

SMOKY LAKE COUNTY

Minutes of the **County Council meeting** held on Thursday, **September 27, 2012** at 9:10 A.M. in the County Council Chambers.

The meeting was called to Order by the Reeve Mr. Dareld Cholak in the presence of the following persons:

		A T T E N D A N C E
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, September 27, 2012</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Rick Cherniwchan	Present
4	Lori Danyluk	Present
5	Randy Orichowski	Present
C.A.O.	Cory Ollikka	Present
Asst CAO/R.S	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present

1 Member of the Public in attendance.

Doug Ponich, Public Works Manager entered the Council Chambers, time 9:10 a.m.

2. Agenda:

Agenda

833-12: Cherniwchan That the Agenda for Thursday, September 27, 2012 County Council meeting, be adopted as amended:

Addition(s):

- 1. ATB Financial Farm Family Award.

Carried Unanimously.

3. Minutes:

Minutes of August 22, 2012 – County Council Meeting

834-12: Danyluk That the minutes of the County Council Meeting held on Wednesday, August 22, 2012 be adopted.

Carried.

Minutes of August 24, 2012 – County Council Committee of the Whole Meeting

835-12: Orichowski That the minutes of the County Council Committee of the Whole for the purpose of **Strategic Plan Development** Meeting held on Friday, August 24, 2012, be adopted.

Carried.

4. Request For Decision(s):

Bylaw No. 1246-12: Fire Protection Services: Joint Operation Agreement with Town of Smoky Lake

836-12: Danyluk That **Bylaw No. 1246-12:** authorize the Municipal Council of Smoky Lake County to enter into a **Joint Operation Agreement** for the provision of **Fire Protection Services** with the Town of Smoky Lake, be given **FIRST READING.**

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1246-12**: authorize the Municipal Council of Smoky Lake County to enter into a **Joint Operation Agreement** for the provision of **Fire Protection Services** with the Town of Smoky Lake, be given **SECOND READING**.

Carried.

Moved by Councillor Bobocel that **Bylaw No. 1246-12**: authorize the Municipal Council of Smoky Lake County to enter into a **Joint Operation Agreement** for the provision of **Fire Protection Services** with the Town of Smoky Lake, be given **PERMISSION FOR THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Cherniwchan that **Bylaw No. 1246-12**: authorize the Municipal Council of Smoky Lake County to enter into a **Joint Operation Agreement** for the provision of **Fire Protection Services** with the Town of Smoky Lake, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Policy Statement No. 01-19-02: Tender Process

837-12: Danyluk

That **Policy Statement No. 01-19-02** entitled "Tender Process", be amended:

Purpose:	To establish general provisions on Tendering for services and construction works acquired by the County and maintain integrity in the interest of transparency of the Tender Process.
Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Smoky Lake County hereby adopts a pro-active process for Tenders and develops an effective risk management strategy on the Tendering Process that is applied consistently, fairly, and without favor on the appointment of a preferred supplier or vendor.
1.2	The Tendering Process is to ensure that all bidders are treated fairly and equally.
2. OBJECTIVE:	
2.1	To ensure that in acquiring services and construction works, Smoky Lake County strives for the lowest prices consistent with the quality and performance specified to result in the best value for the overall benefit of the County.
2.2	To ensure that the marketplace has access, competition and fairness to the County's bid opportunities.
2.3	To ensure that major acquisitions comply with legal requirements under the <i>Municipal Government Act</i> , the Agreement on Internal Trade (AIT), New West Partnership Trade Agreement (NWPTA), and municipal policies.
3. DEFINITION:	
3.1	Tender Process: A Tender Process or "Invitation to Tender" process is a method by which suppliers or vendors are selected for the provisions of goods and services and construction works to an organization. The process involves creating a suite of Tender Documents to manage the supplier or vendor selection process.

4. GUIDELINES:

- 4.1 All acquisitions of services and construction works shall be initiated with an "Invitation to Tender" in conformance with **Policy Statement No. 08-17: Purchasing Guidelines**.
- 4.2 All Tenders shall comply with the provisions of the New West Partnership Trade Agreement (NWPTA).
- 4.3 All Tenders shall be posted on the Alberta Purchasing Connection.
- 4.4 All Tenders shall be published in the newspaper and shall contain a Privilege Clause stating that: "The lowest or any tender may not necessarily be accepted".
- 4.5 No tenders, quotations or supply of services shall be considered from any Contractor or Vendor who has initiated a litigation process against Smoky Lake County.

5. PROCEDURES:

5.1 Tender Submissions:

- 5.1.1 Tender submissions will be accepted only by hand-delivery to the Smoky Lake County Central Office as per the specifications outlined in the Tender Documents.
- 5.1.2 No Mail, E-Mail or Fax submissions will be allowed.
- 5.1.3 Tender Deposit – Tender must be accompanied by a certified cheque or bid bond made payable to Smoky Lake County in the amount of **ten percent (10%)** of the total sum tendered for the work.
- 5.1.4 Any Tender Process undertaken by Engineering or other Consulting Firm, on behalf of Smoky Lake County, shall specify any Terms, Procedures or Conditions that any necessitate variance from this Policy. Such a process shall provide to the County a written evaluation and recommendation from the consultant.

5.2 Tender Closing:

- 5.2.1 All Tender Closings for Smoky Lake County shall be **2:00:00 P.M., current Mountain Time**.
- 5.2.2 The Designated Clock used as the time recording device for closing date of Tenders is located by the Receptionist Desk at the front counter.
- 5.2.3 All tenders shall be stamped and the time recorded on the envelope when received and handed to the Chief Administrative Officer with seals unbroken.
- 5.2.4 No tender shall be opened that has been received after the closing time specified.
- 5.2.5 No negotiating will take place with any bidder following tender closing.

5.3 Tender Opening:

- 5.3.1 The Chief Administrative Officer or designate and the Department Manager or designate relating to the Tender Project will open tenders after the closing date in Public to review and prepare an Evaluation Summary, as per **Schedule "A": Evaluation Summary** to be presented at a Council Meeting for awarding the Tender.
- 5.3.2 The Chief Administrative Officer or designate shall ensure that tenders are:
 - 5.3.2.1 Received by the date and time due.
 - 5.3.2.2 Return to the tender applicant with a covering letter, if the tender is late. The seal on the late tender shall remain unbroken. A photocopy of the date/time stamped envelope will be maintained for County record.

5.3.2.3 Opened to review and ensure the tender required specifications have been met and all mandatory factors are considered in comparing the tenders that meet the specifications.

5.4 **Public Bid Opening:**

5.4.1 At **2:15:00 P.M.**, following the Tender Closing, a Public bid opening shall be held. All on-time sealed bids received will be opened to the public in an effort to ensure that all vendors are treated equitably, and that the integrity of the tender process is maintained.

5.4.2 The following disclosure of information will be read at public bid opening:

- Bid request number and procurement project description.
- The name of the Company.
- Disclosure of price-related amount(s) of the total bid.
- Whether or not a surety is enclosed.

5.4.3 All bids amounts and surety details will be recorded on an unofficial bid summary sheet – *Schedule “B”*: **Unofficial Bid Summary** as they are read out.

5.4.4 All bids recorded on the unofficial bid summary sheet shall be subject to verification, analysis, and recommendation.

6. **TENDER DOCUMENTATION**

Tender Documents given to all prospective bidders shall contain the following information:

6.1 **INVITATION TO TENDER**

Identifies the Procurement Project Description and Project Number, Submission information and requirements and a brief outline on the Scope of Work to be undertaken.

6.2 **INSTRUCTIONS TO TENDERS**

Provides information and clarification to the bidders' responsibilities for the preparation, specifications and requirements, terms and conditions, and submission of the Tender.

6.3 **CONTRACT:**

6.3.1 A contract format with General Terms and Conditions, Special Terms and Conditions and Scope of Work sections that flow from the Tender Documents and form the basis of the written agreement between two parties.

6.3.2 A final decision is made by Council to award the contract to the supplier or vendor that best meets all the criteria specified.

6.4 All Tender Documents along with bid bonds and any other documents relevant to tender awarding must be submitted together by the bidder at the time of bid submission, such as proposed addendums to the Contract.

7. **EVALUATION CRITERIA**

7.1 The County shall examine all Tender documents and will enumerate the criteria with assigned points upon which the bidders will be evaluated.

7.1.1 Bids received without Tender Deposit and Surety shall be immediately disqualified.

7.2 The basis of the selection evaluation criteria is a maximum number of points on the following areas:

7.2.1 20 Points: Price. (subtract 1 Point for each 2% over Budget cost).

- 7.2.2 20 Points: Previous Experience.
- 7.2.3 15 Points: Timing and Completion.
- 7.2.4 10 Points: Equipment
- 7.2.5 15 Points: Safety Record.
- 7.2.6 10 Points: Positive References / Referrals from previous clients either as provided by the bidder or sought and attained by the County.

90 Points – Total

7.3 The net scores for all compliant bids shall be reported to Council.

8. TENDER AWARD

- 8.1 A tender award decision may be made by County Council after the County has had an opportunity to examine and evaluate all tenders in detail; tentatively *Date will be specified by County and listed at the time of issuing the Tender.*
- 8.2 Complies with the conditions of the tender and have been properly completed and signed.
- 8.3 The acceptance of the Tender shall bind the successful Bidder to execute a Contract with the County.
- 8.4 All other documents relevant to the Contract (e.g., Performance Bonds, Verification of Insurance, etc.) must be submitted to the County prior to execution of the Contract.


SCHEDULE "A"



EVALUATION SUMMARY

Tender Project No: _____ **Project Name:** _____

Evaluation Criteria	POINTS	Bidder: _____ Fax: _____	Bidder: _____ Fax: _____	Bidder: _____ Fax: _____
		_____, Alberta	_____, Alberta	_____, Alberta
Price Subtract 1 point for each 2% over Budget cost	20			
Previous Experience	20			
Timing and Completion	15			
Equipment	10			
Safety Record	15			
Positive References/ Referrals from previous clients either as provided by the bidder or sought and attained by the County.	10			
	90 Points	Points: _____	Points: _____	Points: _____
TOTAL		\$ _____	\$ _____	\$ _____

SCHEDULE "B"		
	Box 310 4612 McDougall Drive Smoky Lake, AB T0A 3C0 Phone: 888.656.3730 Fax 780.656.3768	UNOFFICIAL BID SUMMARY
Tender Project No: _____		Project Name: _____
TENDER OPENING DATE: _____ Subject to verification, analysis and recommendation		
Tender Opening Time: 2:15:00 P.M.	BID	SURETY
Company: _____	\$ _____	
Company: _____	\$ _____	
Company: _____	\$ _____	
Tender Opening Closed: Time ____ P.M.	Total Submission: _____	
ATTENDANCE RECORD: NAME: _____ POSITION: _____ TITLE: _____ NAME: _____ POSITION: _____ TITLE: _____ NAME: _____ POSITION: _____ TITLE: _____ NAME: _____ POSITION: _____ TITLE: _____ NAME: _____ POSITION: _____ TITLE: _____		

Carried.

