



AGENDA
Special Council Meeting
9:00 AM - Tuesday, May 4, 2021
Council Chambers, 5303 - 50 Ave.,
Lamont, AB

	Page
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. BUSINESS	
3.1. 2021 Final Operating and Capital Budget	3 - 10
<p>Recommendation: THAT Lamont County Council approve the 2021 Operating Budget which provides for 1) total operating revenue of \$22,000,301 and 2) total operating expenses of \$22,000,301 comprised of \$21,415,301 in operating expenses and reserve contributions of \$585,000.</p> <p>THAT Lamont County Council receive the 2022 and 2023 Operating Budget Forecasts as information.</p> <p>THAT Lamont County Council approve the 2021 Capital Budget which provides for revenues and expenditures of \$5,133,314.</p> <p>THAT Lamont County Council approve in principle the proposed annual Consolidated Capital Budgets for the years 2022-2025 (including projected consolidated capital budgets of \$2,373,229, \$2,774,700, \$2,165,900, and \$137,750 respectively).</p> <p>Request For Decision - RFD-21-080 - Pdf</p>	
3.2. Track Hoe Bid	11 - 13
<p>Request For Decision - RFD-21-082 - Pdf</p>	
3.3. Regular Council Meeting Schedule	14 - 15
<p>Lamont County Council Meeting Schedule 2020-2021</p>	
4. BYLAWS	
4.1. 2021 Tax Rate Bylaw 832.21	16 - 26

Recommendation:

THAT Lamont County Council give First Reading to Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

THAT Lamont County Council give Second Reading to Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

THAT all Council present give Unanimous Consent for the Third and Final Reading to Bylaw 832.21, being a Bylaw to establish rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

THAT Lamont County Council give Third and Final Reading to Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

[Request For Decision - RFD-21-081 - Pdf](#)

5. CLOSED SESSION
 - 5.1. Confidential Item - Disclosure harmful to personal privacy - Section 17, FOIP
6. ADJOURNMENT

REQUEST FOR DECISION



Meeting Date: May 04, 2021
Staff Contact: Roberta Malysh, CFO
Department: Finance

Subject: 2021 Final Operating and Capital Budget

Recommendation(s):

THAT Lamont County Council approve the 2021 Operating Budget which provides for 1) total operating revenue of \$22,000,301 and 2) total operating expenses of \$22,000,301 comprised of \$21,415,301 in operating expenses and reserve contributions of \$585,000.

THAT Lamont County Council receive the 2022 and 2023 Operating Budget Forecasts as information.

THAT Lamont County Council approve the 2021 Capital Budget which provides for revenues and expenditures of \$5,133,314.

THAT Lamont County Council approve in principle the proposed annual Consolidated Capital Budgets for the years 2022-2025 (including projected consolidated capital budgets of \$2,373,229, \$2,774,700, \$2,165,900, and \$137,750 respectively).

Purpose:

For Lamont County Council to consider the 2021 Operating and Capital Budgets.

Background Information:

The consolidated interim budget is the first phase of a two-phase process. Phase 1 involves the development and approval of interim operating and capital budgets in early December of each year. Approval of the 2021 interim budgets authorizes the County to incur expenditures and conduct its operations, commencing January 1, 2021. The interim budgets were approved on December 15, 2020 but it did not formally approve the 2021 taxation rates.

Phase 2 involves the approval of the final 2021 operating and capital budgets, as well as approval of the 2021 tax rate bylaw. The initial component of Phase 2 is a review of the operating and capital adjustments that have occurred since approval of the interim process.

Information confirmed during the period between Phase 1 and Phase 2 of the budget process, including property assessment values, revenue and expenditure changes, grant funding and

receipt of the education requisition, requires Council to review and amend the municipal tax requirements, if warranted, prior to approving them in final form.

Strategic Alignment

The following elements of the County's Strategic Plan are relevant to this issue:

Vision: "We are a resilient community where citizens, agriculture and industry grow together for each others' mutual benefit."

Goal 3: "Council is driven by accountability and transparency to the community."

- Community feels it is getting good value for their taxes.

Goal 4: "Community assets achieve their maximum useful life and support growth."

- Our budgets support the achievement of maximum useful life for our assets.

Financial Impact:

Operating Budget

Attachment I contains a consolidated summary of the 2021 recommended operating budget.

Capital Budget

The 2021 amended Five-Year Capital Plan is \$12,584,893 and is funded through a mix of municipal reserves, provincial grants, federal gas tax, offsite levies, and contributions from industry partners.

Attachment II contains a summary of the amended consolidated 2021 to 2025 Funded Capital Plan.

Previous Council / Committee Directions:

At the March 23, 2021, Special Meeting, Administration and Council reviewed the interim 2021-2025 capital budget and plan that was approved on December 15, 2020. The purpose of this review was to determine if the public works capital budget reflected all of County's capital priorities for the road and drainage programs.

Furthermore, a Special Meeting was held on April 19, 2021, which provided Council with the information and justifications around the operating and capital budget adjustments that impact the municipal tax revenue requirement for 2021.

