take action.

ENFORCEMENT

- Bylaw Enforcement Officers will respond to all complaints and initiate investigations when warranted.
- When enforcement or other animal husbandry issues arise, Town Administration will work with hen keepers, neighbors, and other external stakeholders to ensure they are addressed and resolved in a timely manner.
- Failing to comply with the guidelines and regulations of the Urban Hen Keeping Program Bylaw may result in a fine, or a license being revoked.

GENERAL GUIDELINES ON HEN ENCLOSURES



LOCATION PLACEMENT

- A minimum of **3.0 m** (10 ft) from a dwelling unit
- A minimum of **1.0 m** (3.2 ft) from any lot line
- A minimum of **1.0 m** (3.2 ft) from any other buildings
- A minimum of **4.0 m** (12.8 ft) from any street adjacent to the property

HEN ENCLOSURE MUST BE:

- Located **within the rear yard** of the lot behind a detached or semi-detached dwelling
- No larger than **10 m** (108 sq ft) in floor area
- No more than **2 m** (6.5 ft) in height
- **Not attached** to a house or any other building
- If applicants plan on hardwiring electrical into their coop, they will need to apply for a **Electrical Permit**

ADDITIONAL REQUIREMENTS:

- Minimum of **2** hens, maximum of **4** hens
- Coop area must be minimum **4 sq ft per hen** with direct access to the outdoor run and adjustable ventilation
- Coop area is permitted to overlap or be raised above run area
- Run area must be minimum **10 sq ft per hen**
- Nest box of at least 1 per 4 hens, **12" x 12"** size



Urban Hen Keeping Neighbor Consent Form

Your neighbor at _____ would like to apply to participate in the Town of Lamont's Urban Hen Program. The applicant must receive consent from **all** adjacent neighbors to continue with the application process. The program is available to a maximum of five (5) households. Approved properties will be allowed a minimum of two (2) and a maximum of four (4) hens.

The program places significant requirements on Urban Hen Keeping applicants to ensure the wellbeing of the hens, as well as to mitigate concerns around odors and nuisances.

Please refer to www.lamont.ca/urbanhens to view the following documents as part of your consideration of your neighbor's application:

- Town of Lamont Urban Hen Program Bylaw 03-25
- Urban Hen Keeping Guidelines
- The Application and Inspection Process

Is your house currently listed for sale or do you plan on listing within the next 6 months?

☐

Yes

☐

No

I verify that I am the adjacent property owner. I hereby give my permission for Urban Hens to be kept at the above noted property.

Printed Name: _____

Civic Address: _____

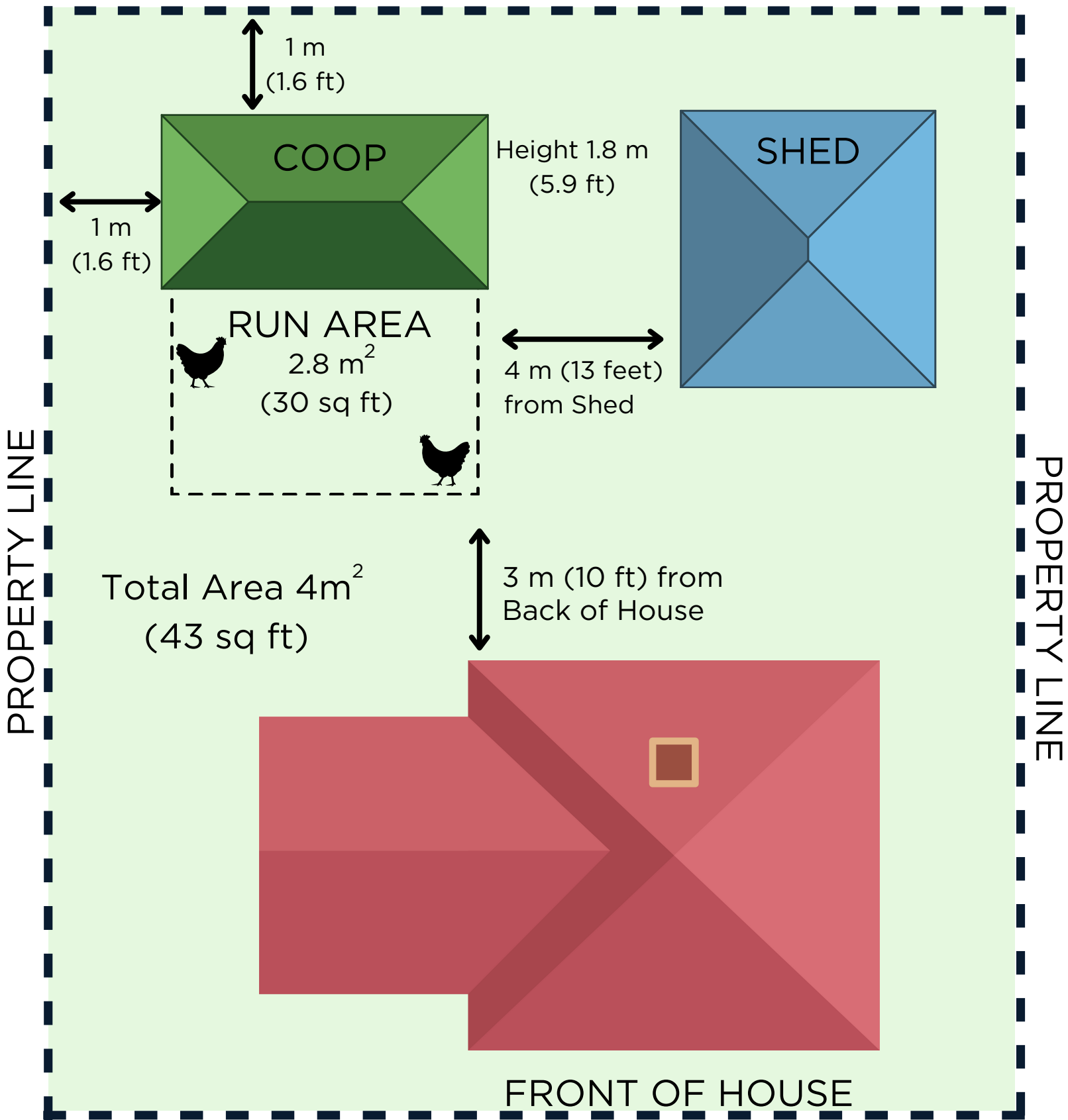
Phone Number: _____

I consent to the Urban Hen License
Signature: _____
Date: ____/____/____

I do NOT consent to the Urban Hen License
Signature: _____
Date: ____/____/____

URBAN HEN ENCLOSURE

Example Site Sketch





TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.2

COUNCIL MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

Bylaw 08/24, 2025 Fees and Charges

RECOMMENDATION

1. **THAT** Council give first reading to Bylaw 04/25, 2025 Fees and Charges Amendment.
2. **THAT** Council give second reading to Bylaw 04/25, 2025 Fees and Charges Amendment.
3. **THAT** Council give unanimous consent to proceed to third reading Bylaw 04/25, 2025 Fees and Charges Amendment.
4. **THAT** Council give third reading to Bylaw 04/25, 2025 Fees and Charges Amendment.

BACKGROUND

On December 10, 2024 Council passed Bylaw 08/24, 2025 Fees and Charges Bylaw. The schedule has been updated to include the Urban Hen Keeping License.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

N/A



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

ATTACHMENTS

1. Bylaw 04/25, 2025 Fees and Charges Amendment
2. Schedule A Fees & Charges Changes shown.

Report Prepared By: Jackii Ponto-Lloyd, Executive Assistant

Approved by CAO:

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

**TOWN OF LAMONT
BYLAW 04/25**



**BEING A BYLAW OF THE TOWN OF LAMONT IN THE PROVINCE OF ALBERTA
FOR THE PURPOSE OF AMENDING BYLAW NO. 08/24, BEING THE 2025 FEES
AND CHARGES BYLAW.**

WHEREAS the Council of the Town of Lamont deems it advisable to amend the 2025 Fees and Charges Bylaw;

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

1. That Bylaw 08/24 be amended as follows:

Addition of the Urban Hen Keeping License, \$50.00 per year under Licensing in Schedule "A".

2. EFFECTIVE DATE

2.1 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 ____ DAY OF _____, 2025.

READ A SECOND TIME THIS ____ DAY OF _____, 2025.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2025.

Mayor

Chief Administrative Officer

Date signed

Bylaw 08/24 Schedule "A"
FEES, RATES AND CHARGES

DESCRIPTION	2025 RATE	UNIT OF MEASURE	GST TAXABLE (T) EXEMPT (E) INCLUDED (I)
ADMINISTRATION FEES			
Official FOIP Request	\$25.00	Per Request	E
Tax Certificate	\$75.00	Per Request	E
Tax Certificate Rush- same day turn a round	\$100.00	Per Request	E
Verbal Tax Search	\$35.00	Per Request	E
Letter of Compliance (<i>Single Family Residential</i>)	\$150.00	Per Roll Number	E
Letter of Compliance (<i>Commercial, Industrial, institutional Multi-Family</i>)	\$200.00	Per Roll Number	E
Assessment Roll	\$25.00	Per Roll Number	E
Research Fee (<i>request for Information and document copies, excluding Property Tax and Utility Bill reprints</i>)	\$25.00	Per Hour	E
Property Tax and/or Utility Bill reprints excluding current period	\$5.00	Per Copy	E
Tax Recovery Administration Fee (<i>All costs for tax recovery notifications will be automatically applied to the tax roll. Additional costs subject to GST as applicable.</i>)	\$100 + any associated expenses to complete the recovery process	Per Roll Number	E
Bylaw Infraction - Unsightly Grass Cutting, Snow Removal, Property Maintenance and Clean Up	\$100 Admin Fee + any associated expenses to remedy Bylaw contravention	Per Roll Number	E
Tax Assessment Appeal	\$50.00	Per Complaint/Tax Roll Number	E
Photocopying Charges (Town Paper)			
Non-Profit	\$0.25	Per Page	E
All Others	\$0.35	Per Page	E
Laminating	\$2.00	Per Page	E
Fax and email Services	\$2.50	Per Page	E
Any Accounts Receivable invoice amount outstanding after 30 days shall incur a penalty	2.50%	Per Month	E
NSF – Returned Cheque	\$35.00	Per Cheque	E
PUBLIC WORKS			
Bylaw Clean-Up Services - Vehicle and Labour	\$110.00	Per Hour/ Per Person	T
Tractor with Blower/Operator	\$330.00	Per Hour	T
Sweeper/Operator	\$345.00	Per Hour	T
Frost Plate	\$50.00	Per Plate	T
Frost Plate - Installation	\$55.00	Per Installation	T
Smart Water Meter and Head Installed (<i>if new development, damaged or tampered with</i>)	\$420.00	Per Meter	T
Smart Water Meter Head and replacement labour cost	\$310.00	Per Meter	T
Camera Sewer Lines/Operator	Contracted Service fee plus 10% Administration fee	Per Service	T
Manual Snake Rental	\$55.00	Per Day	T

DESCRIPTION	2025 RATE	UNIT OF MEASURE	GST TAXABLE (T) EXEMPT (E) INCLUDED (I)
LAMONT ARENA - ICE RENTAL			
<p align="center"><i>Games are billed from thirty (30) minutes before the game to thirty (30) minutes after the game.</i></p> <p align="center"><u>Prices in effect for the 2025/2026 season</u></p>			
Youth and Family	\$140.00	Per Hour	T
Adult or Private	\$175.00	Per Hour	T
Non-Prime (Weekdays between 8:00 am to 3:00 pm excluding Statutory Holidays)	\$60.00	Per Hour	T
Other			
Party Pack Ice Rental and Meeting Room	\$150.00	1 Hour Ice & 2 Hour Meeting Room	T
Arena/LCC Surface No Ice (Sports)	\$50.00	Per Hour	T
Party Pack Arena Surface (No Ice) and Meeting Room	\$100.00	2 Hour on Surface & 1 Hour Meeting Room	T
Arena/LCC Surface No Ice (4 hours non sports)	\$265.00	Per Day	T
Arena/LCC Surface No Ice 1 day (Until 11 pm)	\$500.00	1-Day Rental	T
Arena/LCC Surface No Ice 1 day (to 3 am)	\$650.00	1-Day Rental	
Set up Tables and Chairs Arena only	\$200.00	Set Up Fee	T
LAMONT RECREATION FACILITIES			
<i>All Facility rentals must enter into a facility rental agreement with Town.</i>			
Hall			
<p align="center">Capacity: Standing - 1085 People Non fixed seats (no tables) - 545 People Non fixed seats (with Tables) - 430 People Includes podium, microphone and stand</p>			
Hall Deposit	\$420.00	Per Agreement	E
Hall (4 hours)	\$175.00	1/2 day rental (Meetings)	T
1 Day Rental	\$400.00	1-Day Rental	T
2 Day Rental (20 hours)	\$800.00	2-Day Rental	T
24 Hour Weekend Incentive (3 days)	\$1,000.00	3-Day Rental	T
Funeral	-20%	Of Rental Cost	T
Not For Profit	-20%	Of Rental Cost	T
Event Set Up/Tear Down (optional)	\$100.00		T
Event Set Up/Tear Down (Round Tables mandatory)	\$100.00		T
Staffing per hour (optional)	\$30.00	Per hour	T
Overtime charge per 30 minute increments	\$50.00	Per Half Hour	T
Overtime charge per 30 minute increments (past 3 am)	\$100.00	Per Half Hour	T
Events with liquor license or past 11 pm (add flat fee)	\$150.00	Flat Fee Per Day	T
Catering Deposit (payable to Lamont Catering Club)	\$600.00	Per Agreement	E
Kitchen unavailable - exclusivity agreement with Lamont Catering Club	n/a	n/a	n/a
Meeting Room			
<p align="center">Capacity: Standing - 320 People Non fixed seats (no tables) - 175 People Non fixed seats (with Tables) - 135 People</p>			
Meeting Room Deposit (Rentals 4 hours or more)	\$78.75	Per Agreement	E
Hourly Rental	\$25.00	Per Hour	T
4 Hour Rental	\$75.00	1/2-Day Rental	T
1 Day Rental	\$150.00	1-Day Rental	T
Funeral	-20%	Of Rental Cost	T
Not For Profit	-20%	Of Rental Cost	T
Event Set Up/Tear Down (optional)	\$50.00		T
Staffing per hour (optional)	\$30.00	Per hour	T
Overtime charge per 30 minute increments	\$50.00	Per Half Hour	T
Overtime charge per 30 minute increments (past 3 am)	\$100.00	Per Half Hour	T
Events with liquor license or past 11 pm (add flat fee)	\$150.00	Flat Fee Per Day	T
Arena Concession - Under Contract			