Policy Statement No. 01-38-01: Smoky Lake County Strategic Plan: 2012 - 2014
 838-12: Bobocel That **Policy Statement No. 01-38-01** entitled "Smoky Lake County Strategic Plan: 2012 - 2104", be adopted:

Purpose:	The Strategic Plan is the principle guiding document for governance, community development and service delivery for the County. Smoky Lake County continually strives to make the County a safe and vibrant community to live, work, and play.
Policy Statement and Guidelines:	
1. PREAMBLE: 1.1 Strategic Planning is a process through which Council determines the municipality's long-term vision and goals, and developing the action plan for achieving those goals. 1.2 The Strategic Plan supports Council's vision for sustainable community development and continued economic growth. It also is a good method for Council and Administration to communication strategic priorities to citizens, thereby providing direction for internal operating departments to align their service delivery channels with these priorities.	
2. MISSION STATEMENT: Smoky Lake County strives for excellence in the provision of transparent and fiscally responsible governance and government services to local residents.	
3. GUIDELINES: 3.1 The Strategic Plan as per <i>Schedule "A": Strategic Plan 2012-2014</i> serves as the foundation on which the County's work plans and annual budgets are developed. Strategic Plan 2012 – 2014 shall be an exhibit to this policy. 3.2 The Plan is a "living document" and therefore amendments or updates may be required to ensure that it remains consistent with the current needs of the community. 3.3 Core Strategy Areas: ■ Governance	

- Social Services, Arts and Culture
- Economic Development
- Physical Environment
- Built Environment

4. IMPLEMENTATION:

- 4.1 The County will consider and follow the priorities of the Strategic Plan when creating budgets and work plans.
- 4.2 County Council will hold quarterly meetings entitled “**County Council Strategic Plan Meeting**”.

5. REPORTING:

5.1 At Council’s yearly budget deliberations the Action Plan for the upcoming year will be reviewed as per **Schedule “B”**: **Action Plan Template**.

5.1.1 The Action Plan will help provide useful information at the County’s annual budget deliberations, since the strategic direction and goals should drive funding decisions.

5.1.2 The Action Plan will be adopted annually during the budget process by County Council resolution.

5.2 The attached **Schedule “C”**: **Quarterly Progress Report Template** will serve as the as the tracking tool to measure the Plan’s success and shall be adopted by County Council at its County Council Strategic Plan Meeting by resolution.

5.2.1 The Quarterly Report will be prepared and reported as follows:

<u>2012</u>	<u>Report to Council</u>
October – December	January 2013
<u>2013</u>	<u>Report to Council</u>
January - March	April 2013
April – June	July 2013
July – September	October 2013
October – December	January 2014
<u>2014</u>	<u>Report to Council</u>
January - March	April 2014
April – June	July 2014
July – September	October 2014
October – December	January 2015

5.2.2 **Preparation:**
The preparation and compilation of the Quarterly Report will continue to be an ongoing priority for the County.

5.2.3 **Report to Council:**
5.2.3.1 The Quarterly Report will be presented to Council as indicated in this policy.
5.2.3.2 The Quarterly Report will contain updates from the 4th Quarter of 2012 to 4th Quarter 2014 in one continuous document until the end of the Strategic Plan. This will assist with the monitoring and success of the Strategic Plan.

5.2.4 **Release:**
To assist with communication of the Strategic Plan, following Council’s adoption of each Quarterly Report, the report will be released to the public via the County’s website (www.smokylakecounty.ab.ca). Hard copies can be made available upon request.

6. MONITORING:

- 6.1 Smoky Lake County will continue to monitor and evaluate its operations and budgeting to ensure alignment with the strategic vision and goals that are established in the Strategic Plan 2012-2014.
- 6.2 A “Quick Reference Guide” has been included in the Strategic Plan to assist the decision-making process for the municipality in years to come.

**Policy 01-38-01
SCHEDULE "A"**

Smoky Lake County



Strategic Plan 2012-2014



**Policy 01-38-01
SCHEDULE "A"**

Adopted by Council: September 27, 2012

Smoky Lake County
Strategic Plan
2012-2014

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2012 Smoky Lake County Photo Contest Results

Thank you to all participants whom submitted their photos for the 2012 Smoky Lake County Photo Contest!

We are privileged and proud to have so many talented photographers in our community who captured their vision and favourite places in Smoky Lake County.

At this time, we would like to congratulate and acknowledge the winners of the Photo Contest as follows:

FRONT COVER PAGE

(left to right)

1. © Mona Daub Photography	2. Mary Lou Doshwenek	3. Bob Heinz
Strategic Plan 2012-2014		
4. Dwayne Goreniuk	5. Bernice Heinz	6. Rose Lyle

BACK COVER PAGE

(left to right)

7. Noreen Easterbrook	8. Bernice Heinz	9. John Malysh
General Inquiries		
10. Dwayne Goreniuk	11. Rose Lyle	12. Doug Ponich

COPYRIGHT NOTICE

With regard to winning photographs, the entrant retains copyright. By submitting any photograph to this contest, the entrants of winning photographs grant Smoky Lake County a royalty-free, world-wide, perpetual, non-exclusive license to display, distribute, reproduce, and create derivative works of the entries, in whole or in part, in any media now existing or subsequently developed, for any Smoky Lake County purpose, including, but not limited to advertising and promotional materials, its website, exhibition, and commercial products. Smoky Lake County will not be required to pay any additional consideration or seek any additional approval in connection with such uses. Winning entrants are required to sign a release containing the above conditions.



**STRATEGIC PLAN
2012 - 2014**

SMOXY LAKE COUNTY

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MESSAGE FROM COUNCIL



Back Row (from Left to Right):

Councillor Ron Bobocel - Division 2, Reeve Dareld Cholak - Division 1, Cory Ollikka, Chief Administrative Officer
Councillor Randy Orichowski - Division 5, Councillor Rick Cherniwchan - Division 3

Front Row (from Left to Right):

Lydia Cielin, Assistant Chief Administrative Officer, Councillor Lori Danyluk - Division 4

Smoky Lake County Council is pleased to present you with the 2012-2014 Smoky Lake County Strategic Plan. Strategic Planning is a process through which Council conveys our vision and priorities for the Smoky Lake community. This strategic plan supports Council's vision for sustainable community development and continued economic growth. The plan will guide Council and Administration to ensure that the County has the capacity, tools, systems, and staffing in place to provide leadership and deliver sustainable municipal services.

The Strategic Plan guides the activities of departments responsible for delivering services and infrastructure that County residents depend on.

The plan identifies core strategy areas that will guide the behaviour of Administration throughout the next three years by providing direction during the development and implementation of departmental business plans, the County's financial planning and budgeting processes. The Plan establishes goals, achievable objectives and strategic action items to ensure that all departments are working towards achieving the vision set forth in the Plan.

In order to measure how successfully the plan is implemented each year we have also established a program for reporting and monitoring actions taken to implement the Plan. A Quarterly Report will help Council to ensure that Administration is working towards achieving strategic plan goals and objectives.

We hope that you will share our enthusiasm for this document, and that your contributions will assist us in achieving the desired outcomes. To ensure that the Plan is dynamic and responsive to changes in the community and the larger region, the Plan will continue to be reviewed internally and revised on an annual basis.

INTRODUCTION

Smoky Lake County is a growing rural community located just over an hour northeast of Edmonton in Alberta's beautiful Lakeland District. The regional economy has historically been based on agriculture and forestry; however, in recent years resource extraction industries have become a more significant economic driver. The County's close proximity to Alberta's Industrial Heartland has resulted in an increase in residential development within the region.

The Smoky Lake region provides residents with excellent community services including access to health care, emergency services, K-12 schools, various community programs and services as well as an abundance of natural recreation areas and trail networks which contribute to the high quality of life and active lifestyle enjoyed by County residents.

This Strategic Plan, which also functions as the County's Sustainability Plan, identifies Five Core Strategy Areas:

- 1.0 Governance
- 2.0 Social Services, Arts & Culture
- 3.0 Economic Development
- 4.0 Physical Environment
- 5.0 Built Environment

The County recognizes that achieving success in these Five Core Strategy Areas is fundamental to providing sustainable economic development, socially responsible governance and sound environmental stewardship throughout the region. Within each Core Strategy Area *goals* and *strategic action items* have been identified to provide Council and Administration with tools for implementing the Plan and measuring successes.

This strategic plan provides a sense of stability for Council, Administration, County residents, businesses and organizations. By setting a long term vision and defining the path to get there, the Plan focuses County efforts and investments to not only meet the needs of current and future residents but to strive through innovation and strong leadership to exceed local expectations and provide the community with governance and local government services that instill pride of place in all County residents.

The Strategic Plan was approved by County Council on September 27, 2012.

MISSION STATEMENT:

Smoky Lake County strives for excellence in the provision of transparent and fiscally responsible governance and government services to local residents.

GUIDING VALUES:

- ❖ To provide *high quality, cost effective services* and *facilities* to area residents in a timely manner.
- ❖ To provide *fair* and *equitable* governance.
- ❖ To develop and maintain *vibrant* and *sustainable communities*.
- ❖ To encourage *economic growth* through sound planning and the consistent provision of transparent and efficient government services.
- ❖ To be *accessible*.
- ❖ To be *accountable*.
- ❖ To *advocate* to higher levels of government on behalf of residents and tax payers.



County Public Works Shop located at 5004-50 Street in the Town of Smoky Lake.



Administration Office located at 4612 McDougall Drive in the Town of Smoky Lake.

STRATEGIC PLANNING PROCESS OUTLINE

The 2012-2014 Strategic Plan reflects the current Council's values, goals and objectives based on the needs of the community. This plan is intended to set the direction for the County and it will also determine how the organization and its resources will be directed toward accomplishing these goals over the next few years. It is important to realize that this is a "living document" and therefore amendments or updates may be required to ensure that it remains consistent with the current needs of the community.

The Plan identifies five core strategy areas; Governance, Social Services, Arts & Culture, Economic Development and Physical Environment. Within each core area; goals, desired outcomes, and strategies will be identified which will guide Administration in implementing the plan. The Core Strategy areas are representative of the areas that had the best and most widespread support with the community.

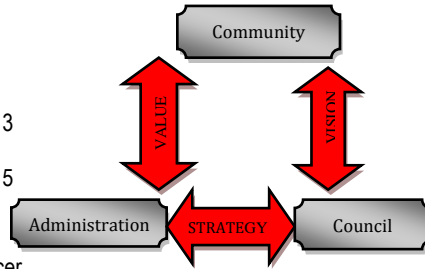
Feedback was collected through informal meetings between Council and ratepayers. A draft of the Plan was made available on the County website and at the County Office. Residents were encouraged to provide comments on the draft plan.



OUR STRATEGIC PLANNING TEAM

COUNCIL

- Reeve Dareld Cholak, Division 1
- Councillor Ron Bobocel, Division 2
- Councillor Rick Cherniwchan, Division 3
- Councillor Lori Danyluk, Division 4
- Councillor Randy Orichowski, Division 5



ADMINISTRATION

- Cory Ollikka, Chief Administrative Officer
- Lydia Cielin, Assistant Chief Administrative Officer
- Brenda Adamson, Finance Manager
- Aline Brousseau, Planning and Development Manager
- Doug Ponich, Public Works Manager
- Bob Novosiwsky, Road Foreman
- Dave Franchuk, Environmental Operations Manager
- Kurt Holdis, Agricultural Fieldman
- Scott Franchuk, Fire Chief
- Ed English, Peace Officer/Deputy Fire Chief & Recreation Manager
- Trevor Tychkowsky, Safety Officer & Director of Emergency Management
- John Malysh, Natural Gas Manager
- Dave Kully, Shop Foreman
- Arlene Shwetz, Communication Services Coordinator

CONSULTANT

Jane Dauphinee, Municipal Planning Services (2009) Ltd.