Relevant Government Documents:

[*Municipal Government Act*](#), Revised Statutes of Alberta 2000, Chapter M-26
Current as of March 31, 2021

Adoption of operating budget

- 242 (1) Each council must adopt an operating budget for each calendar year.
- (2) A council may adopt an interim operating budget for part of a calendar year.
- (3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

Adoption of capital budget

245 Each council must adopt a capital budget for each calendar year.

Section 283.1(1) includes the following:

- Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years (283.1(2))
- Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years (283.1(3))
- Multi-year plans do not include the year in which they are being prepared (s.283.1(4))
- Council must review and update the financial and capital plans annually (s.283.1(6)).

In addition to section 283.1(1) of the MGA, the Municipal Corporate Planning Regulation (192/2017) establishes a minimum standard for the content of financial and capital plans. The regulation is based on an adaptable approach that allows municipalities to tailor their practices to meet or exceed this benchmark.

Attachments:

[Attachment I: 2021-2023 MultiYear Operating Budget Recommended](#)

[Attachment II: Five Year Capital Plan 2021-2025 Recommended](#)

Roberta Malysh, CFO

Approved
- 23 Apr
2021

Johnathan Strathdee, Legislative Services Officer

Approved
- 23 Apr
2021

Stephen Hill, CAO

Approved
- 23 Apr
2021

Consolidated



Multi-year Operating Budget Summary

Operating Revenue/Expense	2020 Actuals	2020 Approved Budget	2021 Recommended Budget	2022 Forecast	2023 Forecast
Revenues					
Government Transfers	1,044,797	872,415	1,240,829	618,302	648,502
Licenses Permits & Fines	136,463	135,500	128,875	132,220	133,460
Investment Income	263,346	326,500	266,000	226,000	226,000
Property Taxes**	18,920,943	18,943,343	18,928,182	19,978,259	20,086,904
Offsite Levy	160,033	220,000	205,000	205,000	205,000
Other	72,793	43,000	58,000	58,000	33,000
Penalties & Costs on Taxes	191,464	150,000	150,000	150,000	150,000
Rentals	17,409	15,800	15,800	15,800	15,800
Sales & User Charges	294,169	247,700	192,033	192,084	192,092
Water Sales	254,657	278,208	340,726	347,598	354,123
Total Revenue	21,356,074	21,232,466	21,525,445	21,923,263	22,044,881
Expenses					
Amortization	2,842,154	2,655,800	2,666,550	2,673,750	2,680,950
Bank Charges & Short Term Interest	152,726	152,133	148,932	142,049	134,978
Contracted & General Services	1,439,943	1,967,314	1,949,044	1,928,440	2,013,127
Gravel	1,907,211	1,955,000	2,165,072	2,256,920	2,302,960
Materials Goods Supplies & Utilities	2,568,475	3,900,735	4,742,860	4,747,752	4,633,767
Municipal Election	-	-	35,000	-	-
Provision for Allowances	518,531	525,000	175,000	125,000	155,000
Purchases from Other Governments	-	1,500	1,500	1,500	1,500
Requisitions*	3,899,907	4,251,515	4,319,377	4,318,446	4,318,446
Salaries Wages & Benefits	6,730,494	6,979,574	7,601,816	7,615,656	7,697,603
Transfers to Local Boards & Agencies	254,715	189,620	276,700	102,500	102,500
Total Expenses	20,314,156	22,578,191	24,081,851	23,912,013	24,040,831
Net Surplus/(Deficit)	1,041,918	(1,345,725)	(2,556,406)	(1,988,750)	(1,995,950)
Non-Operating Items					
Transfer To Reserves	(3,427,471)	(1,680,000)	(585,000)	(685,000)	(685,000)
Transfers From Reserves	335,781	369,925	474,856	-	-
Total Transfers	(3,091,690)	(1,310,075)	(110,144)	(685,000)	(685,000)
Net Surplus/(Deficit)	\$ (2,049,772)	\$ (2,655,800)	\$ (2,666,550)	\$ (2,673,750)	\$ (2,680,950)
Non- Cash Adjustment	\$ 2,842,154	\$ 2,655,800	\$ 2,666,550	\$ 2,673,750	\$ 2,680,950
TOTAL Consolidated Surplus/(Deficit)	\$ 792,382	\$ -	\$ -	\$ -	\$ -