DESCRIPTION	2025 RATE	UNIT OF MEASURE	GST TAXABLE (T) EXEMPT (E) INCLUDED (I)
Curling Rink (Upstairs Lounge)			
Capacity: 125			
CR Lounge Deposit (Rentals 1 day and above)	\$472.50	Per Agreement	E
4 Hour Rental (Until 11 pm)	\$125.00	4 hours	T
1 Day Rental	\$240.00	1-Day Rental	T
2 Day Rental (20 hours)	\$525.00	2-Day Rental	T
3 Day Rental (24 hours)	\$700.00	3-Day Rental	T
Funeral	-20%	Of Rental Cost	T
Not For Profit	-20%	Of Rental Cost	T
Staffing per hour (optional)	\$30.00	Per Hour	T
Overtime fees per 30 minute increments	\$50.00	Per Half Hour	T
Overtime charge per 30 minute increments (past 3 am)	\$100.00	Per Half Hour	T
Events with liquor license or past 11 pm (add flat fee)	\$150.00	Flat Fee Per Day	T
Supply Purchase or Rental (applicable to all venues)			
Corkage – Includes Ice, Glasses, Solo Cups	\$1.00	Per Person	T
Glasses - Wine and Water	\$0.80	Each	T
Glasses - Replacement	\$6.00	Each	T
Table Cloths - Large (rectangular), White Only	\$5.00	Each	T
Table Cloths -Small (round) White/Black/Red /Beige	\$4.00	Each	T
Napkins	\$0.50	Each	T
Additional Cleaning Charge	\$100.00	Per Hour If Required	T
Additional Cleaning Charge upon request	\$100.00	Per Hour	T
Hall Lobby Furniture Removal upon request	\$100.00	One Time	T
Ball Diamonds			
Minor Ball League	\$300.00	Season	T
Adult Ball League	\$250.00	Per Team/ Per Season	T
3 Diamonds (Tournaments)	\$250.00	Weekend Rental	T
1 Diamond	\$100.00	Per Day	T
1 Game (2 hours)	\$25.00	Per Diamond	T
Hillside Park Picnic Pavilion	\$150.00	Per Day	T
Hillside Park Picnic Pavilion outdoor only with washrooms	\$75.00	Per Day	T
Damage Deposit	\$100.00	Damage Deposit	E
Additional Cleaning Charge	\$100.00	Per Hour If Required	T

DESCRIPTION	2025 RATE	UNIT OF MEASURE	GST TAXABLE (T) EXEMPT (E) INCLUDED (I)
DEVELOPMENT PERMITS AND FEES			
<i>All Development requires a permit. Failure to obtain a permit prior to commencement of work will result in the assessment of double fees, where fees apply.</i>			
Residential			
Single Family Dwelling, including Modular Homes and Semi-Detached	\$125.00	Per Permit	E
Additions/Renovations – Structural (increase in useable floor area.)	\$75.00	Per Permit	E
Multi-Family Dwellings, includes row housing, apartments, etc.	\$200.00 plus \$50.00	Per Dwelling Unit (to a maximum of \$5,000.00)	E
Accessory Buildings (Garage/Shop)	\$75.00	Per Permit	E
Accessory Building (Movable Sheds) One Hundred (100) sq. ft or greater	\$75.00	Per Permit	E
Decks (Two (2) feet or higher)	\$75.00	Per Permit	E
Home Occupation, Minor (as per Land Use Bylaw)	\$75.00	Per Permit	E
Home Occupation, Major (as per Land Use Bylaw)	\$125.00	Per Permit	E
Interior Renovations: Non-structural / Maintenance and/or repair (no increase in useable floor area)	Safety Code Permits as Required		
Exterior renovations: Non-structural/ Maintenance and/or repair	Safety Code Permits as Required		
Demolition (Residential)	\$250.00 Plus Security Bond \$1,000.00		E
To Leave as Sited - Dwelling	\$75.00	Per Roll Number	E
To Leave as Sited - Multi-Family	\$100.00	Per Roll Number	E
Variances, Dwelling	\$150.00	Per Roll Number	E
Variances, Accessory	\$100.00	Per Roll Number	E
Commercial, Industrial, Institutional			
Commercial, Industrial, Institutional (includes Accessory Structures) Permitted Uses	\$200.00 Application Fee plus \$1.00/m ² (to the maximum of \$7,500.00)		E
Commercial, Industrial, Institutional (includes Accessory Structures) Discretionary Uses	\$300.00 Application Fee plus \$1.00/m ² (to the maximum of \$7,500.00)		E
Additions/Alterations/Renovations	\$200.00 Application Fee plus \$1.00/m ² (to the maximum of \$7,500.00)		E
New Tenant in Existing Building (Permitted Uses)	\$100.00	Per Permit	E
New Tenant in Existing Building (Discretionary Uses)	\$200.00	Per Permit	E
Change in tenancy (no change in use)	\$100.00	Per Permit	E
Change to Business use amendment	\$100.00	Per Permit	E
Demolition (Non-Residential)	\$250.00 plus security fee \$1,000.00		E
To Leave as Sited - Commercial, Industrial, Institutional	\$100.00	Per Roll Number	E
Variances (Commercial, Industrial, Institutional, Multi-Family)	\$75.00	Per Roll Number	E
Dwelling Unit within Commercial Building (Discretionary Use)	\$150.00	Per Permit	E

DESCRIPTION	2025 RATE	UNIT OF MEASURE	GST TAXABLE (T) EXEMPT (E) INCLUDED (I)
Signs			
Permanent (determined by Development Officer)	\$100.00	Per Permit	E
Temporary (greater than two (2) weeks)	\$50.00	Per Permit	E
Other Planning and Development			
Land Use Bylaw Text Copy	Online Only		
Municipal Development Plan Text Copy	Online Only		
Telecommunication Tower Request for Letter of Concurrence	\$200.00	Per Request	E
Subdivision Plan Cancellation Bylaw	\$500.00 plus advertising costs		E
Land Use Bylaw Amendment	\$500.00 plus advertising costs		E
Subdivision Application Fees	As per fees established by Subdivision Authority		E
Subdivision and Development Appeal Board – Application Fee (non-refundable)	As per Lamont County Regional SDAB Fees	Per Application	E
Development Agreement	\$1,500 plus any legal costs incurred in preparation of agreement		T
Encroachment Agreement, Minor (e.g. fence, retaining wall)	\$200.00	Per Roll Number	E
Encroachment Agreement, Major (e.g. building structure)	\$300.00	Per Roll Number	E
Development Prior to Development Permit	Double Permit Fees	Per Permit	E
Area Structure Plan			
TBD			
Development Bond (Refundable) – Collected at the time of Development Permit as a damage deposit against damages to municipal road and sidewalk infrastructure	\$2,000 minimum, or as determined by Development Authority		T
Landscaping Bond (Refundable) – To ensure completion of landscaping projects	\$1,000 minimum, or as determined by Development Authority		T
Advertising and Notification - Single Family residential uses (in addition to applicable development fees)	\$50.00	Per Application	T
Advertising and Notification - Multi-Family residential uses (in addition to applicable development fees)	\$100.00	Per Application	T
Advertising and Notification - Commercial/Industrial/Institutional (in addition to applicable development fees)	\$150.00	Per Application	T
LICENSING			
Hawker/Peddler	\$50.00	Per Day	E
	\$75.00	Per Week	E
	\$100.00	Seasonal (May - October)	E
Dog Licensing: Spayed/Neutered (Unable to reproduce)	\$20.00	Per Year	E
Unaltered	\$30.00	Per Year	E
Lifetime Spayed/Neutered	\$120.00	Lifetime	E
Lifetime Unaltered	\$200.00	Lifetime	E
Urban Hen Keeping License	\$50.00	Per Year	E
CEMETERY			
Plot	\$500.00	Per Plot	T
Perpetual Care	\$100.00	one time fee upon purchase	T
Veteran/Social Service Plot (as per <i>Cemetery Act</i>)	Per plot at 50% off original cost		T

DESCRIPTION	2025 RATE	UNIT OF MEASURE	GST TAXABLE (T) EXEMPT (E) INCLUDED (I)
UTILITIES			
Garbage Collection Rates			
Residential Container (roll cart)	\$66.51	Per Residence	E
Commercial Garbage Bin	\$108.08	Per Business	E
Restaurants - Garbage Bin	\$193.56	Per Business	E
Replacement Fee for lost or stolen container (as per GFL)	\$100.00	Per Occurrence	E
Extra residential container delivery charge (as per GFL)	\$25.00	One Time Fee Per Extra Container	T
Extra residential container collection charge	as per GFL Rates	Monthly	T
Garbage Bins - Front Load			
2 yard	\$244.45	Per Bin	E
4 yard	\$387.92	Per Bin	E
6 yard	\$569.24	Per Bin	E
8 yard	\$758.60	Per Bin	E
Water Charges			
Metered Water (Bi-Monthly Minimum 1 M³)	\$4.10	Per Cubic Meter	E
Capital Investment	\$7.94	Bi-monthly Flat Rate	E
Water Access Fee (Most Residential Meters are ≤ 3/4)	\$25.00	≤ 3/4 " Meter	E
Water Access Fee	\$30.00	≥ 1.75" Meter	E
Water Access Fee	\$35.00	> 1.75" Meter	E
Water Meter Bench Test	\$150.00 deposit plus a \$25.00 removal fee of the existing meter		E
Construction Water			
Deposit - payable upon request	\$950.00	Per New Development	E
Breakdown as follows:			
Town Satisfaction	\$600.00	Refundable	E
Three (3) months construction water prior to meter being installed	\$250.00	First 3 months	E
Labour installation of meter and inspection of service installation	\$100.00	Per Unit	E
If not completed after 3 months the CAO has the authority to charge a monthly fee thereafter or request that a meter be installed immediately to ensure accurate usage.	\$75.00	Per Month	E
Sewer Charges			
Properties connected to both water and sewer system	\$1.30	Per Cubic Meter of Water Consumption	E
Sewer Access Fee	\$15.00	Bi-monthly Flat Rate	E
Properties that are only connected to the sewer system	\$39.00	Flat Rate	E
Utility Penalties			
Disconnection and/or Reconnection Fee	\$100.00	Per Each Occurrence	T
Disconnected Service Maintenance Fee	\$25.00	Bi-monthly Flat Rate	E
Any utility invoice amount outstanding after the date fixed for payment shall incur a penalty	2.50%	Per Month	E
Any utility service invoice amount outstanding after the date fixed for payment shall incur a penalty	2.50%	Per Month	E



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.3

COUNCIL MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

Transfer of Tax Recovery Costs to Tax Rolls

RECOMMENDATION

THAT Council authorize the costs to be transferred to the tax rolls as itemized in the attached Schedule "A".

BACKGROUND

Costs associated with tax recovery proceedings related parcels can be transferred to the tax rolls as stated within the Municipal Government Act (MGA). A list of roll numbers and the associated costs with tax recovery proceedings has been attached as Schedule "A". The costs are related to legal expenses, appraisals, and all tax recovery related expenses.

COMMUNICATIONS

N/A

IMPLICATIONS OF DECISION

With the costs transferred, it is possible that costs may be recovered.

FINANCIAL IMPLICATIONS

Reimbursement of costs to the Town.

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 553 (1)(f)

ATTACHMENTS

Schedule "A" - Transfer of Tax Recovery Costs to Tax Rolls

Report Prepared By: Betty Malica, Tax Clerk

Approved by CAO:



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

Schedule "A"			
Transfer of Tax Recovery Costs to Tax Rolls			
Roll Number		Total	
13500	Tax Recovery/Adm	110.00	
13900	Tax Recovery/Adm	110.00	
15500	Tax recovery/Adm	110.00	
16800	Tax recovery/Adm	110.00	
26500	Tax recovery/Adm	110.00	
33300	Tax recovery/Adm	110.00	
34000	Tax recovery/Adm	110.00	
59500	Tax recovery/Adm	110.00	
66900	Tax recovery/Adm	110.00	
78300	Tax recovery/Adm	110.00	
Total		\$1100.00	



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.4

COUNCIL MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

Lamont Rural Health Committee Terms of Reference

RECOMMENDATION

THAT Council approve the Lamont Rural Health Committee Terms of Reference

BACKGROUND

The Lamont Rural Health Committee, formerly called the Lamont Rural Health Professions Action Plan (RhPAP) has approved Terms of Reference for this Committee. As per By-Law 07/24, "Council Committees", Council is required to approve Terms of Reference for Committees

COMMUNICATIONS

The Lamont Rural Health Committee would be notified of Council's decision

IMPLICATIONS OF DECISION

By approving the Terms of Reference, the Lamont Rural Health Committee can continue to progress towards the goals set by the Committee

FINANCIAL IMPLICATIONS

N/A

POLICY AND/OR LEGISLATIVE REFERENCES

By-Law 07-24 Council Committee
MGA Section 145(3), 146,

ATTACHMENTS

Terms of Reference
Bylaw 07-24 Council Committee

Report Prepared By: Dave Taylor, Community Development Coordinator

Approved by CAO:

Lamont Rural Health Committee

TERMS OF REFERENCE

Purpose:

The purpose of the Lamont Rural Health Committee (“The Committee”) is to develop and support a sustainable system for health care provider attraction and retention that will ensure ongoing health-care services to the community.

Objectives:

1. To provide support for health care providers’ attraction and retention initiatives.
2. Enhance retention of healthcare providers by focusing on:
 - Activities that connect and engage health care providers and their families into our community.
 - Quality of Life
 - Integration into the community so they feel welcomed, appreciated and valued.
3. Facilitate community involvement in the attraction and retention process together with local health care providers and Lamont Healthcare Centre.
4. Building education & awareness into the healthcare landscape.

Outcomes:

- Health care providers want to come to the community to work.
- Health care providers and their families are engaged and connected to the community.
- Health care providers feel welcomed, appreciated and valued.
- Communicating our objectives and initiatives to the community.
- Education of partnership opportunities
- As a result of the Committee’s efforts, access to healthcare is more consistent in the community.

Membership:

1. The Committee shall not exceed 13 voting members and membership will be reviewed and updated at the first committee meeting of the calendar year, annually.
2. The Committee will be supported in various capacities or upon request by non-voting members from:
 - Town of Lamont administration
 - Rural Health Professions Action Plan (RhPAP)

Lamont Rural Health Committee

3. The committee may also invite guests and temporary members to join, those who have a particular expertise in the Health Professional realm, such as:
 - Local PCN representative
 - AHS Recruiters (Talent Acquisition, Medical Affairs, etc.)
 - Additional guests as invited by the committee.
4. The Committee will appoint from within its members, through consensus, the following positions:

Chair

- call and preside over all meetings
- be responsible (with assistance of the secretary) for agendas
- act as official representative of the Lamont Rural Health Committee in all internal and external contacts, except in those cases where the Chair designates an alternate
- other duties deemed to be critical to the Lamont Rural Health Committee and its members

Vice-Chair

- assist the Chair
- fulfill chair duties if the Chair is absent or unable to fulfill duties
- perform such other duties as the Chair or the committee may assign

Secretary

- be responsible for all official correspondence
- maintain complete files, books, and records on behalf of the committee
- be responsible for preparation and custody of the minutes of meetings
- assist the Chair in the preparation of agendas

Treasurer

- The Town of Lamont will track spending and provide budget updates as requested.