ROLES AND RESPONSIBILITIES

COUNCIL'S ROLE

Smoky Lake County Council is responsible for governance and policy setting in the County through the establishment of programs and service delivery priorities. Policy decisions are based on efficient and effective use of financial resources to achieve maximum benefits for County residents. Council balances the needs and expectations of residents in a financially responsible manner and is accountable to the community.

Through the implementation of this Strategic Plan, Smoky Lake County Council will:

- ❖ ensure Administration is provided with sufficient resources to achieve strategic goals and strategies;
- ❖ set policies that align with the strategic plan;
- ❖ forge strong, strategic relationships with partners;
- ❖ maintain safe and vibrant communities;
- ❖ review progress and performance to track the success of the plan; and
- ❖ review the strategic direction on a regular basis and ensure that the plan is responsive to pressures in the local, regional and global environment.



ADMINISTRATION'S ROLE

Smoky Lake County Administration is responsible for implementing Council's Strategic Plan through solid business planning, resource management and service provision. Administration's role is to ensure sufficient capacity within the organization to deliver municipal services as established by Council.



Through the implementation of Council's Strategic Plan, Smoky Lake County Administration will:



- ❖ facilitate the implementation of Council's vision and goals;
- ❖ develop and maintain administrative processes, such as work plans and a municipal budget that complement Council's Strategic Plan;
- ❖ ensure current services and programs align with the Strategic Plan; and
- ❖ implement, maintain and assess service delivery and service levels as set out by Council.

CORE STRATEGIES SUMMARY

1.0 GOVERNANCE

- 1.1 Municipal Service Delivery
- 1.2 Human Resources
- 1.3 Communications, Marketing & Partnerships
- 1.4 Land Management
- 1.5 Financial Resources

2.0 SOCIAL SERVICES, ARTS & CULTURE

- 2.1 Family and Community Support Services
- 2.2 Protective Services and Fire Services
- 2.3 Parks and Recreation
- 2.4 Heritage Resources

3.0 ECONOMIC DEVELOPMENT

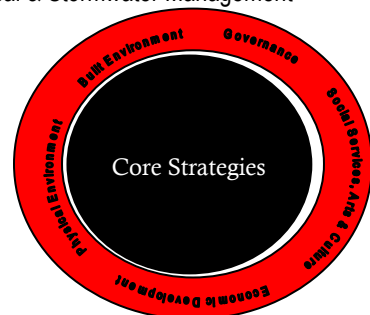
- 3.1 Retention
- 3.2 Attraction
- 3.3 Expansion
- 3.4 Growth Management
- 3.5 Tourism

4.0 PHYSICAL ENVIRONMENT

- 4.1 Ground & Surface Water
- 4.2 Ecosystem health
- 4.3 Working Landscapes

5.0 BUILT ENVIRONMENT

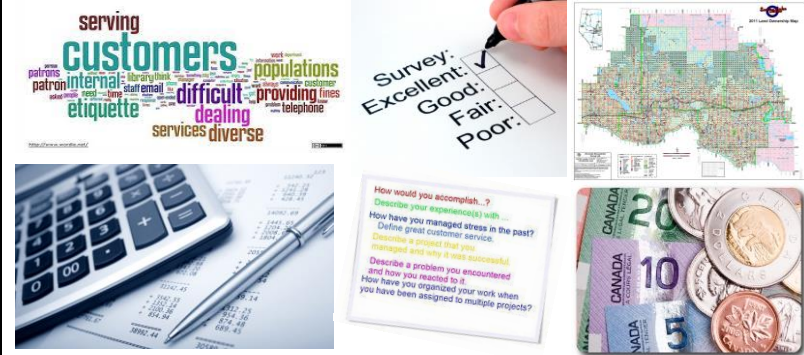
- 5.1 Roads, Sewage Disposal & Stormwater Management
- 5.2 Potable Water
- 5.3 Hamlet Infrastructure
- 5.4 Gas Utility
- 5.5 Telecommunications



STRATEGY 1: GOVERNANCE

Good governance is essential to realizing the County’s strategic planning goals. Relationships built, decisions made, and actions taken by Council and Administration affect whether or not the County is an economically, socially, and environmentally sustainable community.

Governance, (not to be confused with government), refers to the environment and institutions in which the government functions as well as the County’s relationships with stakeholders and the broader community. As the County moves forward it will be important to build on a strong governance base that has been established to increase the County’s capacity to foster sustainable development through transparent and responsible governance practices.



1.1 MUNICIPAL SERVICE DELIVERY

Current Reality:

Smoky Lake County provides fair, equitable and high quality services to all County residents. The County provides a broad range of support to community groups and local service providers in order to maintain and expand the quality of services available to County residents. Communication between the County (including individual municipal departments), community groups, local service providers and area residents for the request and provision of services and assistance is excellent.

Goal 1.1.1

The County provides high quality services to residents in a cost effective manner.

Desired Outcome	Continually strive to improve the quality of service provided to residents	
Current Strategic Action Item	Lead Role	
a. Explore Grant Funding Opportunities.	Council; Department Heads; Finance	
b. Ensure that staffing levels are appropriate to meet the expected levels of service.	Council; CAO	
c. Maximize the utilization of staff and equipment.	Department Heads	
d. Maintain equal service fee provisions within the County’s service fee policies.	Senior Administration	
e. Develop and maintain action lists to distribute to managers after each Council Meeting.	Senior Administration	
f. Department heads will provide monthly reports to Council.	Department Heads	
g. Hold weekly management meetings to review ongoing projects and the utilization of manpower and equipment.	Senior Administration	
h. Develop and implement an annual service delivery survey.	Communications	
New Strategic Action Item		
i. Utilize cross-training throughout the organization to improve employee efficiency.	Department Heads	
k. Hold department operations meetings every second month	Council; Department Heads	
l. Refer development applications for comments within the organization.	Planning & Development	

1.2 HUMAN RESOURCES

Current Reality:

The strong, community-oriented work ethic of municipal employees mirrors the work ethic of the larger Smoky Lake Community. Human Resources processes within the County Organization are fair, equitable and built on collective agreements. County staff members are trained to be flexible in their roles and handle multiple tasks at once in order to increase institutional efficiencies.

Goal 1.2.1

Ensure that the County has fair and equitable human resources policies and practices.

Desired Outcome		The County's human resources practices are inclusive, transparent and consistent.
Current Strategic Action Time		Lead Role
a.	Review employee workloads annually to ensure that workloads are balanced	CAO; Department Heads
b.	Regularly review OH&S (Occupational Health & Safety) policies.	Safety Officer
New Strategic Action Item		
c.	Develop policies and procedures for hiring.	CAO
d.	Improve new employee orientation programs and processes.	CAO
e.	Provide apprenticeship opportunities for employees.	Department Heads
f.	Investigate that programs are in place for stress management and ensure that employees are made aware of available programs and services	Finance

1.3 COMMUNICATIONS, MARKETING & PARTNERSHIPS

Current Reality:

Smoky Lake County continues to strive to improve the County's name recognition and public exposure through the use of social media forums. The County has strong partnerships and consistent lines of communication with neighbouring municipalities, community service providers, local user groups and regional services.

Goal 1.3.1

The County's communications strategy and practices foster new relationships and strengthen existing relationships with regional, provincial and federal partners.

Desired Outcome		The County's communications strategy is well structured, focused and innovative.
Current Strategic Action Time		Lead Role
a.	Cooperate with regional partners and explore opportunities for regional services.	Council; Senior Administration
b.	Continue regional partnerships such as JEDI (Joint Economic Development Initiative), Regional Water Commission, and ASB Environmental Stream Partnership.	Council; Senior Administration
c.	Utilize innovative communication tools to improve name recognition, the distribution of information and opportunities for communicating with residents	Communications
New Strategic Action Item		
d.	Improve the County's capacity for developing and implementing a communications strategy by hiring a Communications Services Coordinator.	Council; Senior Administration
e.	Develop a Communications Plan.	Communications; Senior Administration

1.4 LAND MANAGEMENT

Current Reality:

Smoky Lake County is committed to maintaining statutory plans and a Land Use Bylaw that reflects the vision and needs of existing and future County residents. Land use planning efforts in the County strive to preserve unique local resources that benefit the County as a whole, while also responding to the realities of local development pressures. Development approval processes in the County are regularly reviewed to ensure that they are consistent, efficient and affordable for local residents.

Goal 1.4.1

Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region.

Desired Outcome 1 The County's land use planning documents are: consistent, up-to-date and reflect the County's strategies and sustainability goals.		
Current Strategic Action Time		Lead Role
a.	Establish a balance of commercial, industrial, residential and recreational land uses in the County.	Planning & Development
b.	Focus growth around current or planned infrastructure.	Planning & Development
c.	Explore government grants available for planning related initiatives.	Planning & Development
d.	Review the County's MDP (Municipal Development Plan) and LUB (Land Use Bylaw).	Council; Planning & Development
e.	Review the need for ASPs (Area Structure Plans) within the County.	Council; Planning & Development
New Strategic Action Item		
f.	Explore opportunities for developing IDPs (Inter-municipal Development Plans) with neighbouring municipalities.	Planning & Development
g.	Create a Planning and Development Handbook to aid with developing lands in the County.	Planning & Development
h.	Explore opportunities to expand access of GIS (Geographic Information System) Webmap and make available to the public via the County's website.	Planning & Development
i.	Assess and identify heritage resources and opportunities for compatible future development adjacent to recognized heritage assets within the County by preparing an ASP (Area Structure Plan) for the Victoria Trail area.	Council; Planning & Development

Desired Outcome 2 Statutory Plans and bylaw regulations are consistent with subdivision and development decisions trends.		
Current Strategic Action Time		Lead Role
a.	Monitor number of applications for development, subdivision, land use bylaw amendments, statutory plan amendments and variances in the County.	Planning & Development
b.	Track planning related applications digitally.	Planning & Development
c.	Bring forward amendments to statutory and non-statutory plans for Council's consideration as new applications are received.	Planning & Development

1.5 FINANCIAL RESOURCES

Current Reality:

Smoky Lake County provides high level services to local residents and maintains low mill rates, taxes and user service fees. The County maintains its finances very well by maximizing grant funding opportunities, maintaining minimal debt, utilizing an efficient budgeting process, and having well managed reserves. The county is committed to improving communication with local residents regarding financial resources in the municipalities.

Goal 1.5.1

Smoky Lake County is fiscally responsible and financially sustainable.