Lamont County
Five Year Capital Plan 2021-2025 - Funded



		2021	2022	2023	2024	2025	Total
2018, 2019 & 2020 Carry-Forward Projects (Funds Previously Approved)							
18-02	Twp 560	282,400	-	-	-	-	282,400
19-05	MRF Geosystems	50,000	-	-	-	-	50,000
19-12	Lamont Pumper Replacement	-	-	-	-	-	-
19-14	Fire Training Centre	100,000	-	-	-	-	100,000
19-22	TWP 550 - HWY 15 - Sec 831	183,000	-	-	-	-	183,000
ASB-2020-01	Unit 4102 Replacement w/ a 1/2 tonne Crew Cab	-	-	-	-	-	-
ASB-2020-02	Unit 4203 Replacement w/ a 2019 Dodge 550	-	-	-	-	-	-
ASB-2020-04	Unit 4322 Tractor Replacement	-	-	-	-	-	-
Fire-2020-02	SCBA Cylinder Replacement (Annual)	19,600	4,000	10,700	12,500	-	46,800
Fire-2020-03	Emergency Services Technology Updgrade	7,000	-	-	-	-	7,000
EconDev-2020-01	PHASE I - Heartland Heavy Industrial Infrastructure - Process Water Study	-	-	-	-	-	-
WATER-2020-01	Waterline for Industry - Extension of 20mm Pipeline	-	-	-	500,000	-	500,000
PW-2020-01	Vehicle Replacement - Unit 1148	-	-	-	-	-	-
PW-2020-02	Vehicle Replacement - Unit 1153	-	-	-	-	-	-
PW-2020-03	Bridges & BF Culverts Renewal - BF01117	-	-	-	-	-	-
PW-2020-04	Bridges & BF Culverts Renewal - BF71752	356,263	-	-	-	-	356,263
PW-2020-05	RR 191 (S of Hwy 16) ROW Purchase (30 metres for 1 1/2 mile; approx 18 acres)	-	-	-	-	-	-
PW-2020-07	Bridges & BF Culvert Renewal -BF 7590	300,000	-	-	-	-	300,000
PW-2020-08	Road Subgrade Strenghtening Twp 562 (RR 184-190) & Twp 562	204,800	-	-	-	-	204,800
PW-2020-09	Road Subgrade Strengthening - RR184/185 (Hwy 15-Hwy 29) (7 1/2 miles)	100,000	755,400	-	-	-	855,400
PW-2020-10	Bridges & BF Culvert Renewal - BF 74124	280,000	-	-	-	-	280,000
PW-2020-12	Roads Pavement Surface Rehabilitation - Mundare Hospital Road	16,000	-	320,000	-	-	336,000
PW-2020-13	RR 203 Industry Roads Upgrade - Cost Share - Cenovus Energy	463,471	528,529	-	-	-	992,000
PW-2020-14	Bridges & BF Culvert Renewal BF 75747 (RR181 that crosses limestone creek)	11,000	-	-	-	-	11,000
Total: 2018, 2019 & 2020 Carry-Forwards		\$ 2,373,534	\$ 1,287,929	\$ 330,700	\$ 512,500	\$ -	\$ 4,504,663

Lamont County
Five Year Capital Plan 2021-2025 - Funded



	2021	2022	2023	2024	2025	Total
<u>New Project Requests</u>						
<u>Administration</u>						
ADMIN-2021-01 IT Infrastructure Upgrades	22,850	-	-	-	-	22,850
ADMIN-2021-02 Computer Replacements - Evergreening	30,000	-	-	-	-	30,000
ADMIN-2022-01 IT Infrastructure Upgrades	-	20,000	-	-	-	20,000
ADMIN-2022-02 Computer Replacements - Evergreening	-	30,000	-	-	-	30,000
ADMIN-2023-01 IT Infrastructure Upgrades	-	-	20,000	-	-	20,000
ADMIN-2023-02 Computer Replacements - Evergreening	-	-	30,000	-	-	30,000
ADMIN-2024-01 IT Infrastructure Upgrades	-	-	-	52,100	-	52,100
ADMIN-2024-02 Computer Replacements - Evergreening	-	-	-	18,000	-	18,000
ADMIN-2025-01 IT Infrastructure Upgrades	-	-	-	-	29,100	29,100
ADMIN-2025-02 Computer Replacements - Evergreening	-	-	-	-	30,000	30,000
Total: Administration	52,850	50,000	50,000	70,100	59,100	282,050
<u>Agricultural Services</u>						
ASB-2021-01 Unit 4110 Replacement w/ a current 3/4 ton Crew Cab	50,000	-	-	-	-	50,000
ASB-2021-02 Argo 8x8	50,000	-	-	-	-	50,000
ASB-2021-03 Mulcher head track hoe	65,000	-	-	-	-	65,000
ASB-2022-01 Replacement of Unit 4340 Degelman Mower	-	39,000	-	-	-	39,000
ASB-2022-02 Replacement of Unit 4341 Degelman Mower	-	39,000	-	-	-	39,000
ASB-2022-03 Replacement of Unit 4317 Degelman Side Arm	-	25,650	-	-	-	25,650
ASB-2022-04 Replacement of Unit 4318 2015 Degelman Side Arm	-	25,650	-	-	-	25,650
ASB-2023-01 Replacement of Degelman Mower	-	-	39,000	-	-	39,000
ASB-2024-01 Replacement of Degelman Mower	-	-	-	39,000	-	39,000
ASB-2024-02 Replacement of Degelman Mower	-	-	-	39,000	-	39,000
ASB-2024-03 Replacement of Degelman Mower Sprayer	-	-	-	42,500	-	42,500
ASB-2025-01 Replacement of Degelman Mower	-	-	-	-	39,000	39,000
ASB-2025-02 Replacement of 2018 Degelman Side Arm	-	-	-	-	25,650	25,650
ASB-2025-03 SWS 14' Dump Trailer	-	-	-	-	14,000	14,000
Total: Agricultural Services	122,500	129,300	39,000	120,500	78,650	489,950