5. The Committee will establish working groups to focus on specific functions such as attraction activities, retention (appreciation) events, communication and marketing, site visits, skills events, etc. One Committee member shall chair such working sub-committees and may include additional members outside the committee. All working sub-committees should report back to the Committee regularly.

Lamont Rural Health Committee

Term:

The Committee will Review and establish the term of each member at the first meeting of the calendar year, annually.

Decision Making:

The Committee will function as a collaborative/consensus committee. This means that all parties will participate equally, and decision-making will aim to achieve complete agreement on the course of action to be followed. Voting will occur only as a last option.

Meetings:

- Meetings will be held as required for the Committee's effective functioning and at the chair's notice.
- Meetings will follow an open and transparent process.
- An agenda will be developed and distributed one week before each meeting.
- A simple majority of regular members of the Committee will constitute a quorum.
- The minutes of each Committee meeting will be circulated to members within two weeks of the meeting. They will not be made public until the Town of Lamont Council approves them at a subsequent meeting.

Communication:

The Chair shall be the contact for the Committee unless there is an alternate designate. The chair or designate will ensure that approved messages and actions of the Committee are communicated to residents through newspapers, municipal websites, or other forms of communication.

Terms of Reference:

The Committee shall review its Terms of Reference annually and recommend any amendments.

BEING A BYLAW OF THE TOWN OF LAMONT FOR THE PURPOSE OF ESTABLISHING COUNCIL COMMITTEES.

WHEREAS the *Municipal Government Act*, R.S.A. 2000 C.M.-26, and amendments thereto provides that a Council may establish by bylaw standing and special committees of Council and delegate powers and duties;

WHEREAS the Council of the Town of Lamont recognizes the value of committees to support and facilitate the achievement of Town of Lamont Strategic Plan;

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

BYLAW TITLE

1. This Bylaw is to be cited as the "Council Committee Bylaw".

DEFINITIONS

2. In this Bylaw, the following terms shall have the following meanings, unless the context specifically requires otherwise:
 - a. "Act" means the *Municipal Government Act*, R.S.A 2000, c. M-26, as amended;
 - b. "Agenda" is the order of items of business for a Meeting and the associated reports, bylaws or other document;
 - c. "Bylaw" is a Bylaw of the Town;
 - d. "Chair" means a person who has authority to preside over a Meeting;
 - e" means a Council Committee, board, commission or other body established by Council under the *Municipal Government Act*;
 - f. "Council" means the Mayor and Councillors of the Town of Lamont duly elected pursuant to the provisions of the *Local Authorities Election Act*;
 - g. "Meeting" means a Meeting of Committee;
 - h. "Member" means an individual appointed under this bylaw as a member of the Council Committee;
 - i. "Member at Large" means a member of the public appointed by Council to a Committee of Council;
 - j. "Minutes" are the record of proceedings of a Meeting recorded in English language without note or comment;



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- k. "Municipal Representative" is a Town Staff person who is functionally responsibly for the work and provides administrative and technical support to the committee chair and its membership;
- l. "Public Meeting" means a meeting of committee at which members of the public may attend, but which is not a public hearing; and
- m. "Quorum" is a majority of those members appointed and serving on Committee.

ESTABLISHMENT

3. Council hereby establishes the following committees:

- a. **Governance and Priorities Committee**
Serves as an advisory body to Council. Meetings serve as an opportunity for Council to be provided with information on governance and policy matters and as an opportunity for Council to seek clarification on matters relating to Council business.
- b. **Parks and Recreation Committee**
Recommending body to Council relating to planning and design of parks and recreation use areas within the municipality.
- c. **Emergency Management Committee**
Under the terms of the provincial Emergency Management Act, a municipality is responsible for the direction and control of its emergency response and is required to appoint an Emergency Management Committee. Bylaw No. 09-15, Town of Lamont's Municipal Emergency Management Bylaw establishes this committee as well as including provisions for the other requirements as noted in the Emergency Management Act.
- d. **Economic Development Board**
Serves as an advisory body to Council and Administration of policies and potential actions or advice related to strategic goals and objectives of public services in the municipality.
- e. **Town Wide Clean-up**
Recommending body to Council relating to planning and coordination of the annual Town Wide Clean-up.
- f. **Weed Control Act Appeal Committee**
To hear and make decisions on an appeal concerning a notice issued against any land and/or personal property for the destruction or control of the named weed.

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- g. Agricultural Pest Act Appeal Committee
To hear and make decisions on an appeal concerning a notice issued against the land, property, or livestock that contains or is likely to contain a pest or should be protected against a pest.
- h. Strategic Planning Committee
To serve as an advisory body to Council.
- i. Regional Health Professionals, Attraction and Retention Committee (RhPAP)
Assist in attracting health professionals and post secondary students to Lamont, support families of new and existing healthcare professionals through integration including local programs/events, and provide professional development opportunities that will provide residents with a pathway to become a healthcare professional.

AUTHORITY OF COMMITTEES

- 4. A Committee shall have the authority to form ad hoc committees and task forces from among its members, to assist in carrying out its objectives and responsibilities under this Bylaw.
- 5. Ad hoc committees and task forces established by a Committee shall report to the Committee in a manner determined by the Committee.
- 6. A Committee shall not have the power to pledge credit of the Town of Lamont, to pass bylaws or to enter into any contractual agreements.

MEMBERSHIP

- 7. Committees shall be comprised of a number of participants, both Councillors and Members at Large, as indicated in the Committee Terms of Reference and approved by resolution of Council.
- 8. All Members of a Committee shall be appointed by Council, unless otherwise provided in the Committees Terms of Reference, shall be a resident in the Town of Lamont.
- 9. Member at Large shall be appointed by Council to a Committee for a term specified in the Committee Terms of Reference that becomes effective January 1.
- 10. The Mayor shall be an ex-officio member of all committees and the Mayor, as such member of the committees, shall have all the powers and privileges of any member of the same, including the right to vote upon all questions to be dealt with by such committees.

**TOWN OF LAMONT
BYLAW 07/24**

11. It shall be the duty of the Municipal Representative to give notice of all meetings to all members of each committee, to attend, and ensure accurate minutes are kept.

12. The Municipal Representative shall not be a member of a Committee and may not vote on any matter.

TERM

13. Members at Large shall be appointed by Council for a two (2) year term, unless otherwise provided in the Committee Terms of Reference.

- a. In order to ensure the continuity of membership appointments will be filled on a rotational basis.

14. Members at Large shall be encouraged to serve no more than two (2) consecutive terms.

15. Councillors shall be appointed to Committees annually at the Organizational meeting.

16. Where a Committee position is left vacant for any reason, Council may appoint a replacement for the remainder of that term.

COMMITTEE MEETINGS

17. At the first meeting of the Committee following the Organizational meeting of Council the committee will:

- a. Appoint a Chair and Vice Chair; and
- b. Create or review Committee Terms of Reference.

18. Committee meetings must be held in public.

19. Council Committees may close all or part of the Committee Meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*, Chapter F-25 RSA 2000.

20. When a Meeting is closed to the public no recommendation may be passed, except a recommendation to revert to a Meeting held in public.

21. In accordance with the MGA, all Members are required to keep in confidence matters discussed in closed session until the item is discussed at a Meeting held in public.

**TOWN OF LAMONT
BYLAW 07/24**

GENERAL PROVISIONS

22. Each Committee hereby established is deemed to be a Committee of Council shall be responsible and accountable to Council.
23. This Bylaw shall govern meetings of Committees hereby established by Council and shall be binding upon all Committee members whether Councillors or Members-at-Large.
24. Each Committee is hereby authorized to prepare a "Terms of Reference" document for recommendation to Council. The Terms of Reference must be approved by Council and will include, at a minimum, the requirements for quorum and voting, number and composition of membership, roles of members, process for preparation and circulation of an agenda and minutes, and a role of an appointment of the Chair of the Committee. The Terms of Reference may also provide guidance to roles, methods and frequency of communication between Council and Committees.
25. All members of the Committee, regardless of how they voted on an issue, should accept and support it as a Committee recommendation.
26. Committee Members who have a reasonable belief that they have a pecuniary interest (as defined in the MGA) in any matter before a committee or any board, commission, committee or agency to which they are appointed as a representative of, shall, if present, declare and disclose the general nature of the pecuniary interest prior to any discussion of the matter, abstain from discussions and voting on any question relating to the matter. Members of Committee shall remove themselves from the meeting room until the matter is concluded. The minutes shall indicate the declaration of disclosure, the general nature of pecuniary interest, the time at which the member left the room and the time they returned.
27. Reports by all active committees may be made to Council on an annual basis.
- a. The reports of all committees shall be made to the Council prior to the same being given to the public. The powers of the Committees established by this Bylaw are restricted to providing recommendations to Council, unless the Committee's approved Terms of Reference, or legislation, specifically provides otherwise.
28. Nothing included in this Bylaw shall restrict or prevent Council from creating or constituting further or other committees not referenced in this Bylaw.

CHAIR

29. The Chair shall only hold office for one (1) year unless otherwise specified in the Committee Terms of Reference.

**TOWN OF LAMONT
BYLAW 07/24**

30. The Chair shall preside over all meetings for the Committee and decide on all points of order that arise.

31. In the absence of the Chair, one of the other Members shall be elected to preside and shall discharge the duties of the Chair during the Meeting, or until the arrival of the Chair.

EFFECTIVE DATE

32. That this Bylaw shall come into force and take effect upon the date of third reading.

MISCELLANEOUS

33. That Bylaw 02/22 and any amendments are hereby repealed.

34. This bylaw shall come into force when it has received third and final reading and has been signed.

READ A FIRST TIME THIS 28th DAY OF MAY, 2024.

READ A SECOND TIME THIS 28th DAY OF MAY, 2024

READ A THIRD TIME AND PASSED THIS 28th DAY OF MAY, 2024

[Redacted Signature]

Mayor

Chief Administrative Officer

May 28, 2024
Date signed

[Redacted Initials]



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.5

COUNCIL MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

Lamont Valentine's Cup Tournament - 50th Year Celebration

RECOMMENDATION

THAT Council determine the appropriate course of action.

BACKGROUND

The Valentine's Cup adult hockey tournament is an annual event in Lamont and will be celebrating its 50th anniversary in 2026. The 50th year tournament will take place at the Lamont Arena, Meeting Room, and Hall, from February 9-15, 2026. The organizers of this tournament donate profits back to community groups and towards arena improvement projects.

The organizing committee is asking for a donation of the facility and ice rental fees or equivalent monetary donation of \$7500.00.

COMMUNICATIONS

The 50th Year Valentine's Cup Committee would be notified of Council's decision

IMPLICATIONS OF DECISION

N/A

FINANCIAL IMPLICATIONS

Ice and Facility rental fees or monetary donation up to \$7500.00

POLICY AND/OR LEGISLATIVE REFERENCES

Town policy 11-10 -Donation Request from Clubs, Organizations and Others

2023 – 2027 Strategic Plan:

Goal: Support, recognize and celebrate our residents and community organizations.



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

ATTACHMENTS

Letter from 50th Year Valentine's Cup Committee

Report Prepared By: Dave Taylor, Community Development Coordinator

Approved by CAO:

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

March 20, 2025

To: Lamont Town Council

RE: Lamont Valentine's Cup 50th Anniversary Hockey Tournament

Dear Councilors

In 1974, a group of hockey players from Lamont initiated a hockey tournament to memorialize the loss of one of their teammates (Morris Letawsky), and named it the "Valentine's Cup", as it was held during the Valentine's Day week in February; as well, it symbolized the "heart" and love of the game that Morris displayed while playing. This tournament soon gathered popularity and notoriety as one of the key winter community events for Lamont and the surrounding area, showcasing sportsmanship, comradery, and good fun for players and spectators alike. The event brings local hockey players from within Lamont County and the surrounding area (including Fort Saskatchewan and Vegreville) to the Town of Lamont to participate in the tournament all week long. It is a long-standing tradition in the Town and the surrounding area, with generations of families both spectating and playing in the event over the years. The event has also been used as a fundraising initiative for both the Heart and Stroke Foundation and Lamont Minor Hockey, as well as contributing to facility improvements at the Lamont Arena.

The 50th running of the Valentine's Cup tournament will again take place during Valentine's Day week, February 9-15, 2026. We have assembled a committee to expand the events of the Tournament to celebrate the 50th year of this long-standing community tradition. This will include more teams in the tournament, an "Alumni" game that will include as many original and long-standing players that are willing to play, a dance and live music, beer gardens, a float in the 2025 parade and more. All funds raised from this game are designated to stay in the community. With this in mind, the V Cup Committee is proposing to commit these funds back into the Lamont Arena to maintain and upgrade the facility.

The V Cup Committee is asking the Town of Lamont to partner together in a collaborative way to make this event a success for the community and to help us achieve our goals of raising funds to maintain and upgrade the arena. As such, we are requesting a contribution from the Town in the amount of \$7,500.00, as either a monetary donation, or as an equivalent amount in facility and ice rental. As a primary sponsor, we would ensure that the Town would receive full recognition prior to, throughout, and following the event via the float in the summer sizzler, local media, and announcement and advertising at the Valentines Cup games and social areas.

Thank you for your time and consideration,

Chris Bork

50th Year Lamont Valentine's Cup Committee Representative





TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.6

COUNCIL MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

2025 Operating Budget

RECOMMENDATION

THAT Council approve the 2025 Operating Budget as presented with a 0% Mill Rate increase.

BACKGROUND

Municipal Government Act (MGA) requires that Council review and approve the Town's operating budget each year. Accordingly, Administration has prepared the 2024 operating budget for Council's review and approval.

COMMUNICATIONS

If the budget is approved, the budget information will be published on the website.

IMPLICATIONS OF DECISION

Factors considered during the preparation of proposed budget:

- 2024 budget as well as the past three (3) years' actual operating results.
- Property assessments for the year 2024 (used in calculation of 2025 property tax).
- Analysis on current tax burden in comparison with other municipalities, the Town's current financial position, and future developments.
- Inflation rate.
- Impacts of the Province's 2025/2026 Budget.
- Provincial Government Education tax requisition level.
- Other sources of revenue and requisitions & fees.
- Contribution level to recreation by other government bodies.
- Lamont County Senior Requisition.
- Library Requisition.
- Policing cost.