Desired Outcome Planning and policy documents are comprehensive in scope and reviewed regularly to encourage fiscally responsible financial management practices.		
Current Strategic Action Time		Lead Role
a.	Review fees and mill rates on a regular basis to ensure that the County's fees and rates are competitive with other rural Alberta municipalities.	Finance
b.	Maximize sources of revenue (taxes, grants, service fees).	Finance
c.	Monthly reporting of actual costs vs. budgeted costs are prepared for Council to help identify fluctuations.	Finance
New Strategic Action Item		
d.	Implement and regularly review a 15 year capital and infrastructure plan as well as a 3 year financial plan in order to help structure budget decisions and ensure that the County incurs minimal debt.	Council; Senior Administration; Finance
e.	Improve communication with ratepayers regarding meeting dates and budget highlights.	Council; Finance; Communications

STRATEGY 2: SOCIAL SERVICES, ARTS & CULTURE

Social assets of a community such as social services, arts and culture are often described as a community's soft infrastructure systems. They refer to family and community services, protective services, parks and recreation as well as heritage resources.

These systems and factors increase the quality of life for all community members and strongly influence the attractiveness of the County as a place to live, work and play.



2.1 FAMILY AND COMMUNITY SUPPORT SERVICES

Current Reality:

Smoky Lake County values the individuals and groups in the region that make our communities better places to live. The County assists local community groups and organizations to acquire grants to support their endeavors. The local doctor recruitment committee that the County is a participant in has been successful in ensuring that the provision of health care in the region is of high quality. Smoky Lake County is committed to improving support to new and changing families through the establishment of social programs and new housing opportunities.

Goal 2.1.1

The diverse range of housing opportunities, community groups and organizations within the County contribute to the community's vibrancy and provide opportunities for residents to thrive within the County during every phase of their lives.

Desired Outcome 1 Smoky Lake County supports and encourages community groups and organizations working to improve family and community services.		
Current Strategic Action Time		Lead Role
a.	Continue working collaboratively with regional partners on the doctor retention and recruitment committee.	Council
b.	Support and value the Family School Liaison Committee (FSLC) through the provision of grant contributions to Family and Community Support Services (FCSS).	Council
c.	Collaborate with community groups organizations and the provincial government to improve community social service opportunities within the region.	Council; FCSS
New Strategic Action Item		
d.	Recognize and celebrate community volunteers and volunteer organizations.	Senior Administration
e.	Develop policies for allocation of grant funding, administrative support and advertising opportunities for community groups.	Council; Finance Senior Administration;
f.	Encourage County youth to be civic minded, contributing members of the community by providing opportunities for youth in the County to learn about governance and municipal administration.	Council; Senior Administration
Desired Outcome 2 There is a diverse range of opportunities for housing within the County that enable community members to remain within the region and prosper during every phase of their lives.		
Current Strategic Action Time		Lead Role
a.	Continue to support the Foundation Board in their efforts to provide housing throughout the region.	Council
b.	Advocate on behalf of County residents to ensure the provision of high quality, provincially subsidized health and community services for all community members within the region.	Council; Senior Administration
New Strategic Action Item		
c.	Ensure flexibility in lot sizes and residential density in the County's Land Use Bylaw to encourage diversity and affordability in the range of housing types and styles available within the County.	Council; CAO; Planning and Development

2.2 PROTECTIVE SERVICES AND FIRE SERVICES

Current Reality:

Smoky Lake County is home to a first rate fire department with well trained staff and volunteers who are outfitted with modern equipment. The fire department has strong partnerships with the high school and local employers to ensure that volunteers are available at all times. The County is committed to improving fire services in the region. The County communicates well with the RCMP through the local RCMP liaison. Bylaw enforcement is well managed by the County. Disaster plans are reviewed annually.

Goal 2.2.1

Protective Services and Fire Services within the County provide high level service to the region as a result of excellent management, funding and recruitment practices and commitment from volunteers.

Desired Outcome		Protective Services and Fire Services have up-to-date equipment, training and communication practices.
Current Strategic Action Time		Lead Role
a.	Regularly communicate with the RCMP and the RCMP liaison.	Council; Protective Services
b.	Ensure that the fire department has reliable up-to-date equipment and training opportunities.	Council; Fire Chief
c.	Ensure that protective services department has reliable up-to-date equipment and training opportunities.	Council; Protective Services
New Strategic Action Item		
d.	Conduct an assessment of the County's enforcement and fire capacity to determine the level of service that can be reasonably be provided and inform budgeting decisions.	Council; Protective Services; Fire Chief
e.	Encourage succession planning and mentorship programs within protective services department to maintain a high, consistent level of service.	Protective Services
f.	Encourage the incorporation of Fire Smart practices in new developments.	Fire Chief; Planning and Development
g.	Regularly review the Regional Disaster Plan.	Director of Emergency Management

2.3 PARKS AND RECREATION

Current Reality:

Parks, recreation facilities and trails within the County are well maintained and provide residents and visitors with excellent recreation opportunities. Local provincial parks, lakes, and the Iron Horse Trail provide the County with unique and valuable recreation assets. Communication with the public could be improved to inform residents and visitors of existing recreation opportunities in the County.

Goal 2.3.1

The County's parks and recreation areas are well utilized assets that contribute to the high quality of life experienced by County residents and to the prosperity of the region.

Desired Outcome		Parks and recreation facilities within the County are well utilized, well maintained and meet or exceed the needs of the local community and visitors.
Current Strategic Action Time		Lead Role
a.	Support the Iron Horse Trail through the County's involvement in North East Muni-Corr Ltd (Muni-Corr).	Council
b.	Maintain, expand, and improve parks and recreation resources with the County on a regular basis.	Parks & Recreation; Agricultural Department
c.	Work with user groups to promote as well as to provide and maintain staging areas, trails, campgrounds and other recreation facilities throughout the County.	Council; Parks & Recreation
d.	Encourage the development of motorized, non-motorized and multi-mode trail networks throughout the County.	Council; Parks & Recreation
e.	Encourage developers to incorporate trails systems and open space areas into multi-lot country residential developments.	Council; Parks & Recreation; Planning & Development
New Strategic Action Item		
f.	Work with user groups to survey user needs.	Communications
g.	Prepare a Recreation Master Plan.	Parks & Recreation; CAO, Council; Planning & Development

h.	Consider the impact of new recreational developments on adjacent land uses and adjacent land owners.	Council; Parks & Recreation; Planning & Development
i.	Explore opportunities for the development of specialized accommodations to target users of the County's extensive trail networks to encourage visitors to prolong their visits to the County.	Council; Parks & Recreation ; Economic Development
j.	Encourage awareness of County's recreation facilities to increase utilization.	Parks & Recreation; Communications
k.	Implement disaster planning assessments and practices for the recreation and recreation resort areas within the County.	Fire Chief; Safety Officer ; Environmental Operations

2.3 HERITAGE RESOURCE

Current Reality:

Smoky Lake County is home to nationally, provincially, and municipally recognized historic sites. The County values heritage resources and is committed to protecting and promoting these sites through the development of heritage resources inventory, and through cooperation with the Smoky Lake County Regional Heritage Board. Funding acquisition from provincial and federal governments to preserve and enhance heritage assets can be improved.

Goal 2.4.1

The County recognizes heritage resources as a valuable asset and works collaboratively with community, provincial, and federal partners to promote and maintain heritage assets throughout the County.

Desired Outcome		The County has productive and collaborative working relationship with heritage partners.
Current Strategic Action Time		Lead Role
a.	Work collaboratively and cooperatively with the Smoky Lake County Regional Heritage Board to promote heritage resources.	Planning & Development; Council
b.	Assess and identify heritage assets and opportunities for compatible future development.	Council; Planning & Development
New Strategic Action Item		
c.	Create an inventory listing for public viewing of the County's historical sites that may be used to promote awareness of the County's rich cultural history.	Planning & Development
d.	Work with Smoky Lake County Regional Heritage Board and its consultant to create and implement the Heritage Management Plan.	Planning & Development

STRATEGY 3: ECONOMIC DEVELOPMENT

As the costs of living, operating a business and providing municipal services increase, the County will need to identify priority spending areas in order to balance community needs. Essential to the County's long-term financial sustainability and affordability is the ability to expand the tax base and achieve a reasonable balance between residential and commercial/ industrial tax assessments. The benefits of such a strategy are two-fold:

1. providing additional municipal revenue; and
2. creating local employment opportunities.

Building on these benefits, being innovative and remaining competitive in the regional economy – both at the regional and municipal level – will be central to County's success in attracting new development and supporting existing businesses. The County's economic development strategy includes objectives and strategies for: retention, attraction, expansion, growth management and tourism



Population and dwelling counts	Smoky Lake County, MD
Population in 2011 ¹	3,910
Population in 2006 ¹	3,357
2006 to 2011 population change (%)	16.5
Total private dwellings ²	1,920
Private dwellings occupied by usual residents ³	1,481
Population density per square kilometre	1.1
Land area (square km)	3,412.81

Source: Statistics Canada, 2011 Census of Population
(Statistics includes population from metis settlements. Smoky Lake County's current population is 2716.)

3.1 RETENTION

Current Reality:

Smoky Lake County supports local economic development by establishing low fees (including no fees for business licenses), maintaining a competitive commercial mill rate, and through participation in the JEDI (Joint Economic Development Initiative).

Goal 3.1.1

The vibrancy and quality of life enjoyed by County residents is directly impacted by the success of local businesses. Local businesses within the County provide residents with diverse services and prosper as a result of the County's commitment to assisting businesses in all aspects of business development and promotion.

Desired Outcome		The County collaborates with local and regional partners to promote local businesses and assist entrepreneurs in all aspects of business development.
Current Strategic Action Time		Lead Role
a.	Promote the County's competitive business fundamentals and advantages relative to other rural municipal jurisdictions within the Alberta Capital Region and Northeastern Alberta.	JEDI Committee; CEDO
b.	Maintain a competitive tax and regulatory framework and high-quality infrastructure that support business retention and growth of existing businesses and industry.	Council; CAO ; Finance; CEDO
c.	Through its active participation in JEDI, the County provides business counselling, mentoring and capacity-building services to local businesses and entrepreneurs.	JEDI Committee; CEDO
d.	Participate in key regional trade shows and conferences to promote and showcase local businesses and industry.	JEDI Committee; CEDO
e.	Improve the awareness of local business capabilities and opportunities to help grow local businesses and support youth entrepreneurship.	JEDI Committee; CEDO
f.	Ensure that JEDI/County economic development programming is well-targeted to the current and emerging needs of businesses.	JEDI Committee; CEDO
New Strategic Action Item		
g.	Explore additional opportunities for buy local programs and initiatives and for developing cost-competitive vendor/service provider capacity within the County.	CAO; CEDO
h.	Support agricultural operations including small and medium scale family farms that represent the strong agricultural history of the area through land use policies and regulations.	Council; CEDO ; JEDI Committee; Planning & Development

3.2 ATTRACTION

Current Reality:

The County actively works to attract new businesses through promotion at provincial trade shows and on the County's website. The County's economic development officer works within the region to attract new businesses.

Goal 3.2.1

The County's collaborative relationships with local/regional partners and development ready attitude to new businesses support sustainable economic growth throughout the Smoky Lake Region.