Lamont County
Five Year Capital Plan 2021-2025 - Funded



	2021	2022	2023	2024	2025	Total
<u>Community Peace Officer</u>						
CPO-2021-01 Electronic Ticketing System	8,000	-	-	-	-	8,000
Total: Community Peace Officer	8,000	-	-	-	-	8,000
<u>Fire & Emergency Services</u>						
FIRE-2021-01 Mundare Self Contained Breathing Apparatus Pack Replacement	16,000	-	-	-	-	16,000
FIRE-2021-02 Emergency Services Command Utility Vehicle Replacement- Unit 5116	75,000	-	-	-	-	75,000
FIRE-2021-04 Unit 5227 Replacement Chassis	-	90,000	-	-	-	90,000
FIRE-2022-01 Emergency Services Command Utility Vehicle Replacement - Unit 5113	-	-	75,000	-	-	75,000
FIRE-2022-02 Mundare Self Contained Breathing Apparatus Pack Replacement	-	16,000	-	-	-	16,000
FIRE-2022-03 Fire Water Tender Replacement Project - Fire Truck Unit 5218	-	-	250,000	-	-	250,000
Total: Fire & Emergency Services	91,000	106,000	325,000	-	-	522,000
<u>Public Works</u>						
PW-2021-01 Bridges & BF Culverts Renewal - BF 02461	337,500	-	-	-	-	337,500
PW-2021-02 Equipment Replacement - Unit 1333 - Grader	520,000	-	-	-	-	520,000
PW-2021-03 Road Grade Raise and Ditch Grading RR 175 Twp 544	200,000	-	-	-	-	200,000
PW-2021-04 Road Subgrade Strengthening - RR 171 (S of Hwy 16)	-	-	10,000	204,800	-	214,800
PW-2021-05 Road Grade Raise and Ditch Grading Twp 564 (RR 195 - Hwy 831)	-	-	15,000	200,000	-	215,000
PW-2021-06 Road Subgrade Strengthening - RR 164 (1/2 mile N of Twp 572)	-	10,000	102,400	-	-	112,400
PW-2021-07 Road Subgrade Strengthening - Twp 562 (RR171-172)	-	10,000	76,800	-	-	86,800
PW-2021-08 Road Subgrade Strengthening - Twp 582A (RR 200)	-	10,000	51,200	-	-	61,200
PW-2021-09 Yard Salt Remediation - Phase 3 ESA - SE 19 55 19 W4	54,000	-	-	-	-	54,000
PW-2021-10 Equipment Purchase - 24 Foot Tilt Trailer	15,000	-	-	-	-	15,000
PW-2021-11 Equipment Replacement -Trac Hoe	400,000	-	-	-	-	400,000
PW-2021-12 Equipment Replacement - Unit 1241 - Plow/Gravel Truck	280,000	-	-	-	-	280,000
PW-2021-13 Equipment Replacement - Unit 1507 - 24 Foot Trailer	45,000	-	-	-	-	45,000
PW-2021-14 Lafarge Drainage	50,000	200,000	-	-	-	250,000
PW-2021-15 Bridges & BF Culvert Renewal - BF 74917	35,000	15,000	310,000	-	-	360,000
PW-2021-16 Bridges & BF Culvert Renewal - BF 74671	35,000	15,000	310,000	-	-	360,000
PW-2021-17 Bridges & BF Culvert Renewal - BF 1962	35,000	15,000	310,000	-	-	360,000
PW-2021-18 Tagore Estates & RR 195 Access Study	35,000	35,000	15,000	310,000	-	395,000
PW-2021-19 Drainage RR 171 & 172 TWP 532	108,930	-	-	-	-	108,930
PW-2022-01 Bridges & BF Culvert Renewal - BF 220	-	35,000	15,000	310,000	-	360,000
PW-2022-02 Bridges & BF Culverts Renewal - BF 1699	-	35,000	15,000	310,000	-	360,000
PW-2022-04 Road Subgrade Strengthening RR 200 (Hwy 45 - Twp 572)	-	-	10,000	128,000	-	138,000
PW-2022-14 New Equipment Fuel Tank Code Readers for Satellite Shops	40,000	-	-	-	-	40,000
PW-2022-15 Roads Subgrade Strengthening RR184 (Hwy45 - TWP 562)	-	15,000	409,600	-	-	424,600
Total: 32 - Public Works	2,190,430	395,000	1,650,000	1,462,800	-	5,698,230

Lamont County
 Five Year Capital Plan 2021-2025 - Funded



	2021	2022	2023	2024	2025	Total
<u>Water</u>						
WATER-2021-01 Scada	125,000	-	-	-	-	125,000
WATER-2021-02 Water Meter Conversion	10,000	100,000	-	-	-	110,000
WATER-2021-03 Heartland Reservoir Septic Field, Surface and Pad	-	145,000	130,000	-	-	275,000
WATER-2021-04 Heartland Reservoir Replacement of 2 Chamber Septic Tank	145,000	130,000	-	-	-	275,000
WATER-2021-05 St. Michael Water Building Upgrade	15,000	30,000	250,000	-	-	295,000
Total: 41 - Water	295,000	405,000	380,000	-	-	1,080,000
Total: Public Works	2,485,430	800,000	2,030,000	1,462,800	-	6,778,230
Total Capital Projects Funded	\$ 5,133,314	\$ 2,373,229	\$ 2,774,700	\$ 2,165,900	\$ 137,750	\$ 12,584,893

REQUEST FOR DECISION



Meeting Date: May 04, 2021
Staff Contact: Stephen Hill, CAO
Department: Public Works

Subject: Track Hoe Bid

Recommendation(s):

THAT Lamont County Council approve the purchase of a 2021 John Deere 250GLCFT4 Excavator for \$348,000 plus GST.