FINANCIAL IMPLICATIONS

Refer to the enclosed "2025 Operating Budget" for details.



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

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 242
MGA Section 243
MGA Section 283.1

ATTACHMENTS

2025 Operational Budget & 3-year Operational Financial Plan Presentation

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:

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

2025 Operational Budget & 3-Year Operational Financial Plan



2025-2028

QUOTE

"Good fortune is what happens when opportunity meets with planning."

Thomas Edison



VISION

The Town of Lamont is a growing, authentic, and ambitious rural community that is forward-thinking and inclusive.

Guiding Principles

- Flexibility & Adaptiveness
- Collaboration
- Transparency
- Respect
- Togetherness
- Growth

STRATEGIC PILLARS



**Community
Connection &
Vibrancy**



**Environmental
Leadership**



**Fiscal
Responsibility**



Infrastructure



**Organizational
Excellence**



Safety & Wellbeing



2025 OPERATIONAL PROJECTS



2025 Priority Operational Projects



Priority Project	Priority Project
3-Year Operating Plan Development	Community Policing Committee
2025 Election/ Council Training/ Council Covenant	Derelict Property Bylaw Investigation
Disc Golf Course Install	Christmas Decorations
Update Reserve Policy	Centenarian Trees
Sidewalk Condition Analysis	JUPA Agreement Resolution
Asset Management/ GIS Software Update	Communications Plan/ Policy Development
I-City Online Implementation	Council Devices
Lamont Business Brochure	Parks and Rec Committee
Lamont Development Plan	Promotional Items Purchase
47 Ave Dust Suppression	Community Planning Pickle Ball Court
Lot Servicing Plan/ Town Owned Property	Beautification Awards
Jabneel Property Resolution	Party in the Park
Remembrance Day Props	Town of Lamont Branding
Seniors Transportation	STARS Donation
	2025 Budget Impact
	\$40,900

2025 Projects Identified



Community Connection & Vibrancy

- Disk Golf Course Installation
- Trial Dog Park Development
- Lamont Business Brochure
- Lamont Development Plan
- Derelict Property By-Law
- Christmas Decorations
- Entrance sign design and cost
- Centenarian trees
- Communications Plan
- Parks & Rec Committee
- STARS Donation Increase
- Seniors Transportation
- Remembrance Day Props
- Promotional Items
- Pickle Ball Court Planning
- Beautification Awards
- Party in the Park
- Town of Lamont Branding

Safety & Wellbeing

- Sidewalk Condition Analysis
- Derelict Property By-Law
- STARS Donation Increase
- Community Policing Committee

Environmental Leadership

- I-City Online
- 47 Ave Dust Suppression
- Council Devices

Organizational Excellence

- 3-year operating plan
- GIS/ Asset Software Upgrade
- GIS Elections Data Upgrade
- I-City Online
- Election and Council Training/ CAO Council Covenant
- JUPA Agreement
- Communications Plan
- Parks & Rec Committee
- Council Devices
- Town of Lamont Branding

Fiscal Responsibility

- 3-year operating plan
- GIS/ Asset Software Upgrade
- I-City Online
- Lamont Business Brochure
- Lamont Development Plan
- Jabneel Property Resolution
- Update reserve policy

Infrastructure

- Disk Golf Course Installation
- Sidewalk Condition Analysis
- GIS/ Asset Software Upgrade
- 47 Ave Dust Suppression
- Lot Servicing Investigation
- Sidewalk condition analysis
- Lot Servicing plan
- Pickle Ball Court Planning
- Lamont Development Plan

3-YEAR OPERATIONAL PRIORITIES



2026	COST	2027	COST	2028	COST
Lagoon Dredging (If Required)	\$60,000	Intermunicipal Collaboration Framework	TBD	Security Camera Investigation	TBD
Police Service Agreement Increase	\$34,210	Ab Hub Funding	\$3,000	Alley Study/ Report	\$10,000
Alberta Hub Funding	\$2,000	Rec Cost Share Agreement	TBD		
Off Leash Dog Park	TBD	GFL Agreement Impacts	TBD		
Parade Float	\$3,000	NLLS (Library Increase)	TBD		
Entrance Signs/ Design & Cost	TBD				
Education Requisition Increase	\$50,000				

3-Year Operational Projects Identified

Community Connection & Vibrancy

- Alberta Hub Funding
- Off Leash Dog Park
- Parade Float
- Entrance Sign Design
- NLLS Library

Environmental Leadership

- Lagoon Dredging (grant may offset need)
- GFL Agreement

Fiscal Responsibility

- Police service Increase
- Cost Share Agreement
- GFL Agreement
- NLLS Library
- Education Requisition

Organizational Excellence

- Alberta Hub Funding
- Intermunicipal Collaboration Framework
- Cost Share Agreement

Infrastructure

- Lagoon Dredging (grant may offset need)
- Off Leash Dog Park
- Entrance Sign Design
- Alley Study/ Report

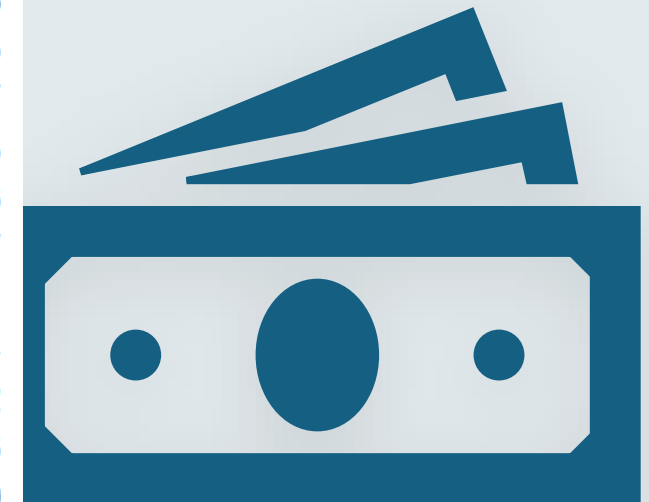
Safety & Wellbeing

- Police service Increase
- Security cameras plan/ bylaw

3-Year Expense Model



3yr Plan	Department	2025	2026	2027	2028
Expenses	Council	158,722	166,896	171,234	174,659
	Administration	847,661	864,614	881,907	899,545
	Fire Hall	47,720	48,675	49,648	50,641
	Emergency Services	3,610	3,682	3,756	3,831
	By-law	125,105	161,817	165,053	168,355
	Public Work	214,856	219,154	223,537	228,007
	Street and Road	558,434	569,602	580,994	592,614
	Storm Sewer	15,650	15,963	16,282	16,608
	Water	493,603	503,475	513,544	523,815
	Sewer	175,052	238,554	182,125	185,767
	Garbage	301,179	307,202	313,346	319,613
	Family Community & Cc	27,418	27,966	28,525	29,096
	Town Beautification	14,000	14,280	14,566	14,857
	Planning & subdivision	123,370	125,837	128,354	140,921
	Hall	103,509	105,579	107,691	109,844
	Arena	310,573	316,784	323,120	329,582
	Park	239,214	243,999	248,878	253,856
	Curling Rink	57,001	58,141	59,304	60,490
	Requisition	597,976	659,936	673,135	686,597
Expenses Total		4,414,653	4,652,156	4,684,999	4,788,699



3-Year Revenue Strategies

(strategies to increase revenue)

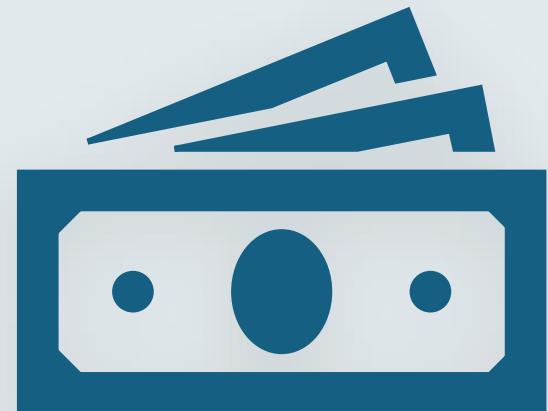
- **Cost Recovery model**
 - Monitor Utility Revenue
- **Grants Applied For:**
 - FCM \$900,000 (confirmed)
 - AMWWP \$405,389
 - Tree Canada \$10,000
- **Potential Grants**
 - Green Municipal Fund- Accessibility Grant- CFEP & CEP
- **Facilities**
 - Increase & Diversify Use & Fee increase
- **Sponsorships**
 - Festivals- Programs- Facilities- Projects- ETC.
- **Advertising**
 - Facilities- Parks- Road Signage Agreement- ETC
- **Partnerships**
 - Grants- Projects- Leverage Affiliations- ETC.



3-Year Revenue Model



3yr Plan	Department	2025	2026	2027	2028
Revenue	General	(3,277,025)	(3,342,565)	(3,409,417)	(3,477,605)
	Administration	(300,593)	(306,604)	(312,736)	(318,991)
	By-law	(5,000)	(5,100)	(5,202)	(5,306)
	Street and Road	(659,349)	(672,536)	(685,987)	(699,706)
	Storm Sewer	-	-	-	-
	Water	(653,980)	(667,060)	(680,401)	(694,009)
	Sewer	(164,000)	(167,280)	(170,626)	(174,038)
	Garbage	(369,000)	(376,380)	(383,908)	(391,586)
	Cemetery	(1,100)	(1,122)	(1,144)	(1,167)
	Planning & subdivision	(2,000)	(2,040)	(2,081)	(2,122)
	Hall	(13,300)	(13,566)	(13,837)	(14,114)
	Arena	(242,345)	(247,192)	(252,136)	(257,178)
	Park	(8,500)	(8,670)	(8,843)	(9,020)
	Curling Rink	(600)	(612)	(624)	(637)
Revenue Total		(5,696,791)	(5,810,727)	(5,926,942)	(6,045,481)



2025 Operational Budget Introduction

Table of Contents

1. Historical Information
2. Revenue & Expense
3. Reserve & Projects
4. Mill Rate & Assessment



1. 2024 Revenue Update

Revenues	2024 Budget	2024 Actual
Net municipal taxes	2,114,815	2,107,887
Sales and user charges	1,122,444	1,175,573
Franchise and concession contracts	296,886	298,933
Government transfers for operating	296,299	325,626
Interest	155,799	268,320
Rentals	109,406	133,942
Penalties and costs on taxes	59,200	61,901
Other	58,100	36,671
Fines, licences and permits	10,560	17,625
Grants	464,491	616,091
Gain on disposal of assets	1,199	-
Total Revenues	4,689,199	5,042,569

Revenue Surplus	\$ 353,370
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1. 2024 Expense Update

Expenses	2024 Budget	2024 Actual
Recreation and cultural services	830,861	801,801
General administration	801,487	779,584
Water supply and distribution	796,946	763,439
Roads, streets, walks and lighting	741,558	761,353
Common services	470,399	439,063
Waste management	299,266	290,150
Waste water treatment and disposal	285,314	284,835
Council	151,241	136,301
Bylaws enforcement and police	126,230	115,785
Fire protection and safety services	66,900	63,647
Family and community support	21,782	21,782
Subdivision land and development	64,480	40,625
Community services	19,500	16,313
Cemetery	5,400	4,500
Total Expenses	4,681,364	4,519,178

Expenses Surplus	\$ 162,186	-
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2024 Operation Surplus	\$ 515,556
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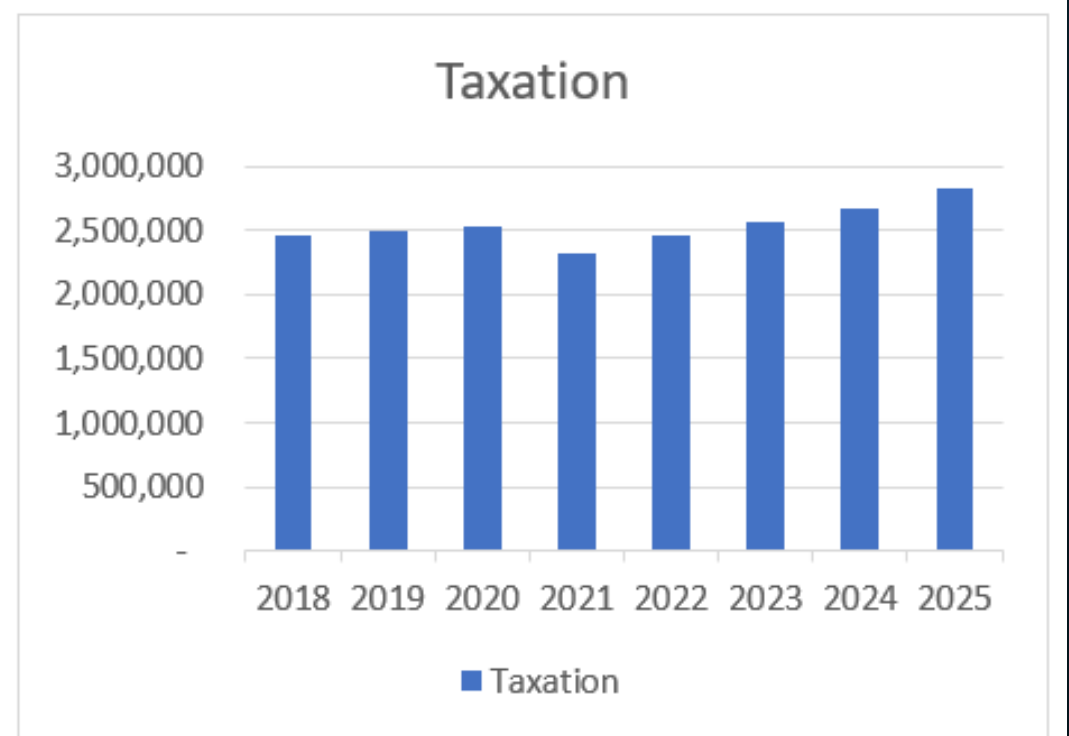


1. Historical Operating Budget

Operating Budget (without amortization)			
Year	Budget Amount	\$ Change	% Change
2018	4,035,540	58,186	1.5%
2019	3,961,260	(74,280)	-1.8%
2020	4,295,122	333,862	8.4%
2021	4,186,523	(108,599)	-2.5%
2022	4,365,244	178,721	4.3%
2023	4,322,997	(42,247)	-1.0%
2024	4,160,516	(162,481)	-3.8%
2025	4,414,653	254,137	6.1%
Average	4,217,732		