Desired Outcome		The County works collaboratively with local/regional partners to attract new businesses to the Smoky Lake Region.
Current Strategic Action Time		Lead Role
a.	Continue to be an active participant in JEDI and other regional partnerships and alliances where the relationship provides direct and tangible benefits for the time and financial resources committed.	JEDI Committee; CEDO; Council
b.	Regularly attend JEDI Committee meetings and strive to build relationships between committee members and the Community Economic Development Officer.	Council; CAO ; CEDO
c.	The County will continue to promote opportunities for new business attraction.	CAO; CEDO
d.	Work with regional economic and community development partnerships and alliances to encourage and attract new businesses.	JEDI Committee ; CEDO
e.	Aggressively promote available land base in order to showcase the County's many affordable and desirable locations for new development.	JEDI Committee; CEDO ; Communications
f.	Utilize social media to further promote Smoky Lake Region as a place with a lot to offer new businesses.	JEDI Committee; CEDO ; Communications

3.3 EXPANSION

Current Reality:

Smoky Lake County identifies areas for business growth and expansion in municipal planning documents to provide direction and assistance to new and existing businesses. The County's CEDO (Community Economic Development Officer) seeks to help new, existing and future businesses to capitalize on economic development opportunities in the Smoky Lake Region.

Goal 3.3.1

Smoky Lake County aggressively promotes its natural competitive advantage(s) across Northern Alberta to increase awareness and promote the range of business and industrial development and expansion opportunities within the County and across the Smoky Lake Region.

Desired Outcome	Develop and implement strategies for building brand awareness and marketing the Smoky Lake Region as an "Integrated Community of Communities" with many competitive advantages for business expansion.	
Current Strategic Action Time	Lead Role	
a.	Increase awareness and promote the range of business and industrial development opportunities within the County and across the Smoky Lake Region	JEDI Committee; CEDO ;
b.	Promote and increase awareness of the County's overall affordability and proximity to the Alberta Capital Region and other major Northern Alberta industrial centers.	JEDI Committee; Council; CAO; Finance; CEDO
c.	Promote the County's competitive business fundamentals and advantages relative to other rural municipal jurisdictions within the Alberta Capital Region and Northeastern Alberta.	Council; CAO; CEDO
d.	Increase the Smoky Lake Region's overall brand awareness to better complement and support JEDI's economic and tourism development initiatives and longer term economic/industrial development strategies.	JEDI Committee; CEDO

3.4 GROWTH MANAGEMENT

Current Reality:

Smoky Lake County manages growth through careful planning measures, such as separating and directing specific land uses, as well as providing opportunities for sustainable development. Development services, such as water lines, telecommunication, and wireless phone coverage are expanding development and business opportunities in the County. The County recognizes the importance of efficient and well maintained transportation systems, such as highways, local roads, and railways for future growth and development in the region.

Goal 3.4.1

The County recognizes that sustainable growth management is directly linked to fiscally responsible and forward thinking infrastructure management. The County values, invests in and maintains public infrastructure to provide a consistent, high level of service, to be development ready. Ensure that new development will not adversely affect service provision to the existing community.

Desired Outcome	Identify, promote and manage opportunities for sustainable growth within the County that compliments existing infrastructure and support the County's capital and financial plans.	
Current Strategic Action Time	Lead Role	
a.	Ensure that appropriate infrastructure and community/business services are in place to support new and existing development.	Council; JEDI Committee; CAO; CEDO
b.	Support and manage growth through careful and prudent planning processes, including: separating and directing land uses, in addition to identifying opportunities for growth.	JEDI Committee; CEDO; Planning & Development
c.	Encourage the operation of rail within the County to support existing and future business/industrial activity across the Smoky Lake Region.	Council; JEDI Committee; CAO; CEDO
d.	Smoky Lake Region JEDI Committee will continue to promote opportunities, bringing the key players together, identifying barriers to residential, business and industrial development, and manage and mitigate potential land use conflicts.	JEDI Committee; CEDO ; CAO
New Strategic Action Item		
e.	Proactively engage potential developers/investors/project proponents in identified opportunity areas. Inform them that the Smoky Lake Region is open for business, and facilitate the initial exchange of information and introductions to allow for joint evaluation of the potential "match."	JEDI Committee; CEDO ; Planning & Development
f.	Continue to pursue technological and communications advances to make the County more desirable for home-based and farm-based businesses.	Council; JEDI Committee; CAO; CEDO

3.5 TOURISM

Current Reality:

Smoky Lake County recognizes the importance of its waterbodies, landscape, heritage assets, highways, and recreational amenities in making the County an attractive and accessible place to live and visit. The County has begun efforts to preserve, protect, and promote these features to the benefit of local residents, visitors and tourism-based businesses. The County utilizes a wide variety of platforms to develop tourism initiatives and attract visitors to the Smoky Lake Region.

Goal 3.5.1

High-quality recreation and tourism areas and trail networks within the County support active lifestyles for residents and draw tourists to the region. The Smoky Lake Region's natural assets (lakes, rivers and parks), rich cultural and heritage resources as well as inviting local businesses make the Smoky Lake Region an exciting and welcoming destination for visitors.

Desired Outcome		Recreation and heritage assets in the County are celebrated and enjoyed by residents and visitors to the region.
Current Strategic Action Time		Lead Role
a.	Complete Regional Heritage Survey and HMP (Heritage Management Plan) to document existing heritage assets and to prepare a long term plan for ensuring the future vitality of identified heritage assets and related tourism destinations.	Council; JEDI Committee; CEDO; Planning & Development
b.	Encourage the identification and designation of national, provincial, and municipal historic sites located within the County.	Council; JEDI Committee; CAO; CEDO; Heritage Board ;Planning & Development
c.	Increase tourism and outdoor recreation activities across the Smoky Lake Region in order to increase the County's share of the overall Alberta Capital Region tourism market.	Council; JEDI Committee; CAO; CEDO
d.	Utilize the County's tourism website to promote tourism opportunities within the Smoky Lake Region to encourage more in-bound tourism and recreation activity and the development of more tourism-related business services.	JEDI Committee; CEDO; Communications
e.	Improve wayfinding throughout the County to increase awareness of the County's recreation and heritage resources	JEDI Committee; CEDO
f.	Encourage tourism in the region through continued involvement in the Iron Horse Trail and by supporting other regional trail organizations.	JEDI Committee; CEDO;
g.	Encourage high-quality recreation and tourism opportunities to locate in areas with excellent views and compatible "synergies" with (and along) the North Saskatchewan River.	JEDI Committee; CEDO; Agricultural Department
h.	Encourage the development of recreational opportunities, in appropriate locations, that utilize and leverage the vistas and natural attributes of the North Saskatchewan River.	JEDI Committee; CEDO;

STRATEGY 4: PHYSICAL ENVIRONMENT

Sound environmental management is one of the cornerstones of this Strategic Plan. The County is committed to ensure that future actions do not generate a net loss to the environmental integrity of the community or larger region. Smoky Lake County recognizes that sound environmental management will contribute to the success of all of the County's strategic planning initiatives. This section identifies and highlights objectives within the following strategic areas: ground and surface water, ecosystem health and working landscapes.



4.1 GROUND & SURFACE WATER

Current Reality:

Smoky Lake County is committed to preserving ground and surface water in the region. The County works to monitor and preserve ground and surface water in the region. The County has initiated a number of projects to institute watershed-based land use planning, identify and eliminate illegal private sewage disposal systems, preserve riparian areas, protect water bodies and sources against new developments, and encourage sustainable agricultural practices.

Goal 4.1.1

Smoky Lake County recognizes that the future sustainability of the region is dependent, in part, on the long term health of ground and surface water resources. Ground and surface water management practices within the County are adaptive and multi-generational in scope in order to ensure the continued ecological integrity and resilience of water resources throughout the region.

Desired Outcome	Collaborative and innovative water management practices ensure that water resources within the County are well managed and promote ecosystem health.	
Current Strategic Action Time	Lead Role	
a.	Work collaboratively with the Department of Agriculture to monitor the quality of groundwater in order to establish benchmarks for water quality.	Agricultural Department
b.	Maintain a list of problem areas and implement programs to manage obstructions to the flow and quality of surface water.	Agricultural Department; Public Works
c.	Work collaboratively with Alberta Environment and the community to monitor the quality, and health of riparian areas as well as the water level of lakes within the County.	Parks and Recreation; Agricultural Department
d.	Provide education and awareness opportunities directed towards preserving the integrity of riparian areas, ground and surface water.	Agricultural Department
e.	Encourage environmentally sustainable agricultural practices and the incorporation of innovative methods for managing the flow and quality of surface water.	Agricultural Department
f.	Incorporate Watershed Planning into the County's planning documents.	Planning & Development

4.2 ECOSYSTEM HEALTH

Current Reality:

Smoky Lake County supports a low-impact approach to land use and development. The County is working to develop a process for monitoring the cumulative effects of development on the health of the local environment. The County regularly reviews and revises municipal development policies to ensure development practices will have a low impact on local ecosystems. The County supports managed grazing practices and actively manages the flow of surface water.

Goal 4.2.1

The County's recognizes that the success of the region is intrinsically related to the health and integrity of ecosystems within the County. The ecosystem approach embraced by the County to manage land use and development increases the long term livability, viability and sustainability of the County.

Desired Outcome	The County's innovative ecosystem approach to land management and development minimizes the impact of human activity on the environment.	
Current Strategic Action Time	Lead Role	
a.	Regularly review and revise practices that support ecosystem health to reflect new practices and current legislation.	Council; Senior Administration; Department Heads
b.	Encourage public awareness of managed grazing practices and other mitigation measures for ensuring continued and/or improved ecosystem health through public education.	Agricultural Department; Agricultural Service Board

4.3 WORKING LANDSCAPES

Current Reality:

Smoky Lake County supports agriculture and resource development activities. The Agriculture Service Board acts as an advocate for the agriculture community.

Through the use of land use planning and regulation tools the County has separated incompatible land uses in order to ensure the continued vitality of working landscapes. The County further supports working landscapes by managing pests and weeds, by encouraging low-impact developments, by providing information to the agriculture community, and by streamlining development processes for agricultural operations. The County requires applications for resource development to include provisions for reclamation to ensure the long term viability of working landscapes.

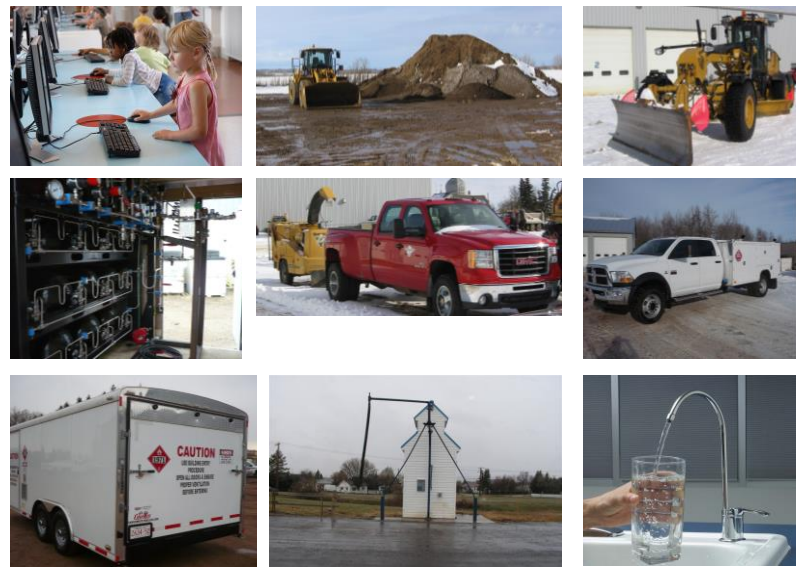
Goal 4.3.1

The County's most enduring resource is its working landscapes; the agricultural, forestry and resource lands which generate approximately one-third of all employment for county residents. Working landscapes within the County are carefully and equitably managed to retain their integrity and value for the benefit of future generations and to ensure continued economic growth.