Purpose:

For Council to consider received tender bids for the purchasing of a track hoe.

Background Information:

In 2020, County Council requested that administration devise a new winter season program for maintenance of licensed drainage courses to ensure regular cleaning of vegetation and blockages in the drainage courses.

The proposed new track hoe will:

- be equipped to facilitate the recently acquired mulching head.
- be utilized to complement the existing CAT324 Track Hoe in regular season operations.
- allow for better utilization of County equipment, and
- allow for versatility of the roadside brushing program, culvert installation and maintenance.

The following are the firm quotes received by Lamont County for the purchase of a track hoe as per: PW-2021-11 Equipment Replacement – Track Hoe.

Brandt	2021 John Deere 250GLC FT4 Excavator	\$348,000 plus GST
	2021 John Deere 245GLC FT4 Excavator	\$329,000 plus GST
Finning	2021 CATAEXQ2774 Excavator	\$385,000 plus GST
Lift Boss	2021 JCB 220XL4S Hydraulic Excavator	\$269,851 plus GST
RME	2019 CASE/CX250D/ER Excavator	\$325,750 plus GST
SMS	2021 Komatsu PC240LC-11 Excavator	\$323,769 plus GST

The John Deer 250 is the same size as the CAT the County currently has. The 245 GLC is smaller and lighter with less horsepower, but has more hydraulic flow for the mulcher head,

and is more compact. The 250 has the larger counterweight. The hoe the County had for rental was the lighter 245GLC.

The John Deer is neutral with a lot of mechanics, no better/no worse when compared with other models.

The John Deer retains its resale value after 5,000 hours consistently around 40% to 50% of the purchase price, where Case, JCB, and Komatsu achieve approximately 25% to 30% of resale value.

All companies were asked to quote a comparable piece of equipment to the existing CAT Track hoe spec enclosed, including the following:

- Plumbing and Set Up for FAE Mulch Head
- Plumbing for a twist bucket
- Manual Quick Coupler
- 66" Twist Clean Up Bucket
- 42" HD Dig Bucket
- 5-year Warranty
- Falling Object Guard for Front for Mulching

Financial Impact:

Lamont County Council has a recommended budget of \$400,000 for PW-2021-11 Equipment Replacement – Track Hoe. The County has received the following quotes:

Brandt	2021 John Deere 250GLC FT4 Excavator	\$348,000 plus GST
	2021 John Deere 245GLC FT4 Excavator	\$329,000 plus GST
Fininng	2021 CATAEXQ2774 Excavator	\$385,000 plus GST
Lift Boss	2021 JCB 220XL4S Hydraulic Excavator	\$269,851 plus GST
RME	2019 CASE/CX250D/ER Excavator	\$325,750 plus GST
SMS	2021 Komatsu PC240LC-11 Excavator	\$323,769 plus GST

Administration is recommending the purchase of a 2021 John Deer 250GLC FT4 Excavator for a total of \$365,400 (including GST)(\$34,600 under budget).

Roberta Malysh, CFO

Approved
- 30 Apr
2021

Johnathan Strathdee, Legislative Services Officer

Approved
- 30 Apr
2021

Stephen Hill, CAO

Approved
- 30 Apr
2021



5303 – 50 Ave
Lamont County, Alberta T0B 2R0
Phone: 780-895-2233
Email: info@lamontcounty.ca

LAMONT COUNTY COUNCIL MEETING SCHEDULE NOVEMBER 1, 2020 – OCTOBER 31, 2021

REGULAR MEETINGS OF COUNCIL

November 10, 2020
December 8, 2020
January 12, 2021
February 9, 2021
March 9, 2021
April 13, 2021

May 11, 2021
June 8, 2021
August 10, 2021
September 14, 2021
October 12, 2021
October 26, 2021 – *Annual
Organizational Meeting*

TIME:

Council meetings to be held at 9:00 a.m.

LOCATION:

In the Town of Lamont, at the Lamont County Administration Building
(5303 – 50 Avenue)



5303 – 50 Ave
Lamont County, Alberta T0B 2R0
Phone: 780-895-2233
Email: info@lamontcounty.ca

LAMONT COUNTY COUNCIL 2021 BUDGET MEETING DATES

November 24, 2020	Budget Meeting #1
November 25, 2020	Budget Meeting #2
November 27, 2020	Budget Meeting #3
December 8, 2020	2021 Budget Approval at the December 8 th Regular Council Meeting

TIME:

Council meetings to be held at 9:00 a.m.

LOCATION:

In the Town of Lamont, at the Lamont County Administration Building
(5303 – 50 Avenue)

REQUEST FOR DECISION



Meeting Date: May 04, 2021
Staff Contact: Roberta Malysh, CFO
Department: Finance

Subject: 2021 Tax Rate Bylaw 832.21

Recommendation(s):

THAT Lamont County Council give First Reading to Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

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Purpose:

For Council to consider Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

Financial Impact:

Property Assessment

The primary purpose of the final budget is to incorporate the final estimates for property taxes, the municipal waste expenses and to incorporate the 2021 school, seniors' foundation, and Designated Property Industrial Property requisitions. Overall, the final assessments for 2021 are 0.5% lower than the final assessments for 2020. As illustrated below, there were declines in the non-residential and machinery assessment categories and minimal growth in the linear property assessment.