1. Historical Taxation Revenue

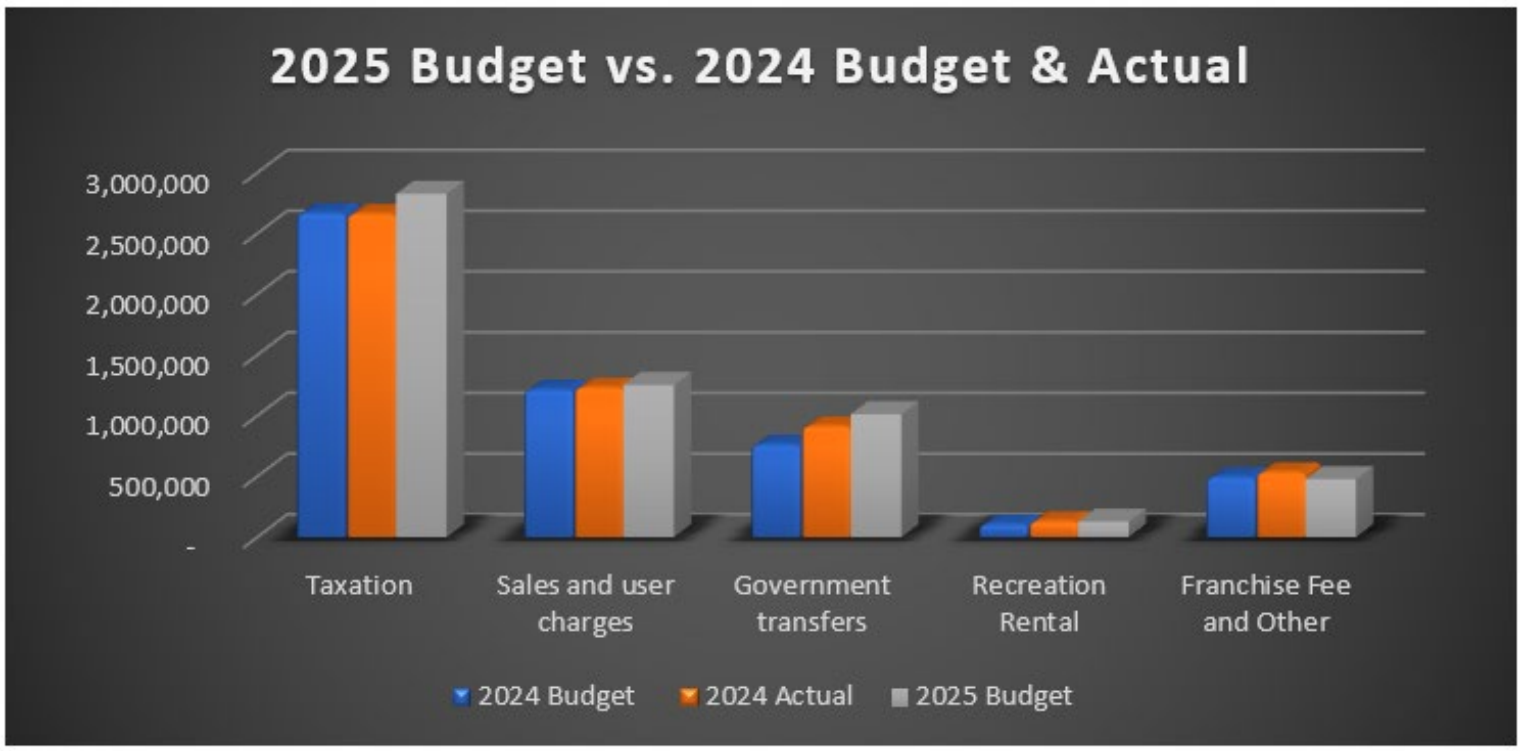
Year	Taxation	\$ Change	% Change
2018	2,464,087	25,761	1.1%
2019	2,497,779	33,692	1.4%
2020	2,523,509	25,730	1.0%
2021	2,325,561	(197,947)	-7.8%
2022	2,461,616	136,055	5.9%
2023	2,560,202	98,586	4.0%
2024	2,666,996	106,794	4.2%
2025	2,823,801	156,805	5.9%
<i>Average</i>	<i>2,540,444</i>		



2. Revenue Sources

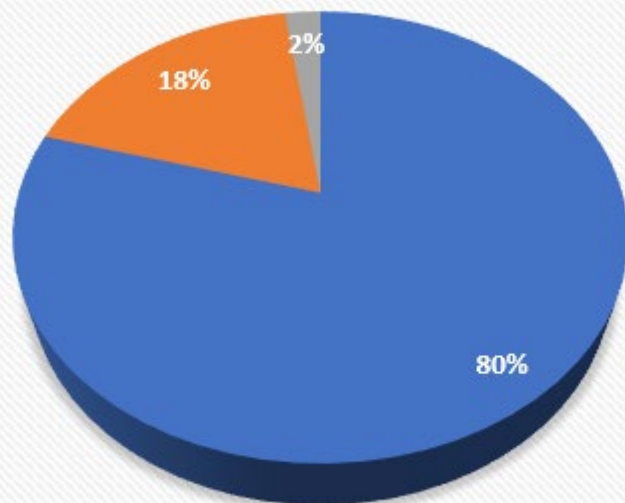
Revenues	2024 Budget	2024 Actual	2025 Budget	\$ Change	% Change
Taxation	2,666,996	2,660,069	2,823,801	156,805	5.88%
Sales and user charges	1,214,079	1,230,443	1,253,480	39,402	3.25%
Government transfers	760,790	912,391	1,012,524	251,734	33.09%
Recreation Rental	105,906	129,998	128,400	22,495	21.24%
Franchise Fee and Other	493,608	533,358	478,586	(15,022)	-3.04%
Total	5,241,379	5,466,260	5,696,791	455,413	8.3%

2. Revenue Sources



2. Taxation Revenue

2025 Budget Component



■ Residential and Farm Land ■ Commercial ■ Equipment and Machinery

Taxation	2024 Budget	2025 Budget	\$ Change	% Change
Residential and Farm Land	2,117,459	2,263,544	146,085	6.90%
Commercial	489,478	497,058	7,580	1.55%
Equipment and Machinery	60,059	63,199	3,140	5.23%
Total	2,666,996	2,823,801	156,805	5.88%

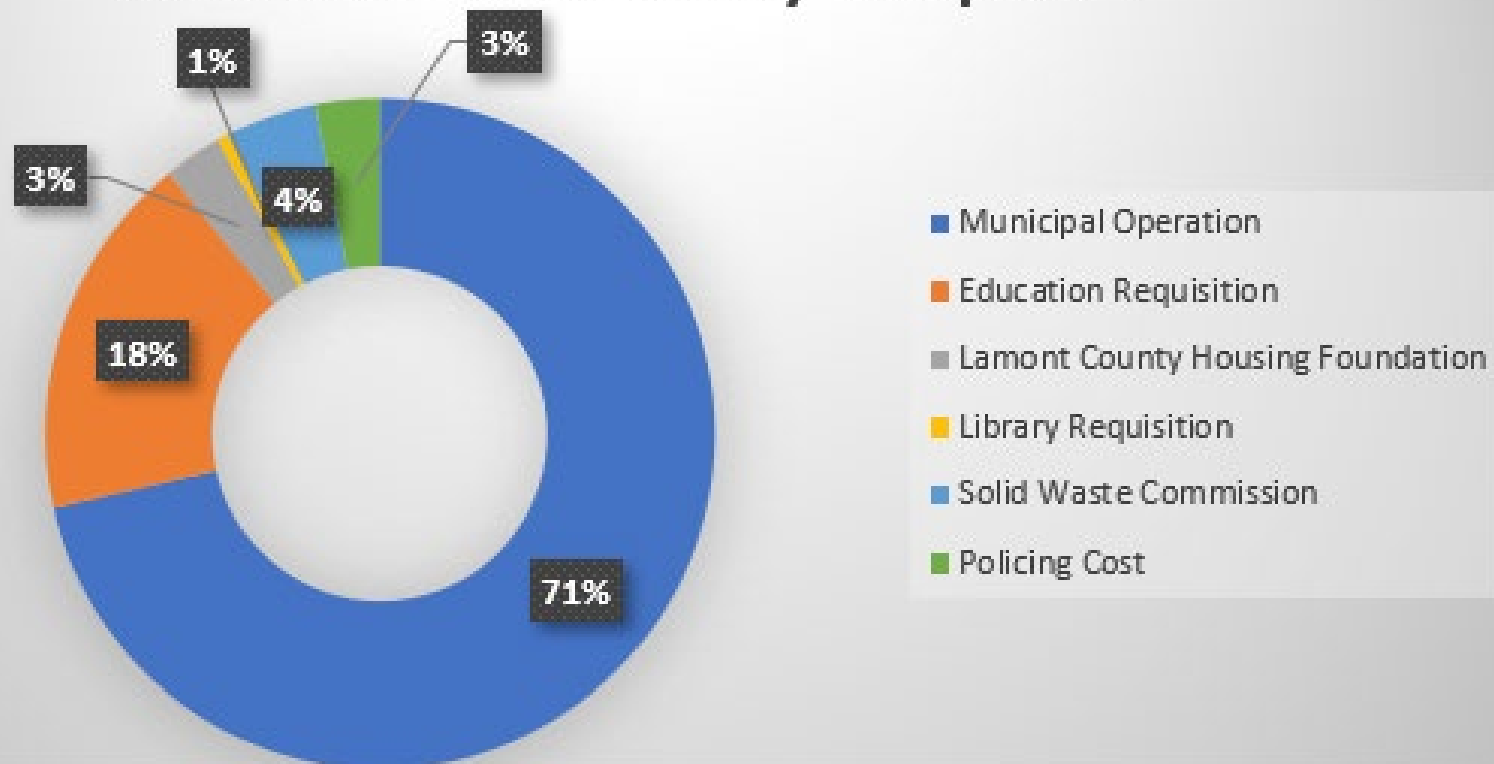


2. Taxation vs Requisition

Taxation vs Requisition (Fees)	2025 Budget	2024 Budget	% Increase
Municipal Operation	2,015,914	1,892,596	6.5%
Education Requisition	502,095	453,173	10.8%
Lamont County Housing Foundation	79,207	99,009	-20.0%
Library Requisition	15,955	15,719	1.5%
Solid Waste Commission	122,910	120,500	2.0%
Policing Cost	87,720	86,000	2.0%
Total	2,823,801	2,666,996	5.9%

2. Taxation vs Requisition

Where Will The Money Be Spent ?



2. Summary of Revenue



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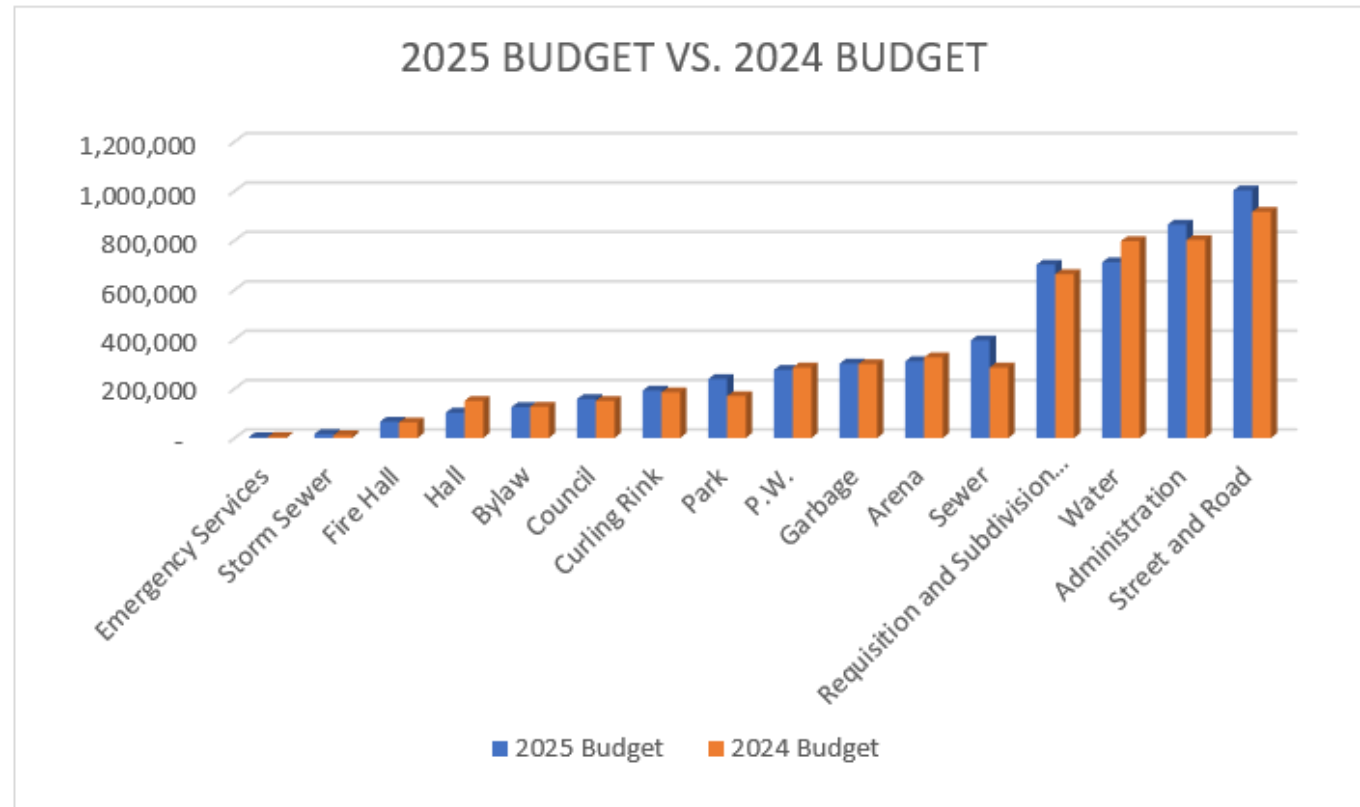
Description	2024 Budget	2024 Actual	2025 Budget	\$Increase/(Decrease)	%Increase/(Decrease)	Note
REVENUE						
General Revenue	(3,144,003)	(3,169,345)	(3,277,025)	(133,022)	4%	
Administration	(289,534)	(291,961)	(300,593)	(11,059)	4%	
By Law	(6,500)	(5,065)	(5,000)	1,500	-23%	
Strs. & Road	(447,065)	(598,441)	(659,349)	(212,284)	47%	
Storm Sewer	0	0	0	0	0%	
Water	(628,200)	(629,947)	(653,980)	(25,780)	4%	
Sewer	(179,884)	(183,912)	(164,000)	15,884	-9%	
Garbage	(360,020)	(369,230)	(369,000)	(8,980)	2%	
Cemetery	(1,600)	(600)	(1,100)	500	-31%	
Planning & Subdivision	(2,000)	(2,081)	(2,000)	0	0%	
Hall	(13,000)	(13,265)	(13,300)	(300)	2%	
Arena	(161,969)	(184,996)	(242,345)	(80,376)	50%	
Park	(7,106)	(16,758)	(8,500)	(1,394)	20%	
Curling Rink	(500)	(650)	(600)	(100)	20%	
TOTAL REVENUE	(5,241,381)	(5,466,250)	(5,696,791)	(455,410)	9%	