Desired Outcome		Smoky Lake County encourages low-impact land management practices, as well as advocacy and educational efforts that support the continued productivity of working landscapes.
Current Strategic Action Time		Lead Role
a.	Continue to utilize planning and regulatory tools as well as communication and educational tools to minimize conflicts between land uses.	Council; Planning & Development; Senior Administration
b.	Engage in pest and noxious weed management practices to support the continued productivity in working landscapes.	Agricultural Department
New Strategic Action Item		
c.	Act as an advocate on behalf of agricultural producers and share information with the agricultural community regarding innovations in agriculture, forestry and other land management practices.	Agricultural Department; Agricultural Service Board

STRATEGY 5: BUILT ENVIRONMENT

The built environment often describes most of the layout and feel of a community. The built environment in Smoky Lake County encompasses those aspects generally referred to as a community's hard infrastructure such as roads and stormwater management, potable water, hamlet infrastructure, the County's gas utility and telecommunications infrastructure.



5.1 ROADS, SEWAGE DISPOSAL & STORMWATER MANAGEMENT

Current Reality:

Smoky Lake County invests in local roads by adhering to excellent road maintenance and capital planning practices. The County ensures that staff members are well trained and have access to high quality equipment that enables them to perform required tasks. There is a thirty-five year supply of gravel for road maintenance. The County has programs in place for managing stormwater to mitigate negative impacts associated with water flow and quality. County ditch maintenance practices can be improved to ensure that all County roads are properly protected against stormwater flows. The County also operates and maintains lagoons in some of the hamlet areas.

Goal 5.1.1

Smoky Lake County continues to maintain high quality, cost effective roadways, sewage disposal systems, stormwater management practices and infrastructure systems throughout the County.

Desired Outcome		The County's budgeting, training and maintenance practices ensure that roads and stormwater management systems within the County are cost effective, well maintained and meet or exceed the requirements of County residents.
Current Strategic Action Time		Lead Role
a.	Utilize three (3) year road plans to improve communication and prioritize project funding.	Council; Public Works ; Finance
b.	Review the County's capital plan on a regular basis to ensure that the Plan reflects the County's infrastructure goals and objectives.	Council; Public Works ; Finance
c.	Ensure that equipment utilized for road and stormwater management is high quality and well maintained.	Council; Public Works
d.	Continue to engage in and improve practices for maintaining ditches and shoulders as well as programs for addressing stormwater management.	Public Works
e.	Prepare long range plans for roadway and stormwater management projects.	Council; Public Works
f.	Ensure long range capital and infrastructure plan includes provisions for storm water management and roadway maintenance.	Council; Public Works ; Finance
g.	Conduct regular assessments and maintenance of existing sewage disposal systems to ensure that sewage treatment facilities and infrastructure meet and exceed the requirements of County residents.	Environmental Operations
New Strategic Action Item		
h.	Ensure that the County has a known supply of gravel to meet the needs for road maintenance.	Public Works
i.	Implement a dust control plan.	Public Works
j.	Conduct assessment & maintenance of existing facilities.	Environmental Operations

5.2 POTABLE WATER

Current Reality:

Smoky Lake County is working with regional partners to improve the supply and quality of potable water in the region. These efforts include working with the Highway 28/63 Regional Water Services Commission and the province to extend the regional water line, engage in groundwater monitoring, monitor consumption levels and fees, maintain water treatment facilities, and provide metering in serviced areas.

Goal 5.2.1

The County and regional partners supply high quality potable water to County residents through the municipal distribution system where possible and from County operated water fill stations.

Desired Outcome		Ensure County residents have access to high quality potable water.
Current Strategic Action Time		Lead Role
a.	Work collaboratively with the Highway 28/63 Regional Water Services Commission to ensure that the County's current and future water needs are met.	Council ; Environmental Operations
b.	Engage in groundwater monitoring practices to ensure the quality of potable water.	Environmental Operations ; Environmental Services
c.	Monitor potable water consumption to ensure that the supply of potable water matches the demand for potable water.	Council; Environmental Operations
d.	Implement development policies and regulations to ensure that growth does not exceed the availability of high quality potable water.	Environmental Operations
e.	Ensure that potable water infrastructure is well maintained and well managed.	Environmental Operations

5.3 HAMLET INFRASTRUCTURE

Current Reality:

Smoky Lake County is committed to improving the quality of infrastructure and amenities in the hamlet areas. These efforts include reserving funds for the expansion of infrastructure in Warspite, providing potable water through the regional waterline, increasing the presence of bylaw enforcement to address unsightly premises, improving waste management, improving pedestrian connectivity, and investing in playgrounds and recreational amenities. Some municipal infrastructure in the hamlets is very old and in need of maintenance or replacement.

Goal 5.3.1

The hamlet areas within the County are vibrant places to live with high quality infrastructure and amenity areas, which ensure that these areas are development ready and support a high quality of life.

Desired Outcome		Infrastructure within the hamlets is well maintained and designed to allow for future Hamlet expansion.
Current Strategic Action Time		Lead Role
a.	Monitor the use of hamlet infrastructure and implement regulatory measures to ensure that hamlet infrastructure will consistently meet and/or exceed opportunities for future hamlet expansion.	Council; Public Works; Department Heads
b.	Work towards improving pedestrian connectivity within hamlet areas.	Public Works
c.	Work with the community to decrease the number of unsightly private and public sites within hamlet areas.	Protective Services
New Strategic Action Item		
d.	Review waste management practices and consider innovations and/or improvements.	Council; Environmental Operations
e.	Conduct a feasibility study of water/sewer distribution systems within Hamlet areas.	Environmental Operations; Public Works
f.	Develop an infrastructure plan for the hamlets to prepare for infrastructure improvements and maintenance.	Environmental Operations; Public Works

5.4 GAS UTILITY

Current Reality:

Smoky Lake County owns and operates the local gas utility. The utility's odorant program is very successful and provides the County with a source of income. The County has maintained a strong working relationship with Gas Alberta Inc. and the Federation of Gas Co-ops Ltd. Gas utility employees are well trained and have instituted a good succession plan for the future. Some gas lines will need to be repaired or replaced in the near future.

Goal 5.4.1

The County's Gas Utility is successful and expanding. The gas utility provides residents and the Smoky Lake region with an excellent, reliable gas service and the County with a stable source of revenue.

Desired Outcome		Provide County residents with a sustainable, cost effective gas utility that meets and exceeds the gas service requirements of County residents and the region.
Current Strategic Action Time		Lead Role
a.	Continue to explore opportunities for expanding the County's odorant and CNG (Compressed Natural Gas) programs.	Natural Gas
b.	Continue strong relationship with Gas Alberta Inc. and the Federation of Alberta Gas Co-ops Ltd.	Natural Gas
c.	Expand the County's gas utility service and invest in the maintenance of existing older lines to ensure a high and consistent level of service to County residents.	Natural Gas
New Strategic Action Item		
d.	Investigate opportunities for implementing the AMR (Automated Meter Reading) installation program.	Natural Gas

5.5 TELECOMMUNICATIONS

Current Reality:

Smoky Lake County has invested in Corridor Communications Inc. to bring 4G broadband internet and wireless telecommunication access to large portions within the region. This investment has seen the development of telecommunication towers to expand wireless coverage.

Goal 5.5.1

4G broadband internet and wireless telecommunication access is available to an expanding area within the County which enables efficient and reliable telecommunication opportunities for emergency service providers, residents and businesses that operate within the County.

Desired Outcome		Expand access to 4G broadband internet and wireless telecommunications within the County.
Current Strategic Action Time		Lead Role
a.	Maintain involvement with Corridor Communications Inc. to provide marketing and promotional assistance and technical support to the board.	Council; CAO
New Strategic Action Item		
b.	Work collaboratively with protective services to determine the feasibility of utilizing tower infrastructure to enhance and/or expand communications opportunities.	Council; CAO

MOVING FORWARD AND STRATEGIC PLAN UPDATES

Smoky Lake County recognizes that the success of the Strategic Plan will be measured on the strength of the implementation and reporting measures utilized to achieve plan goals and realize desired outcomes.

REPORT TO COUNCIL STRATEGIC PLAN 2012-2014 QUARTERLY PROGRESS REPORT						
Date of Meeting: _____						
I. GOVERNANCE						
Initiative/Project	Scheduled Completion Date	Status	Comments	Lead Role		
1.1 MUNICIPAL SERVICE DELIVERY <i>Example: Community Satisfaction Survey</i>	Every Fall	On Schedule	• First draft is ready for Council's review	• Communications Coordinator		
1.2 HUMAN RESOURCES			•	•		
1.3 COMMUNICATIONS, MARKETING & PARTNERSHIPS			•	•		

IMPLEMENTATION

The Smoky Lake County Strategic Plan will be implemented through annual work plans prepared by each department and approved by Council annually. These plans will identify specific initiatives or projects, targets and indicators for measuring success as well as the timeline and budget required to accomplish each action item.

REPORTING MEASURES

The Quarterly Progress Report will serve as a tracking tool to measure the success and achievement of the plan. The report will include various initiatives or projects which will be undertaken to achieve the plan. Timelines, status, comments and the lead role will also be reported.

The Quarterly Progress Report will be presented to County Council at the Quarterly Departmental Operations Meetings. The reports will be released to the community via the County's website to help monitor progress and to keep the Plan on track. The first progress report will be published in Winter 2012/2013. As each initiative or project is completed it will be moved to the bottom of the report under *Completed Strategic Action Items*.

APPENDIX A – QUICK REFERENCE GUIDE TO SMOKY LAKE COUNTY 2012-2014 STRATEGIC PLAN GOALS

1.0 GOVERNANCE	1.1 Municipal Service Delivery	GOAL 1.1.1	The County provides high quality services to residents in a cost effective manner.
	1.2 Human Resources	GOAL 1.2.1	Ensure that the County has fair and equitable human resources policies and practices.
	1.3 Communications, Marketing & Partnerships	GOAL 1.3.1	The County's communications strategy and practices foster new relationships and strengthen existing relationships with regional, provincial and federal partners.
	1.4 Land Management	GOAL 1.4.1	Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region.
	1.5 Financial Resources	GOAL 1.5.1	Smoky Lake County is fiscally responsible and financially sustainable.
2.0 SOCIAL SERVICES, ARTS & CULTURE	2.1 F.C.S.S.	GOAL 2.1.1	The diverse range of housing opportunities, community groups and organizations within the County contribute to the community's vibrancy and provide opportunities for residents to thrive within the County during every phase of their lives.
	2.2 Protective Services and Fire Services	GOAL 2.2.1	Protective Services and Fire Services within the County provide high level service to the region as a result of excellent management, funding and recruitment practices and commitment from volunteers.
	2.3 Parks & Recreation	GOAL 2.3.1	The County's parks and recreation areas are well utilized assets that contribute to the high quality of life experienced by County residents and to the prosperity of the region.
	2.4 Heritage Resources	GOAL 2.4.1	The County recognizes heritage resources as a valuable asset and works collaboratively with community, provincial, and federal partners to promote and maintain heritage assets throughout the County.