Assessment	2021	2020	% Change
Residential	\$ 457,341,590	\$ 453,614,040	0.8%
Farmland	95,379,510	95,451,710	-0.1%
Non-Residential	238,122,950	243,717,340	-2.3%
Linear	333,195,700	328,829,390	1.3%
Machinery and Equipment	80,035,390	87,925,890	-9.0%
Total	\$ 1,204,075,140	\$ 1,209,538,370	-0.5%

Future impacts to the County linear assessment include the following measures announced by the Minister of Municipal Affairs in October 2020.

- 3 year municipal and education property tax exemption for new Wells and Pipelines (2022 tax year to 2024 tax year).
- Well Drilling Equipment Tax (WDET) has been eliminated permanently.
- Additional depreciation for low productivity wells (2021 tax year).
- Continuation of the shallow gas well and associated pipelines assessment reduction that was introduced in 2019 (continued 2021 to 2024 tax year).

Municipal Taxation

Attachment 1, the 2021-2023 Multi-Year Operating Budget, in the section labelled Municipal Tax Revenue Requirements shows a \$328,114 or 2.23% increase in the revenue requirement from the 2020 requirement. Combined with the 0.5% decrease in assessment from 2020, which results in decreased revenues of \$149,594, there is an overall revenue shortfall of \$477,708. To mitigate increases to its taxpayers, Council determined that the overall tax requirement of \$15,019,942 be reduced by a transfer from General Operating Reserve which contains funds from prior years for purposes of retaining “a stable municipal taxation structure and to accommodate any emergency type expenditure; to balance the current year end deficit; or for non-budgeted operating items that require funding and Council approval during the year”. The transfer will amount to \$411,137 and reduce the revenue requirement from \$15,019,942 to \$14,608,805.

For comparison, the following is a summary of the municipal tax levy and corresponding tax rates for 2020 and 2021.

Municipal Tax Levy and Tax Rates

<u>Year</u>	<u>Tax Levy</u>	<u>Tax Rates</u>		
		Residential	Farmland	Non-Residential
2020	\$14,691,828	0.0035486	0.0142835	0.017743
2021*	\$14,608,805	0.0036277	0.0146020	0.017743
% Change	-0.57%	2.23%	2.23%	0.00%

*Reduced by Transfer from general Operating Reserve (Tax Revenue Requirement of \$15,019,342 less \$411,137)

2021 Municipal Waste Expenses

With respect to requisitions, there is no legislative authority for a solid waste commission requisition in a property tax bylaw. Section 326(1) of the Municipal Government Act defines and lists what constitutes a requisition. That said, in 2021, the municipal waste expense billed to the County by the St. Michael Regional Waste Commission will be funded by a uniform tax levy applied against all properties. It is not a separate tax or requisition; it is part of the property tax levy and will be shown separately from the annual municipal tax rate on tax notices.

	<u>2020</u>	<u>2021</u>	<u>\$ Change</u>	<u>% Change</u>
Municipal Waste Expense	\$213,900	\$215,800	\$1,900	0.89%

2021 Alberta Education Requisition

The official 2021 Alberta Education Requisition was released on February 25, 2021 and was based on equalized assessment data as of January 15, 2021. The Province has continued to freeze the education property tax requisition due to the pandemic still affecting households and businesses.

2020 and 2021 Education Levy Comparison

Property Type	<u>2020</u>	<u>2021</u>	<u>\$ Change</u>	<u>% Change</u>
<u>Residential</u>	\$1,414,613	\$1,454,351	\$39,739	2.8%
Non-Residential	<u>2,116,533</u>	<u>2,146,558</u>	<u>30,025</u>	<u>1.4%</u>
Total	\$3,531,145	\$3,600,909	\$69,764	1.98%

The overall education requisition rate determined by the Province is deemed correct despite differences between the equalized and live assessment rates for the County.

2021 Designated Industrial Property Requisition

The requisition of costs related to the preparation of assessments for designated industrial properties, also known as DIP, is in its fourth year. This is a provincial mandated requirement and applies to specifically designated properties as determined by provincial regulations and includes linear assessments. The requisition levy amount and rate are determined by the Province.

	<u>2020</u>	<u>2021</u>	<u>\$ Change</u>	<u>% Change</u>
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Designated Properties	\$41,312	\$41,312	-\$2	-0.01%
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2021 Lamont Housing Foundation Requisition

There was a minor decrease in the requisition for Lamont Foundation. The decrease contains an under levy from 2019 included in the 2020 requisition. The actual levy in 2020 was for the requisition amount of \$453,391 plus a 2019 under levy of \$11,766.