Expense by Department



Expenses by Departments	2025 Budget	2024 Budget	Change %	Change \$
Emergency Services	3,610	4,110	-12%	(500)
Storm Sewer	16,336	11,186	46%	5,150
Fire Hall	66,320	62,790	6%	3,530
Hall	103,509	150,142	-31%	(46,633)
Bylaw	125,105	126,230	-1%	(1,125)
Council	158,722	150,241	6%	8,481
Curling Rink	192,241	184,698	4%	7,543
Park	239,214	169,799	41%	69,415
P.W.	275,758	285,309	-3%	(9,551)
Garbage	301,179	299,266	1%	1,913
Arena	310,573	326,221	-5%	(15,648)
Sewer	395,233	285,314	39%	109,919
Water	708,514	796,946	-11%	(88,433)
Requisition and Subdivision Planning	746,090	663,344	12%	82,746
Administration	874,644	801,488	9%	73,156
Street and Road	1,004,725	915,461	10%	89,263
Grand Total	5,521,773	5,232,546	5.5%	289,226

Expense by Department



2. Summary of Amortization



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Description	2024 Budget	2024 Actual	2025 Budget	\$Increase/(Decrease)	%Increase/(Decrease)	Note
<u>Amortization Expense</u>						
Administration Amortization	25,000	26,982	26,982	1,982	8%	
Fire Amortization	18,600	18,600	18,600	0	0%	
Public Works Amortization	62,000	60,902	60,902	-1,098	-2%	
Road Amortization	425,000	446,292	446,291	21,291	5%	
Storm Sewer Amortization	686	686	686	0	0%	
Water Amortization	205,552	213,345	213,345	7,793	4%	
Water ARO	1,566	1,566	1,566	0	0%	
Sewer Amortization	215,060	220,181	220,181	5,121	2%	
Recreation ARO	922	923	922	0	0%	
Recreation Amortization	117,644	117,644	117,644	0	0%	
Total Amortization Expense	1,072,030	1,107,121	1,107,119	35,089	3%	

Surplus/ Deficit by Department

	General (Requisitions) Admin & Council	Fire	Policing & Bylaw	P.W. & Road	Utilities	Parks & Recreation	Total
Revenue	3,577,617	0	8,100	659,349	1,186,980	264,745	5,696,791
Expenses	1,604,359	47,720	293,502	773,290	985,484	710,297	4,414,653
Net before Amortization	1,973,258	(47,720)	(285,402)	(113,941)	201,496	(445,552)	1,282,138
Amortization	26,982	18,600		507,193	435,778	118,566	1,107,119
Capital Investment							175,019
Surplus/(Deficit)	1,946,275	(66,320)	(285,402)	(621,134)	(234,282)	(564,118)	(0)

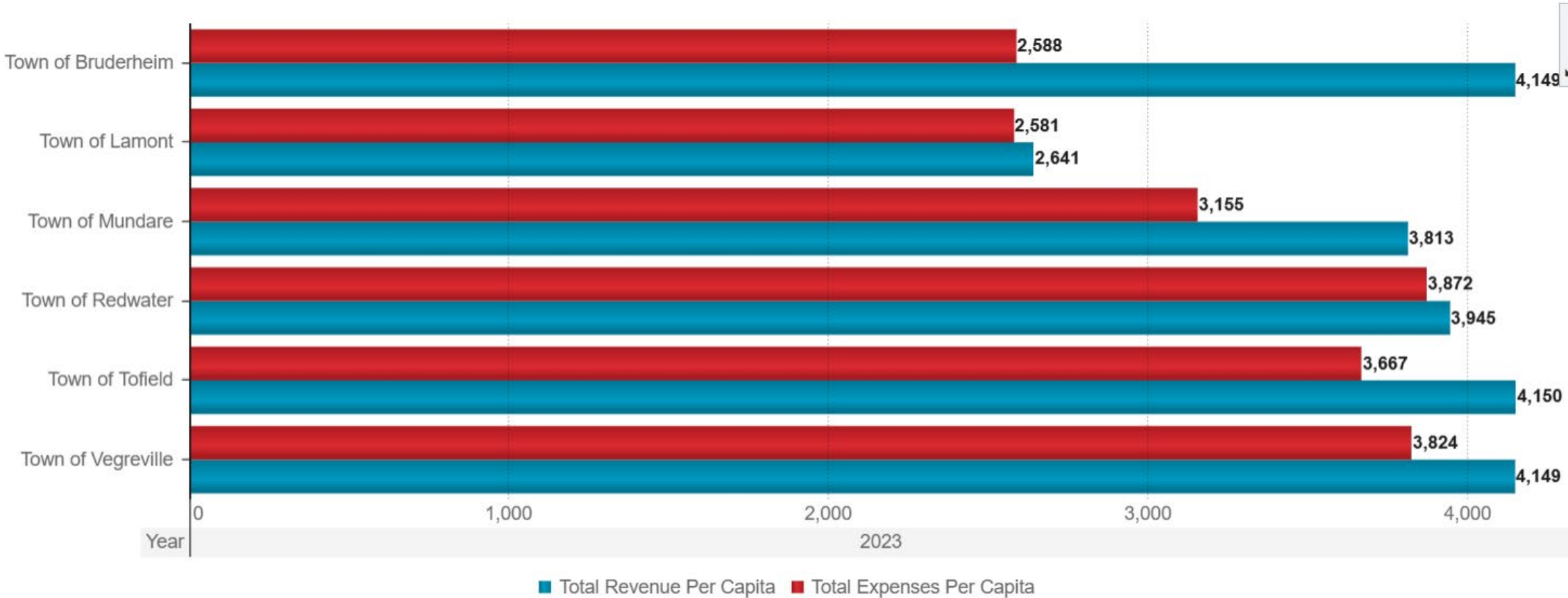
Proposed Salaries 2025



2025 Proposed Salary	\$1,079,265	\$ Increase	% Increase
COLA 3% + Merit 0% (Jan 1)	\$1,111,643	\$32,378	3.00%
COLA 3% + Merit 0% (Jun 1)	\$1,098,152	\$18,887	1.75%
COLA 3% + Merit 1% (Jun 1)	\$1,104,448	\$25,183	2.33%
COLA 3% + Merit 2% (Jun 1)	\$1,133,228	\$53,963	5.00%

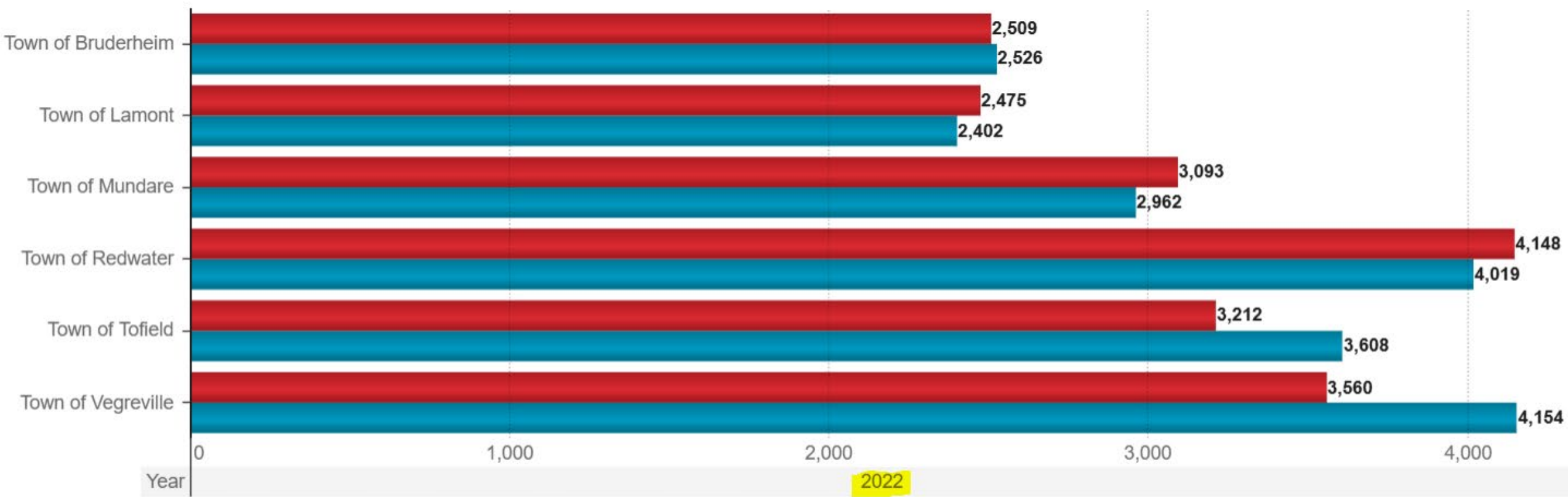
2. Revenue & Expense Per-Capita Comparison

(Based on available data)



2. Revenue & Expense Per-Capita Comparison

(Based on available data)



2. Debenture Update



DEBENTURES

alamy

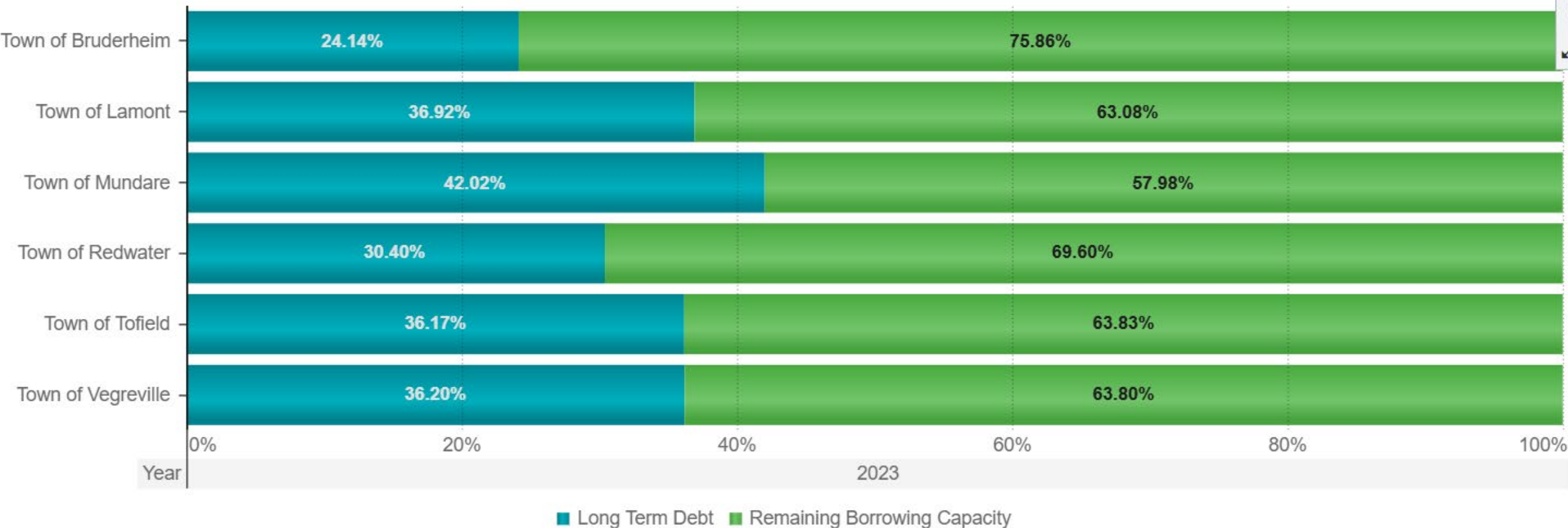
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www.alamy.com

Debentures

<u>Maturity Dates</u>	<u>Payment Amounts</u>	<u>Principal</u>	<u>Interest</u>	<u>Projects</u>
	48,595	42,640	5,955	Water and Sewer Cross Hwy15
December 16, 2028	48,595	43,342	5,252	Water and Sewer Cross Hwy15
	23,956	14,894	9,062	P.W. Shop
March 16, 2034	23,956	15,271	8,685	P.W. Shop
	54,298	28,981	25,317	2022 Capital Projects
March 15, 2042	54,298	29,506	24,792	2022 Capital Projects
	253,698	174,634	79,063	

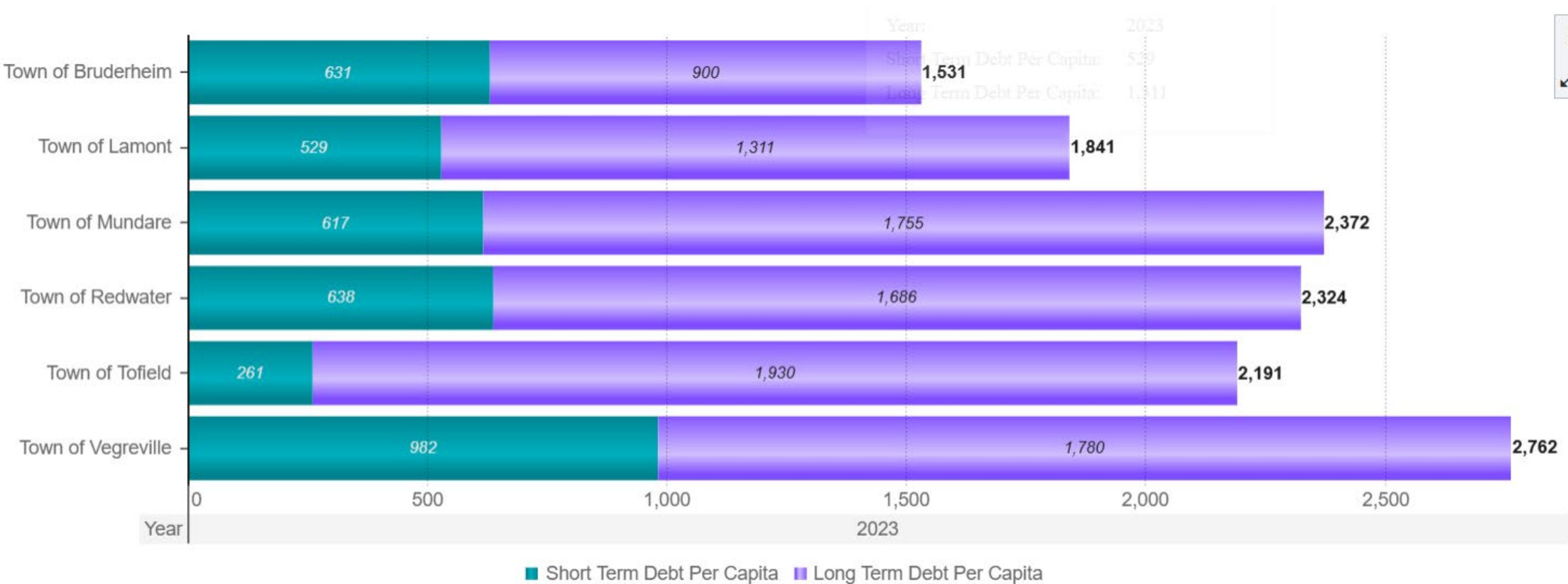
2. Debt Limit Ratio- Comparison

(Based on available data)