3.0 ECONOMIC DEVELOPMENT	3.1 Retention	GOAL 3.1.1	The vibrancy and quality of life enjoyed by County residents is directly impacted by the success of local businesses. Local businesses within the County provide residents with diverse services and prosper as a result of the County's commitment to assisting businesses in all aspects of business development and promotion.
	3.2 Attraction	GOAL 3.2.1	The County's collaborative relationships with local/regional partners and development ready attitude to new businesses support sustainable economic growth throughout the Smoky Lake Region.
	3.3 Expansion	GOAL 3.3.1	Smoky Lake County aggressively promotes its natural competitive advantage(s) across Northern Alberta to increase awareness and promote the range of business and industrial development and expansion opportunities within the County.
	3.4 Growth Management	GOAL 3.4.1	The County recognizes that sustainable growth management is directly linked to fiscally responsible and forward thinking infrastructure management. The County values, invests in and maintains public infrastructure to provide a consistent, high level of service, to be development ready, and ensure that new development will not adversely affect service provision to the existing community.
	3.5 Tourism	GOAL 3.5.1	High-quality recreation and tourism areas and trail networks within the County support active lifestyles for residents and draw tourists to the region. The Smoky Lake Region's natural assets (lakes, rivers and parks), rich cultural and heritage resources as well as inviting local businesses make the Smoky Lake Region an exciting and welcoming destination for visitors.

4.0 PHYSICAL ENVIRONMENT	4.1 Ground & Surface Water	GOAL 4.1.1	Smoky Lake County recognizes that the future sustainability of the region is depended, in part, on the long term health of ground and surface water resources. Ground and surface water management practices within the County are adaptive and multi-generational in scope in order to ensure the continued ecological integrity and resilience of water resources throughout the region.
	4.2 Ecosystem Health	GOAL 4.2.1	The County's recognizes that the success of the region is intrinsically related to the health and integrity of ecosystems within the County. The ecosystem approach embraced by the County to manage land use and development increases the long term livability, viability and sustainability of the County.
	4.3 Working Landscapes	GOAL 4.3.1	The County's most enduring resource is its working landscapes; the agricultural, forestry and resource lands which generate approximately one-third of all employment for county residents. Working landscapes within the County are carefully and equitably managed to retain their integrity and value for the benefit of future generations and to ensure continued economic growth.
5.0 BUILT ENVIRONMENT	5.1 Roads, Sewage Disposal & Stormwater Mgmt.	GOAL 5.1.1	Smoky Lake County continues to maintain high quality, cost effective roadways, sewage disposal systems, stormwater management practices and infrastructure systems throughout the County.
	5.2 Potable Water	GOAL 5.2.1	The County and regional partners supply high quality potable water to County residents directly or through designated water fill stations.
	5.3 Hamlet Infrastructure	GOAL 5.3.1	The hamlet areas within the County are vibrant places to live with high quality infrastructure and amenity areas, which ensure that these areas are development ready and support a high quality of life.

	5.4 Gas Utility	GOAL 5.4.1	The County's Gas Utility is successful and expanding. The gas utility provides residents and the region with an excellent, reliable gas service and the County with a stable source of revenue.
	5.5 Tele-communications	GOAL 5.5.1	4G Broadband internet and wireless telecommunication access is available to an expanding area within the County which enables efficient and reliable telecommunication opportunities for emergency service providers, residents and businesses that operate within the County.



GENERAL INQUIRIES



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 Smoky Lake, Alberta T0A 3C0
 Telephone: 780-656-3730
 Fax: 780-656-3768
 Toll Free: 1-888-656-3730 (in Alberta)
 Website: www.smokylakecounty.ab.ca
 Email: county@smokylakecounty.ab.ca
 Facebook: Smoky-Lake-County
 Twitter: @SmokyLakeCounty



SCHEDULE "B"
STRATEGIC PLAN 2012-2014
20XX STRATEGIC ACTION PLAN
 Template
 Date of Meeting: _____


1. GOVERNANCE

Initiative/Project	Scheduled Completion Date	Details	Lead Role
1.1 MUNICIPAL SERVICE DELIVERY			
1.2 HUMAN RESOURCES			
1.3 COMMUNICATIONS, MARKETING & PARTNERSHIPS			
1.4 LAND MANAGEMENT			
1.5 FINANCIAL RESOURCES			

Note:
 This template is only reflective of Strategy 1.0: Governance in the Strategic Plan 2012-2014.

Once the complete Action Plan is compiled it will integrate all Core Strategy Areas including:

- 2.0: Social Services, Arts & Culture
- 3.0: Economic Development
- 4.0: Physical Environment and
- 5.0: Built Environment.



SCHEDULE "C"
STRATEGIC PLAN 2012-2014
QUARTERLY REPORT
 _____ Quarter
 Template
 Date of Meeting: _____

1. GOVERNANCE

	<i>Initiative/Project</i>	<i>Scheduled Completion Date</i>	<i>Details</i>	<i>Lead Role</i>
1.1	MUNICIPAL SERVICE DELIVERY			
1.2	HUMAN RESOURCES			
1.3	COMMUNICATIONS, MARKETING & PARTNERSHIPS			
1.4	LAND MANAGEMENT			
1.5	FINANCIAL RESOURCES			

Note:
 This template is only reflective of Strategy 1.0: Governance in the Strategic Plan 2012-2014.
 Once the complete Action Plan is compiled it will integrate all Core Strategy Areas including:
 2.0: Social Services, Arts & Culture
 3.0: Economic Development
 4.0 Physical Environment and
 5.0: Built Environment.

Carried.

Addition to the Agenda:

2012 ATB Financial Farm Family Awards

839-12: Bobocel

That County Councillor Randy Orichowski, as Vice-Chairperson of the Agricultural Service Board and Guest attend the 2012 ATB Financial Farm Family Awards for the Smoky Lake County 2012 family nomination on November 7, 2012 at Edmonton EXPO Centre – Alberta Ballroom.

Carried.

5. Issues for Information:

Chief Administrative Officer’s Report

The Chief Administrative Officer gave an updated report to Council for the period of August 23, 2012 to September 26, 2012.

Legislative / Governance:

- Village of Vilna has sent a letter requesting that the County consider taking over the operation of the Vilna Waste transfer site. To do so would require an agreement with the Village and a reversal of the arrangement to account for all costs and invoice the Village for their share. Estimate costs would be similar to those of the Spedden site as both sites are open 2 days per week.
- Associated Engineering (on behalf of the Hwy 28/63 Water Commission has sent a letter requesting placement of water line in down the centre of County Twp Rd 593 adjacent to NW 16-59-17 from Water plant to Hwy 28 and in South Ditch of County Road allowance RR 172A from SE 27-59-17 to NW 25-59-17 due to re-alignment of the water line.

- Village of Waskatenau has sent a letter confirming their attendance at a bilateral meeting with County Council on October 19, 2012 to discuss Joint Operating Agreement for Fire Services.
- Received a letter from Sandy Podloski requesting a mini transfer station to be installed on the asphalt pad at the Stry Hall. A number of Division 2 citizens signed pages attached to the letter indicating their support for the concept.

Administration:

- New Reporting templates for all Managers have been created to accommodate the new reporting needs necessitated by the County's Strategic Plan. Hence, the Management Policy has been updated to be Consistent with that reporting structure. The new reporting structure will accommodate for Strategic Plan items to be listed by Managers monthly leading up to the quarterly meeting where all action on the Strategic Plan's Action Items will be reported. Policy M01-30-02.
- Management has created a draft presentation for the November meeting with AT at AAMDC convention.
- CCI has completed a gap analysis for our County. Next week, they will be sending proposed coverage maps for sites in the general vicinities of Hanmore Lake, Mons Lake, Stry, West of Hwy 857 South of Bellis, and across the river south of Warspite / Smoky Lake. These sites will have to be measured against the number of Households that could receive coverage and approved by the County. The rest of the grant proposal is in the works. Once the sites are chosen, the package will be submitted to the GOA.

Financial:

- Received a letter from Paul Pelletier of Portage College requesting funding assistance for a proposed Food Sciences Training Centre to be located at the St. Paul campus of Portage College.
- Met with Gene Sobolewski from Associated Engineering regarding the Bellis and Spedden needs for raw and potable water fill stations. Associated Engineering has been in touch with Alberta Transportation regarding a potable water reservoir at the Spedden Water Treatment Plant. Alberta Transportation says it will qualify for the 90-10 funding.

Human Resources:

- Manager evaluations and meetings are still in the works as initiated in August.
- IUOE 955 has indicated that our official letter of intent to commence bargaining will be mailed soon. Sheldon suggests a mid-late November start to bargaining. Any suggested dates will be appreciated.

Community:

- Received a letter from and had a meeting with Ernie Prusko on behalf of himself and Randy Briscbios requesting a refund on the dust controls purchased by these individuals this year. They cited that the remaining part of Twp Rd 602 that was oiled for County maintenance purposes (<600 ft) effectively gives his neighbours a dust control that they did not pay for. This issue was discussed at the August Council meeting before this letter was contemplated or received.
- The Hold Harmless agreement with Pepper's Highway Service for rent of a packer and updates on this file will be discussed later in the meeting under Public Works Department.
- On a related note, the Town of Smoky Lake has requested that the County do some reclaiming for them in one of their alleys. They will pay us the rate of \$450.00 per hour for the reclaimer and operator.

Training:

- GIS/Webmap Training.
- GFOA Budget and Finance Training.

Financial Update:

As annexed to the minutes:

↳ Financial Statement for the Month: July 2012.

Action List(s):

↳ **Action List(s):**

- **County Council Meeting: August 22, 2012.**

Village of Vilna: Waste Transfer Site

840-12: Bobocel

That Administration prepare an Agreement for both municipalities: Smoky Lake County and Village of Vilna to execute in regards to Smoky Lake County taking over the Maintenance and Operation of the Vilna Waste Transfer Site.

Carried.

Associated Engineering: Regional Water

841-12: Cherniwchan

That Smoky Lake County grant permission to Associated Engineering Alberta Ltd. on behalf of the Highway 28/63 Regional Water Commission to install the placement of Regional Water transmission Pipeline due to re-alignment on two locations:

1. Centre of County road in North of NW 16-59-17-W4 due to Telus Fibre Optical Cable/copper cable on South ditch.
2. South ditch – shoulder of County Range Road 172A from SE 27-59-17-W4 to NW 25-59-17-W4 due to Steep Ground Slope between County Road and Iron Horse Trail,

as per letter received from Puna Dewangan, Project Engineer, Associated Engineering Alberta Ltd., dated September 21,2012; subject to the condition being adhered to that the road and ditch be left back to its original state.

Carried.