	<u>2020</u>	<u>2021</u>	<u>\$ Change</u>	<u>% Change</u>
Lamont Housing Foundation	\$465,157	\$461,359	-\$3,798	-0.82%

Combined Tax Rate Summary, Levies and Requisitions

Below is a summary of the 2020 and 2021 proposed combined tax rates for Lamont County, Municipal Waste Expense, Alberta Education, and the Lamont Housing Foundation (for simplicity the DIP requisition has not been included as it only applies to designated industrial properties):

Combined Tax Rate Summary

	Year	Tax Rates			
		Residential	Farmland	Non-Res	M & E
Municipal	2020	3.5486	14.2835	17.7430	17.7430
	2021	3.6277	14.6020	17.7430	17.7430
	% Change	2.23%	2.23%	0.0%	0.0%
Waste Expense	2020	0.1768	0.1768	0.1768	0.1768
	2021	0.1792	0.1792	0.1792	0.1792
	% Change	1.36%	1.36%	1.36%	1.36%
Alberta Education	2020	2.5764	2.5764	3.6967	-
	2021	2.6312	2.6312	3.7572	-
	% Change	2.13%	2.13%	1.64%	-
Housing Foundation	2020	0.3846	0.3846	0.3846	0.3846
	2021	0.3832	0.3832	0.3832	0.3832
	% Change	-0.96%	-0.96%	-0.96%	-0.96%

Below is a summary of the 2020 and 2021 combined tax levies and requisitions for Lamont County, Municipal Waste Expense, Alberta Education, and the Lamont Housing Foundation.

	2021	2020	\$ Change	% Change
Municipal Operations*	\$14,608,805	\$14,691,828	\$83,023	-0.57%
Municipal Waste Expense	215,800	213,900	\$1,900	0.89%
Alberta Education Requisition	3,600,909	3,531,145	\$69,764	1.98%
Lamont Housing Foundation	461,359	465,157	\$(3,798)	-0.82%
Designated Industrial Property	41,309	41,312	\$(2)	-0.01%
Total	\$18,928,182	\$18,943,343	\$(15,160)	-0.1%

*Reduced by Transfer from general Operating Reserve (Tax Revenue Requirement of \$15,019,342 less \$411,137)

Tax Payments and Penalty Deadlines

Combined Tax and Assessment Notices will be sent out in May and must be paid by June 30, 2021.

The County collects levies on behalf of the Provincial Government for education. Provincial government legislation requires that education receive funding through property taxes and all property owners are required to contribute, whether or not they have children attending school.

The standard deadline for payment of property taxes is June 30, 2021. The first penalty for non-payment of taxes is at a rate of 10% on July 1st. The second penalty that would be levied would still occur December 31st at a rate of 10%.

Strategic Alignment

The following elements of the County’s Strategic Plan are relevant to this issue:

Vision: “We are a resilient community where citizens, agriculture and industry grow together for each others’ mutual benefit.”

Goal 3: “Council is driven by accountability and transparency to the community.”

- Community feels it is getting good value for their taxes.

Stakeholder Engagement / Communication:

Administration will inform the public of Council’s decision through the same methods the County uses to advertise the passing of the annual tax bylaw and mailing of tax notices. These

methods include advertisements in the Lamont Leader. Information about timelines and methods of payments are also included on the County's website as well in the assessment/tax notice mailout.

Alternatives:

THAT Lamont County Council give First Reading to Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year.

THAT Lamont County Council give First Reading to Bylaw 832.21, being a Bylaw to establish the rates of taxation to be levied against assessable property within Lamont County for the 2021 taxation year. (defeat the bylaw)

THAT Lamont County Council provide Administration with further direction regarding the 2021 Tax Rate bylaw.

Relevant Government Documents:

[Municipal Government Act](#), Revised Statutes of Alberta 2000, Chapter M-26
Current as of March 31, 2021

Operating and Capital Budget Approval

- Section 242 (1), and 243 of the *Municipal Government Act* (MGA) outline the requirements for the approval of the annual operating budget.
- Sections 245 and 246 of the MGA outline the requirements for the approval of an annual capital budget.
- While Council previously approved the interim operating and capital budgets, these budgets have since been amended and, as such, require approval in their final form.

Tax Rate Bylaw Approval

- Section 353(1), and 243 of MGA requires Council to pass a property tax bylaw annually.
- Sections 247 of the MGA requires Council to approve the operating and capital budget prior to the adoption of a tax rate bylaw.
- Sections 344 and 345 of the MGA states that Council may impose penalties on unpaid taxes at the rates set out in the bylaw.

Attachments:

[Attachment I: 2021 Tax Rate Bylaw No. 832.21](#)

[Attachment II: 2021-2023 MultiYear Operating Budget](#)

Roberta Malysh, CFO

Approved
- 23 Apr
2021

Johnathan Strathdee, Legislative Services Officer

Approved
- 23 Apr
2021

Stephen Hill, CAO

Approved
- 23 Apr
2021

**Lamont County
2021 Tax Rate Bylaw No. 832.21**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN LAMONT COUNTY FOR THE 2021 TAXATION YEAR.