2. Debt Per Capita Comparison

(Based on available data)



3. Reserves



<u>GL Account Number</u>	<u>GL Account Code Name</u>	<u>Balance</u>	<u>Contribution from 2024 Surplus</u>	<u>Revised Balance</u>
<u>Operational Reserve</u>				
1-4-0000-710	General	\$322,129	\$127,871	\$450,000
Total of Operational Reserve		\$322,129	\$127,871	\$450,000
<u>Capital Reserve</u>				
Total of Capital Rese Total		\$2,612,270	\$134,370	\$2,746,640
Grant Total		\$2,934,399	\$262,241	\$3,196,640

2. Grants Confirmed



Grant	2023	2024	2025
MSI Capital	206,782		
CCBF	111,055	151,600	151,600
MSI Operation	220,630	220,630	220,630
LGFF		444,866	505,749
			\$ 657,349
Total	538,467	817,096	877,979

3. Capital Funding



<u>Cash Flow Budget:</u>	<u>Amounts</u>
Net of Operation Budget	\$ 175,019
Add: Non-Monetary Item (amortization)	1,107,119
Less: included Capital Grants	(657,349)
Funds Surplus from 2025 Operation	\$ 624,789
Less: Debenture Principal	(174,634)
2025 Funds contribution from Operation to Capital	\$ 450,155

<u>Total Funds for 2025 Capital without Reserve Transfers</u>	
Capital Grants	657,349
2025 Funds contribution from Operation to Capital	450,155
Adding:	
2024 Surplus	253,315
2024 Carried Capital Funding	169,181
Total Funds for 2025 Capital without Reserve	\$ 1,530,000

Amount contribute to reserve from 2024 Surplus	\$ 262,241
-------------------------------------------------------	-------------------

3. 2025 Capital Priorities

Priority 1. Approved \$80,000

- Curling Rink HVAC Replacement

Priority 2. \$1,450,000

- Campbell Stage 3 (46 Street)
- Watermain/ water & sewer service replacement
- Full Road Reconstruction

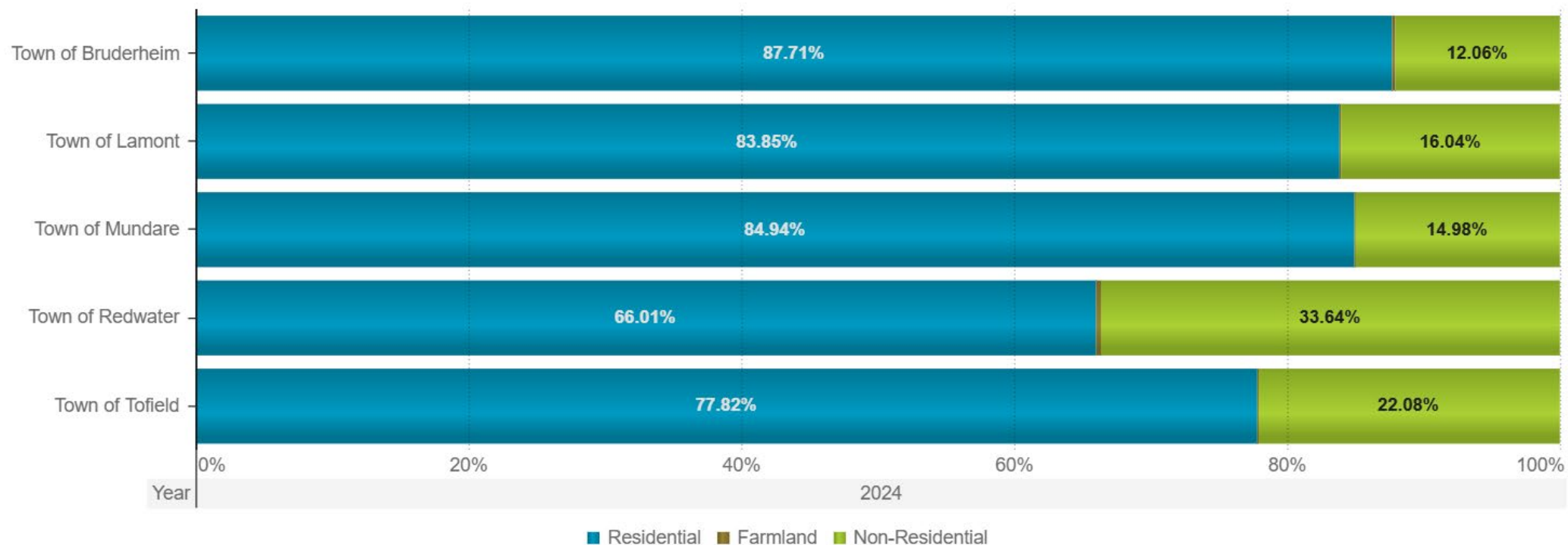
Priority 3. \$360,000

- Arena Roof Repair



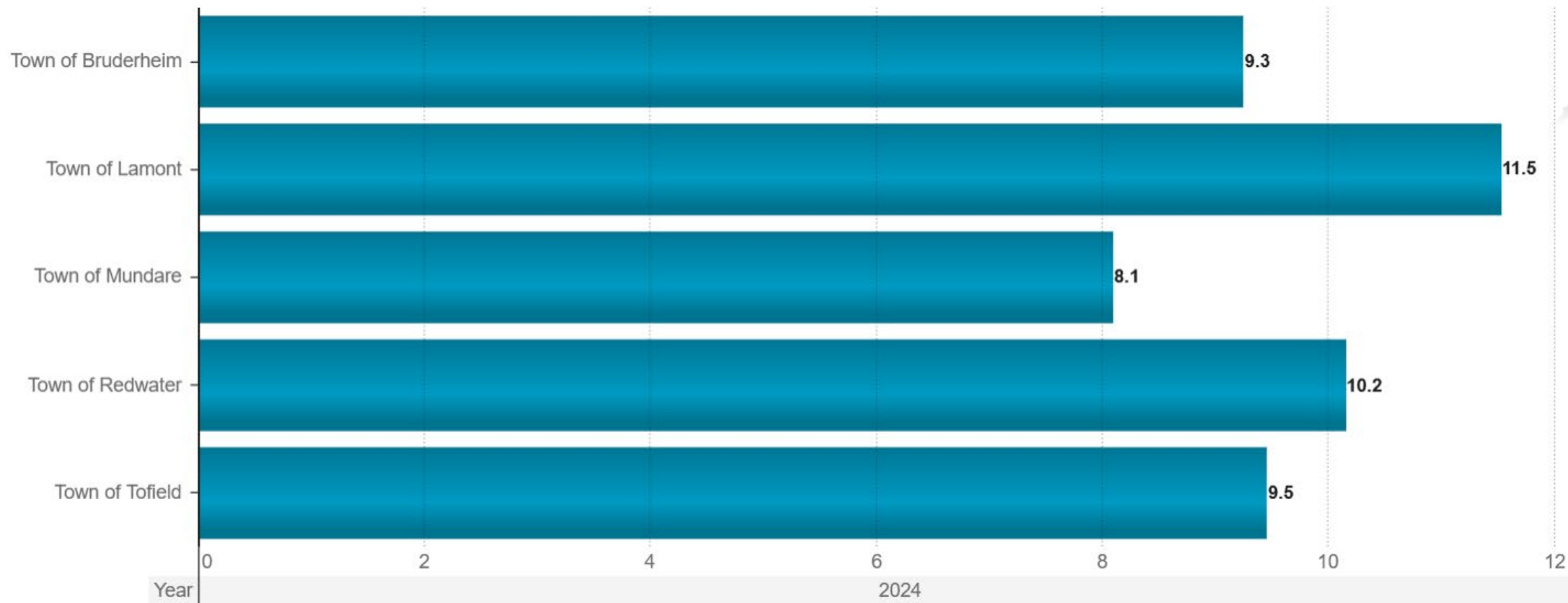
4. Mill Rates





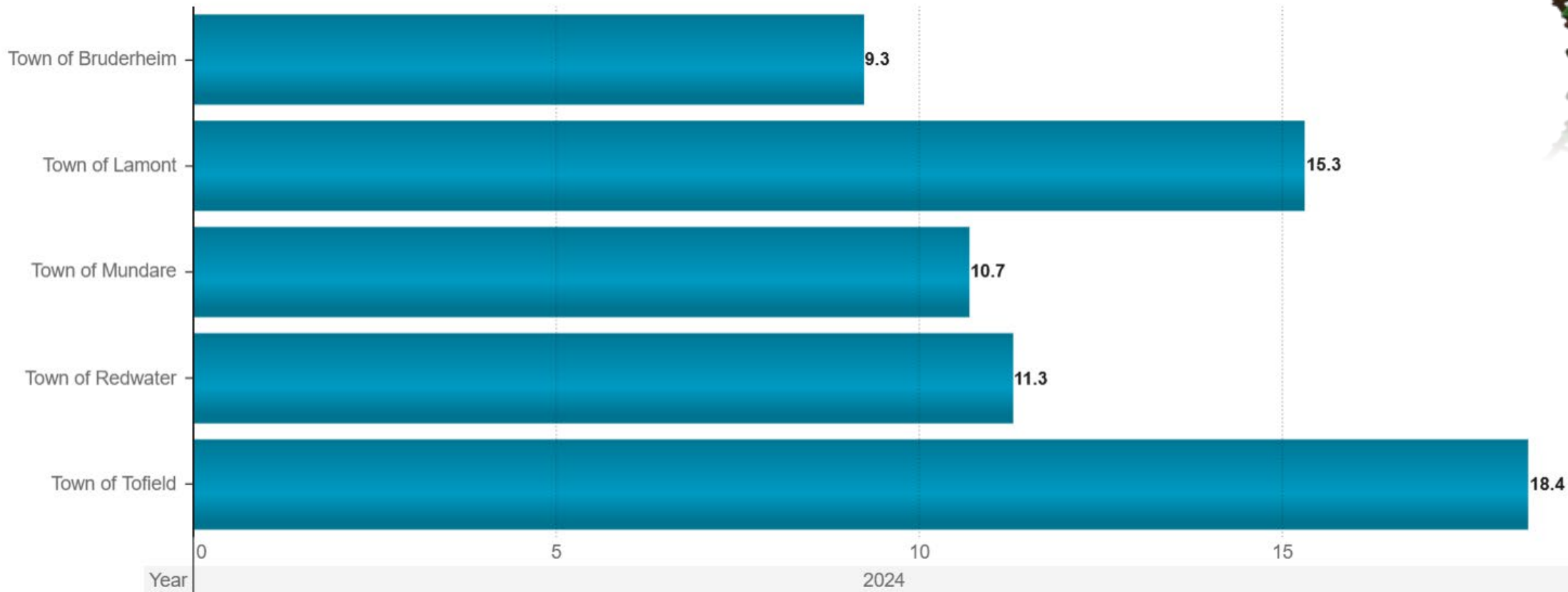
4. Mill Rate Comparison 2024

(Based on available data)



4. Mill Rate Comparison 2024- Residential Tax Rate

(Based on available data)



4. Mill Rate Comparison 2024- Non-Residential Tax Rate

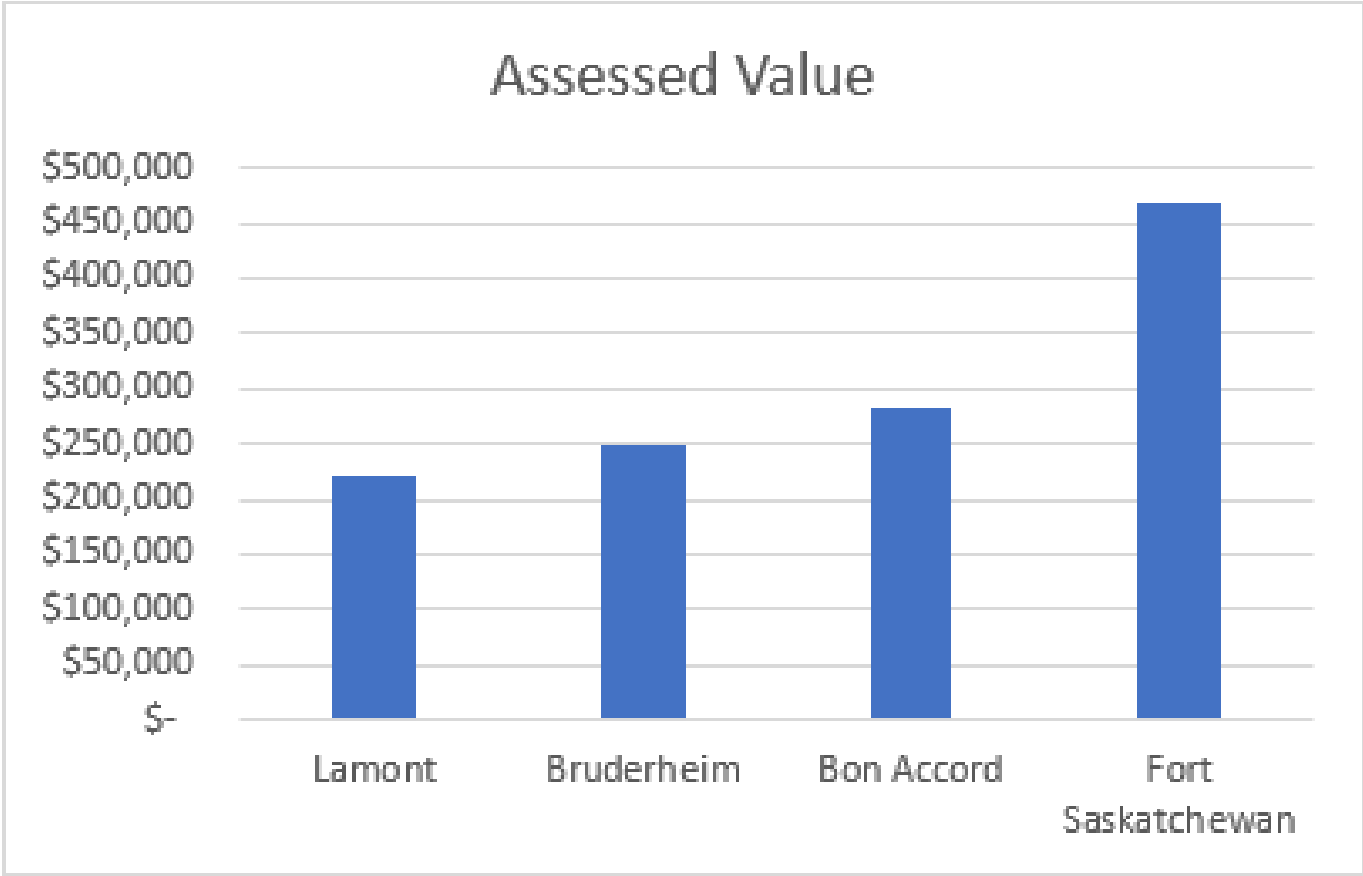
(Based on available data)



4. 2025- Residential Assessment Comparison

(Based on available data)

<u>Residential</u> <u>Mill Rates</u>	<u>2024 Average</u> <u>Assessment</u>	<u>2025 Average</u> <u>Assessment</u>	<u>Increase</u>	<u>% Increase</u>
Lamont	205100	220,570	15,470	8%
Bruderheim	245700	249,500	3,800	2%
Bon Accord	272800	282,500	9,700	4%
Fort Saskatchewan	444000	469,300	25,300	6%

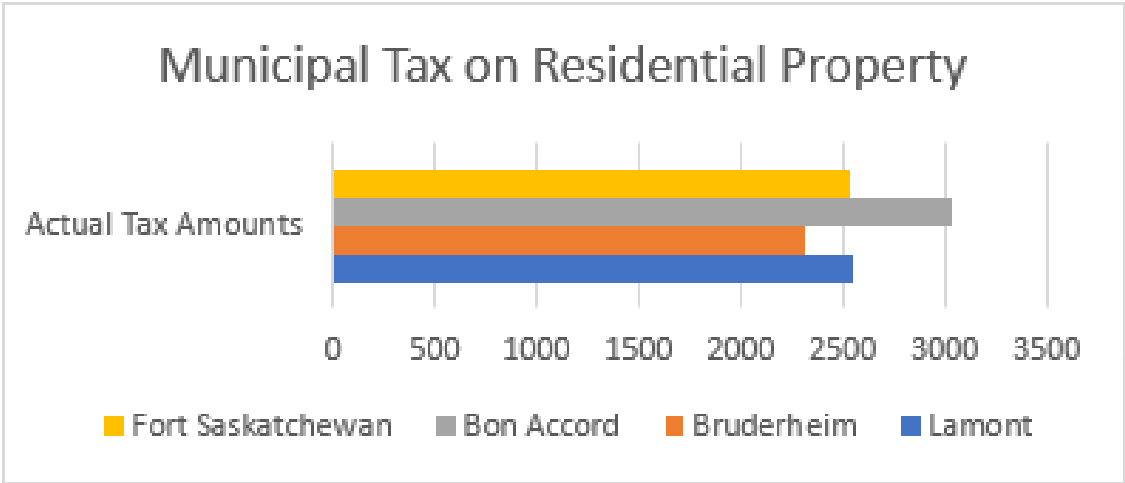


4. Municipal Tax Comparison

(Based on available data)



<u>Residential</u> <u>Mill Rates</u>	<u>2024</u>	<u>Average</u> <u>Assessment</u>	<u>Actual Tax</u> <u>Amounts</u>
Lamont	11.53687	220,570	\$ 2,545
Bruderheim	9.25	249,500	\$ 2,308
Bon Accord	10.75583	282,500	\$ 3,039
Fort Saskatchewan	5.412154	469,300	\$ 2,540





4. 2025 Assessment Summary

Description	Records	2025	2024	\$ _Increase	% _Increase
Taxable Total	880	180,177,880	169,278,740	10,899,140	6.4%
Grant in Lieu	1	252,500	252,500	-	-
Total	881	180,430,380	169,531,240	10,899,140	

- ❖ The Minimum tax levy was started in 2010 at \$750.
- ❖ Reduced to \$500 in 2011 until 2022.
- ❖ Increased back to \$700 in 2023.
- ❖ Increased back to \$750 in 2024.

4. Minimum Tax Levy



4. Mill Rate Analysis

Mill Rate Options	Estimated Tax	\$ Increase	% Increase
-1.0%	\$2,802,159	\$135,163	5.07%
-0.5%	\$2,812,980	\$145,984	5.47%
0.0%	\$2,823,801	\$156,805	5.88%
0.5%	\$2,834,625	\$167,629	6.29%
1.0%	\$2,845,451	\$178,455	6.69%

2024 Tax \$ 2,666,996

2025 YEAR OVER YEAR INFLATION 2.6%



4. Tax Change on Municipal Tax Portion

Mill Rate Options	2025 \$214,425	2024 \$201,527	Annual Increase	Monthly Increase	% Increase
-1.0%	\$2,449	\$2,325	\$124.00	\$10.33	5.34%
-0.5%	\$2,461	\$2,325	\$136.00	\$11.33	5.87%
0.0%	\$2,474	\$2,325	\$149.00	\$12.41	6.40%
0.5%	\$2,486	\$2,325	\$161.00	\$13.42	6.93%
1.0%	\$2,499	\$2,325	\$174.00	\$14.50	7.46%

2025 YEAR OVER YEAR INFLATION 2.6%

Example: a residential property with an assessed value of \$201,527 in 2024, would increase 6.4% to \$214,424 in 2025



Questions

Tyler Edworthy CAO
Robert Mu Finance Officer



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.7

COUNCIL MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

2025 3-Year Financial Plan

RECOMMENDATION

THAT Council approve the 3-Year Financial Plan as presented.

BACKGROUND

The Three-Year Financial Plan is prepared and presented to Council in accordance with *Municipal Government Act (MGA)*.

- **Legislative Requirements:**

Section 283.1 of the MGA states *“Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years”*.

- **Benefits:**

The intent is to develop a plan, not a multi-year budget. Inflation, growth, and service changes have been forecasted in this plan. The primary benefit of this plan is to identify future financial challenges and opportunities allowing Administration and Council to plan and develop a roadmap to minimize /eliminate challenges and take full advantage of opportunities.

COMMUNICATIONS

The budget information will be published on the website.

IMPLICATIONS OF DECISION

Factors considered during preparation of the proposed budget:

- 2025 budget and the actual operating results of the past three (3) years.
- Inflation rates.
- Impacts on the Province’s 2025/2026 Budget.
- Funding level from the Provincial Government Education tax requisition level
- Other sources of revenue and requisitions & fees.
- Policing cost.



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

FINANCIAL IMPLICATIONS

For details, please refer to enclosed 3yr financial plan

POLICY AND/OR LEGISLATIVE REFERENCES

MGA Section 242
MGA Section 243
MGA Section 283.1

ATTACHMENTS

2025 Operational Budget & 3-year Operational Financial Plan Presentation

Report Prepared By: Robert Mu, Finance Officer

Approved by CAO:



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

AGENDA ITEM: 4.8

MEETING DATE:
April 8, 2025

ITEM DESCRIPTION OR TITLE

2025 Capital Works Program

RECOMMENDATION

THAT Council approve the Select Engineering recommendation to award the 2025 Capital Works Program to Nikiforuk Construction Ltd.

BACKGROUND

On November 26, 2024, Council approved the 2025 Capital Budget 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 project budget identified for this project is \$1,450.00.

On January 28, 2025, Council approved the funding to complete the detailed design and tender documents that were posted and closed March 20, 2025, with 6 proponents responding to the tender. Based on the scoring matrix, construction timeline, and past work history, Nikiforuk Construction Ltd. was the highest scoring contractor.

Administration is requesting that Council approve the recommendation by Select Engineering and award the 2025 Capital Works Program to Nikiforuk Construction Ltd.

COMMUNICATIONS

- Keep the community and residents located in the construction areas informed on the construction impacts and milestones.
- Provide regular updates to Council.
- Door knockers will be delivered before construction starts.
- Social media and website posts.

IMPLICATIONS OF DECISION

Improve the Town of Lamont infrastructure while remaining fiscally responsible.

FINANCIAL IMPLICATIONS

\$1,450,000 approved 2025 capital budget.



TOWN OF LAMONT COUNCIL AGENDA REQUEST FOR DECISION

POLICY AND/OR LEGISLATIVE REFERENCES

Strategic Plan 2023- 2027- Fiscal Management- Goal- Demonstrate leadership in fiscal management and prioritization.

Strategic Plan 2023-2027- Infrastructure- Goal- Continue to follow best practices in asset management.

ATTACHMENTS

Select Engineering Consultants Ltd. Letter of Recommendation

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.

April 1, 2025

File No.: 13-25054-4.3

Tyler Edworthy
Chief Administrative Officer, CAO
Town of Lamont
Box 330, 5307 – 50 Avenue
Lamont, AB T0B 2R0

Dear Tyler,

**Re: 2025 46 Street Watermain and Surface Work
BID SUMMARY LETTER**

As requested, Select Engineering Consultants Ltd. received and opened bids for the above-mentioned project on March 20th, 2025, at 2:00 PM. A total of six (6) general contractors submitted bid packages for our review. These packages included bid price details, information on the general contractor's previous experience, the subcontractors' experience, as well as the necessary bid bonds and consent of surety forms

The evaluation process for these bids, outlined in each bid form, assesses and ranks each submission on a scale of 100 points. Points are awarded based on the following criteria:

Tender Bid Price	65 Points
General Contractor and Subcontractor Experience	20 Points
<u>Proposed Schedule, Specific Work Plan, Value Add Initiatives</u>	<u>15 Points</u>
Total Available Points	100 Points

The six (6) received bid packages were evaluated based on the criteria outlined above, with each section being rated on a scale of 0 to 5, where 0 represents "very poor" and 5 represents "excellent." The results of the submitted bids are as follows:

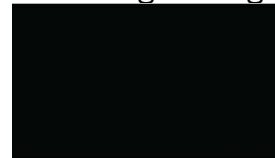
Nikiforuk Construction Ltd	(97.0 Points)
Kantrax Contractors Ltd..	(91.9 Points)
Firma Contracting Inc..	(83.6 Points)
GS Construction.....	(71.0 Points)
PME Inc..	(66.6 Points)
Whissell Contracting Ltd.	(63.4 Points)

Two personnel from Select Engineering, along with the CAO, evaluated each bid submission. The average total ranked scores for each bid are presented above.

If you have any questions or require further information, please don't hesitate to contact me at 780-886-8717. Once the Town has awarded the contract, Select Engineering will proceed with contract preparation and circulation for signatures.

Sincerely,

Select Engineering Consultants



Justin Young, P.Eng.
Senior Project Manager
jyoung@selecteng.ca



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: April 8, 2025

ELECTED OFFICIAL: Jody Foulds

REPORT PERIOD: March 20, 2025 to April 3, 2025

Boards and Committees:

- **Economic Development Committee, April 3, 2025**
- **St. Michael Regional Waste Commission Meeting, April 3, 2025**

Town of Lamont Business:

- **Towns East Zone Zoom Meeting – April 2, 2025**

Professional Development (Workshops & Conferences):

-

Lamont Functions and Events:

- **Lamont Regional Firefighters Gala – March 29, 2025**



MAYOR & COUNCIL REPORT

COUNCIL MEETING DATE: April 8, 2025

ELECTED OFFICIAL: Linda Sieker

PERIOD, Mar 25 ,2025 – April 8 ,2025

Boards and Committees:

- **April 3 – Economic Development Meeting**

Town of Lamont Business:

- **Mar – 26 – Lamont Lions Club – Planning / Information**
- **April 3 – Economic Development Planning Meeting**

Professional Development (Workshops & Conferences)

- **Mar 31 – April 2 – Alberta Seniors & Community Housing Association
Conference - Edmonton**
- **Functions and Events:**
- **Mar 30- Lamont County Emergency Services Gala**

CAO REPORT

FOR THE PERIOD ENDING April 8, 2025

HIGHLIGHTS:

March 25 -25

- Trade fair meeting

March 26-25

- Admin team meeting
- Community Coordinator meeting

March 27-25

- All Staff meeting
- Finance meeting

March 31-25

- Finance Meeting

April 1-25

- Engineer meeting

April 2-25

- Curling Club meeting
- Admin team meeting
- AB Muni CEO Virtual Towns East zone meeting

April 3-25

- Operations team meeting
- Economic Development Board meeting

DEPUTY CAO REPORT

FOR THE PERIOD ENDING Apr 2, 2025

HIGHLIGHTS:

Mar 10-14

- Payroll advance
- Centenarian recognition
- P&R meeting
- G&P meeting & minutes
- Council meeting & minutes
- AP cheque and EFT

Mar 17-19

- G&P Meeting & Minutes
- G&P agenda prep
- Quality Management Plan - Safety Codes Council review
- Dog on the loose

Mar 24-28

- Payroll
- Council Meeting
- AIR Safety Codes annual report
- Quality Management Plan – SCC rewritten as required
- All Staff safety and monthly meeting
- Dog issues
- Employee Handbook review and amend
- Review and confirm Urban Hen program

Mar 31 – Apr 2

- Prepare for annual review of Harassment, Violence and Discrimination with staff
- Final 2024 LAPP input
- Update MEP
- Month end AP
- Dogs on the loose

Trips Actual	Animal control
March	2
April	1

OPERATIONS & INFRASTRUCTURE REPORT

FOR THE PERIOD ENDING April 8, 2025

HIGHLIGHTS

STAFF

- Weekly operations meeting Thursday's
- All Staff meeting March 27-25

Facilities

- Arena ice plant shutdown
- Ice removal initiated
- Curling Rink condenser repair
- Curling rink ice plant shut down early due to repair
- 17 meeting room/ hall bookings
- Shop Boiler repair

Transportation Maintenance

- Major snow fall transition
- Alley Clearing snow and ice
- Snow hauling from curbs
- Snow/ Ice maintenance
- Accessible parking sign investigation

Parks & Recreation

- Parks Garbage pick-up.
- Tree Trimming
- Parks equipment maintenance
- Rodent control

Utilities

- Sewer Flushing.
- Culvert clearing
- Storm line
- Lagoon maintenance
- AB Environment water inspection completed

Projects & Requests:

- Park space monitoring

CLOSED SESSION NOTICE

April 8, 2025

7.1 Morley Young Manor

(Advice from Officials)

- FOIP Section 24 – Advice from Officials

7.2 Intergovernmental Relations

(Advice from Officials)

- FOIP Section 24 – Advice from Officials

7.3 Recreation Center

(Advice from Officials)

- FOIP Section 24 – Advice from Officials

7.3 Lamont County Fire Service Study

(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."