WHEREAS, Lamont County has prepared and adopted detailed estimates of municipal revenue and expenditures as required, at the council meeting held on May 4, 2021; and

WHEREAS, the estimated municipal expenditures (excluding non-cash items) set out in the annual budget for Lamont County for 2021 total \$27,133,615: and

WHEREAS, the estimated municipal revenues and transfers from all sources other than property taxation total \$8,205,433; and the balance of \$18,928,182 for general operating purposes are to be raised by general municipal property taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund	
- Residential & Farmland	\$1,454,351
- Non-residential	2,146,558
Total School Requisitions	\$3,600,909
Designated Industrial Property	\$41,309
Lamont County Housing Foundation	\$461,359

WHEREAS, Council is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, Council is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in Lamont County as shown on the assessment roll is:

Residential	\$457,341,590
Farmland	95,379,510
Non-Residential	416,570,820
Designated Industrial Property	154,747,830
Machinery and Equipment	80,035,390
Total	\$1,204,075,140

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of Lamont County, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Lamont County:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	\$1,659,098	\$457,341,590	0.0036277
Farmland	1,392,732	95,379,510	0.0146020
Non-Residential, Machinery & Equipment & Designated Industrial Property	11,556,974	651,354,040	0.0177430
Totals:	\$14,608,805	\$1,204,075,140	
Municipal Waste Expense	\$215,800	\$1,204,075,140	0.0001792
Alberta School Foundation Fund			
Residential & Farmland	\$1,454,351	\$552,721,100	0.0026312
Non-Residential (Machinery and Equipment has a 0% tax rate for the purposes of ASFF)	2,146,558	571,318,650	0.0037572
Totals:	\$3,600,909	\$1,124,039,750	
Designated Industrial Property	\$41,309	\$539,285,800	0.0000766
Lamont County Housing Foundation	\$461,359	\$1,204,075,140	0.0003832

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$100.00.
3. That the following penalties be set:
 - 10% on all current taxes remaining unpaid after June 30 of the given year.
 - 10% on all current taxes remaining unpaid after December 31 of the given year.
4. That this bylaw shall take effect on the date of the third and final reading.

READ a first time on this 4th day of May 2021.

READ a second time on this 4th day of May 2021.

Given UNANIMOUS consent to go to third reading on this 4th day of May 2021.

READ a third and final time on this 4th day of May 2021.

Signed this 4th day of May 2021.

Reeve

Chief Administrative Officer

Consolidated



Multi-year Operating Budget Summary

Operating Revenue/Expense	2020 Actuals	2020 Approved Budget	2021 Recommended Budget	2022 Forecast	2023 Forecast
Revenues					
Government Transfers	1,044,797	872,415	1,240,829	618,302	648,502
Licenses Permits & Fines	136,463	135,500	128,875	132,220	133,460
Investment Income	263,346	326,500	266,000	226,000	226,000
Property Taxes**	18,920,943	18,943,343	18,928,182	19,978,259	20,086,904
Offsite Levy	160,033	220,000	205,000	205,000	205,000
Other	72,793	43,000	58,000	58,000	33,000
Penalties & Costs on Taxes	191,464	150,000	150,000	150,000	150,000
Rentals	17,409	15,800	15,800	15,800	15,800
Sales & User Charges	294,169	247,700	192,033	192,084	192,092
Water Sales	254,657	278,208	340,726	347,598	354,123
Total Revenue	21,356,074	21,232,466	21,525,445	21,923,263	22,044,881
Expenses					
Amortization	2,842,154	2,655,800	2,666,550	2,673,750	2,680,950
Bank Charges & Short Term Interest	152,726	152,133	148,932	142,049	134,978
Contracted & General Services	1,439,943	1,967,314	1,949,044	1,928,440	2,013,127
Gravel	1,907,211	1,955,000	2,165,072	2,256,920	2,302,960
Materials Goods Supplies & Utilities	2,568,475	3,900,735	4,742,860	4,747,752	4,633,767
Municipal Election	-	-	35,000	-	-
Provision for Allowances	518,531	525,000	175,000	125,000	155,000
Purchases from Other Governments	-	1,500	1,500	1,500	1,500
Requisitions*	3,899,907	4,251,515	4,319,377	4,318,446	4,318,446
Salaries Wages & Benefits	6,730,494	6,979,574	7,601,816	7,615,656	7,697,603
Transfers to Local Boards & Agencies	254,715	189,620	276,700	102,500	102,500
Total Expenses	20,314,156	22,578,191	24,081,851	23,912,013	24,040,831
Net Surplus/(Deficit)	1,041,918	(1,345,725)	(2,556,406)	(1,988,750)	(1,995,950)
Non-Operating Items					
Transfer To Reserves	(3,427,471)	(1,680,000)	(585,000)	(685,000)	(685,000)
Transfers From Reserves	335,781	369,925	474,856	-	-
Total Transfers	(3,091,690)	(1,310,075)	(110,144)	(685,000)	(685,000)
Net Surplus/(Deficit)	\$ (2,049,772)	\$ (2,655,800)	\$ (2,666,550)	\$ (2,673,750)	\$ (2,680,950)
Non- Cash Adjustment	\$ 2,842,154	\$ 2,655,800	\$ 2,666,550	\$ 2,673,750	\$ 2,680,950
TOTAL Consolidated Surplus/(Deficit)	\$ 792,382	\$ -	\$ -	\$ -	\$ -

Municipal Tax Revenue Requirements

Property Taxes**	18,943,343	18,928,182	19,978,259	20,086,904
Less Requisitions*	(4,251,515)	(4,319,377)	(4,318,446)	(4,318,446)
Transfer from Operating Reserve	-	411,137	-	-
Municipal Tax Revenue Requirements	14,691,828	15,019,942	15,659,813	15,768,458
\$ Changes		\$ 328,114	\$ 639,871	\$ 108,645
% Changes		2.23%	4.26%	0.69%