Village of Waskatenau

842-12: Orichowski

That Smoky Lake County acknowledge receipt of the letter received from Bernice Macyk, Municipal Administrator, Village of Waskatenau dated September 26, 2012 confirming Waskatenau Council will meeting on October 19, 2012 at 1:00 p.m. to jointly discuss the Fire Department Joint Operations Agreement.

Carried.

Division Two Citizens: Mini Transfer Station

843-12: Orichowski

That Smoky Lake County deny the request to the letter received from Sandy Podloski and signatures from 42 Citizens from Division Two, dated August 20, 2012 in regards for a Mini Transfer Station for waste collection to be located at the Stry 75th Anniversary Hall.

Councillor Ron Bobocel requested for a Recorded Vote:

For the Motion

Rick Cherniwchan
Randy Orichowski

Against the Motion

Dareld Cholak
Ron Bobocel
Lori Danyluk

MOTION DEFEATED.

844-12: Danyluk

That Smoky Lake County defer discussion to the letter received from Sandy Podloski and signatures from 42 Citizens from Division Two, dated August 20, 2012 in regards to the request for a Mini Transfer Station for waste collection to be located at the Stry 75th Anniversary Hall to the next scheduled Utilities Meeting: Environmental Operations or County Budget Meeting and research cost estimates.

Carried.

Management Policy Statement: 01M-30-02: Monthly Departmental Reports

845-12: Bobocel

That County Council accept the received Management Policy: 01M-30-02 entitled “Monthly Departmental Reports”, for information.

Purpose:	To convey information for the specified monthly operations and actions. To relate facts about a situation or project objectively and accurately.
Policy Statement and Guidelines:	
REPORTING STRUCTURE	
Projects:	
Identify all pertinent projects which have commenced and are progressing. Include significant aspects about the projects and any processes being taken that may have any affected on the public while the project is in progress.	
Date:	
In Progress:	Advise Council of the estimated date the project will commence.
Outstanding:	Identify projects that are still outstanding. Let Council know what they are and why they are still outstanding and the estimated date project will be completed.
Completed:	Indicate the date the project was completed.
NOTE:	Any recommendation(s) that require a Council Motion(s) must be highlighted in “RED” on the report.
Next Month’s Objectives:	Advise Council what it is you expect to be working on next month; projects that will be commencing and duties that you will be working on.
MONTHLY DEPARTMENTAL REPORTING CATEGORIES	
<ul style="list-style-type: none"> ■ Chief Administrative Officer ■ Planning and Development ■ Natural Gas ■ Public Works Manager ■ Public Works Foreman ■ Public Works Shop Foreman ■ Safety Officer 	<ul style="list-style-type: none"> ■ Finance Manager ■ Peace Officer / Bylaw Enforcement ■ Agricultural Service Board ■ Environmental Operations ■ Communication Services Coordinator ■ Fire Chief
Reporting Categories - Report Structure form as an exhibit to this Policy.	
Categories - Report Structure: Headings	
<ul style="list-style-type: none"> ■ Chief Administrative Officer <ul style="list-style-type: none"> ▪ Legislative / Governance ▪ Administrative ▪ Financial ▪ Human Resources ▪ Community ▪ Training ▪ County Strategic Plan 	
<ul style="list-style-type: none"> ■ Planning and Development <ul style="list-style-type: none"> ▪ Land Use Planning / Development ▪ GIS ▪ Administrative ▪ Heritage Management ▪ Subdivision Development Appeal Board Updates ▪ Training ▪ County Strategic Plan 	

- **Natural Gas**
 - Natural Gas
 - Odorant
 - CNG Trailer
 - Administrative
 - County Strategic Plan
 - Training
- **Public Works Manager**
 - Roads
 - Maintenance
 - Gravel
 - Dust Control
 - Administrative
 - Training
 - County Strategic Plan
- **Public Works Foreman**
 - Industry Liaison
 - Assistance: Public Works Manager
 - Inter-Departmental Work
 - Administrative
 - Training
- **Public Works Shop Foreman**
 - Equipment
 - Vehicle
 - Protective Services Maintenance / Repair
 - Contract Work
 - Administrative
 - Training
- **Safety Officer**
 - Safety
 - Disaster Services
 - Risk Pro
 - Public Works
 - Administrative
 - Training
 - County Strategic Plan
- **Finance Manager**
 - Budgets
 - Information Technology (IT)
 - Smoky Lake County Strategic Plan
 - Assessment
 - Taxation
 - Finance
 - Training
 - County Strategic Plan
- **Peace Officer / Bylaw Enforcement**
 - Land Use Development
 - Resorts
 - Animal Control
 - Protective Services
 - ATV Trails
 - Peace Officer Training
 - Administrative
 - Rural Addressing
 - Training
 - County Strategic Plan
- **Agriculture Fieldman**
 - Administrative
 - Blasting
 - Weed Control
 - Mowing
 - Spraying
 - Pest Control
 - ASB Environmental Services
 - Training
 - County Strategic Plan
- **Environmental Operation Services**
 - Water/Wastewater
 - Wastewater
 - Waste Management
 - Regional Water
 - Administrative
 - Training
 - County Strategic Plan
- **Communication Services Coordinator**
 - Strategic Communication Planning
 - Current Communication Activities
 - Promotion
 - Legislative
 - Training
 - County Strategic Plan

<ul style="list-style-type: none"> ■ Fire Chief <ul style="list-style-type: none"> ▪ Administrative ▪ Protective Services ▪ Waskatenau Fire Department ▪ Smoky Lake Fire Department ▪ Vilna Fire Department ▪ Agricultural Service Board ▪ Training ▪ County Strategic Plan
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Carried.

2012/2013 to Alberta Transportation: Transportation Priorities

846-12: Bobocel

That Smoky Lake County prepare a Presentation for the meeting with Alberta Transportation at the Alberta Association of Municipal Districts and Counties Fall 2012 Convention addressing the following 2012/2013 Transportation priorities and project status update:

1. **Highway 28/63 Regional Water Line:** Thanks, with your cooperation and assistance the project is proceeding.
2. **Status of Project(s): Thank you again for your correspondence during the year (most recent, April 15, 2011) and would appreciate an update on the following:**
 - **Highway 855 North of Buffalo Lake to Atmore:** Study report was completed – status when project is placed on the three-year business plan.
 - **Highway 28 to Highway 831:** Anticipated intersection changes and any new information as to when this construction will be put into the department's three-year business plan.
 - **Highway 28:** Status on timeframe of the re-surfacing the highway.
3. **Intersection Lighting:**
 - Highway 28 and 831.
 - Highway 656 and 831 (realizing there may be an intersection amendment).
 - Highway 28 and North on Highway 855.
4. **Secondary Highway 831 Bridge:**
 - Turning lanes at the intersection of Victoria Trail and Highway 831, North of the Bridge that crosses the North Saskatchewan River, would improve safety at this location – similar to the work done at the Metis Crossing on Highway 855. Please consider into future plans.

Carried.

Portage College: Food Sciences Training Centre

847-12: Cherniwchan

That Smoky Lake County take no action to the letter received from Paul Pelletier, CBC, Manager Food Sciences Centre, Portage College, dated September 14, 2012 in regards to funding the proposed Food Science Training Centre located at the St. Paul campus of Portage College.

Carried.

Spedden Water Treatment Plant

848-12: Bobocel

That Smoky Lake County approve construction of a potable water reservoir at the Spedden Water Treatment Plant on the same basis and to similar specifications as that applied for a truck fill site in the Hamlet of Bellis; subject to Alberta Transportation's approval of 90% - 10% funding; and that upon such approval, that the County commit to the paying the 10% share of same.

Carried.

International Union of Operating Engineers – Local 955

849-12: Orichowski That Smoky Lake County defer discussion on meeting with the International Union of Operating Engineers – Local 955 for bargaining negotiations on the Collective Agreement for the Public Works Employees to the County Council Organizational Meeting scheduled for October 25, 2012; until after confirmation of Negotiating Committee Appointment.

Carried.

Dust Control Application

850-12: Cherniwchan That the letter received from Ernie Prusko and Randy Briscbios, dated September 14, 2012 in regards to reimbursement of the amount of \$1,000.00 for Dust Control Applications to the residence located on #23, Willow Road, Mons Lake and #5, Willow Road, Mons Lake due to the roadway improvement of County Dust Control Application extension past their residences, be filed for information.

Carried.

Town of Smoky Lake: Public Works Equipment Work

851-12: Orichowski That Smoky Lake County assist the Town of Smoky Lake in roadway maintenance and rent the County Reclaimer and Operator in the amount of \$450.00 per hour to accommodate for the Pumpkin Fair Event; as per email received from Loretta Thompson, Interim Chief Administrative Officer, Town of Smoky Lake, dated September 26, 2012.

Carried.

852-12: Bobocel That the updated report for the period of August 23, 2012 to September 26, 2012 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

7. Delegation(s):

Canadian MAT Systems – Pacific Enzymes Incorporated

Present before County Council at 10:32 a.m. to 11:25 a.m. were Jeff Toner, Representative, Canadian MAT Systems – Pacific Enzymes Incorporated and Shane Pospisil, Community Economic Development Officer, to update Council on the current dust suppressant – Permazyme IIX.

9. Public Question and Answer Period:

11:30 a.m.

No Questions.

Finance Manager's Report

Brenda Adamson, Finance Manager provided an updated Finance report for the period of August 16, 2012 to September 18, 2012.

853-12: Danyluk That the Finance Manager's Report received by Brenda Adamson for the period of August 16, 2012 to September 18, 2012, be accepted and filed for information.

Carried.

5. Issues for Information:

Reeve's Report

Reeve Dareld Cholak presented the following report:

- Colas Canada – Innovative Solutions to road processes. Will be doing a presentation at the AAMD&C Convention to the Public Works Superintendent.
- Letter: Honourable Ric McLver, Minister, Alberta Transportation, dated August 13, 2012 – Re: Approved funding for Strategic Transportation Infrastructure Program.
- CAO Evaluation: Schedule a meeting date.
- September 25, 2012: Attended with three other Council members round table discussions on Health Issues in Elk Point.
- Issues will be addressed during the Committee Task Force and Board reporting.

CAO: Evaluation

854-12: Bobocel

That County Council schedule a **CAO Evaluation Meeting** on Tuesday, October 30, 2012 at 1:00 p.m. to be held in the County Council Chambers.

Carried.

855-12: Orichowski

That the Reeve's report received, be accepted.

Carried.

Aline Brousseau, Planning and Development Manager entered the Council Chambers, time 11:40 a.m.

Management Reports

Public Works Department

Copies distributed for Council information – received by Doug Ponich, Public Works Manager the following:

- 2012 Road Projects as of September 14, 2012.

Hold Harmless Agreement for Use in Connection of Equipment Rental

856-12: Orichowski

That Smoky Lake County execute a "Hold Harmless Agreement for Use in Connection Equipment Rental" with Peppers Highway Service for Equipment of Unit Number 628: Padfoot Packer in the amount of \$500.00 including Delivery and Pick-up at Property NE 16-59-19-W4 for the term from August 27, 2012 to September 4, 2012.

Carried.

857-12: Bobocel

That Smoky Lake County approve action taken by the Chief Administrative Officer in amending the executed a "Hold Harmless Agreement for Use in Connection Equipment Rental" with Peppers Highway Service for Equipment of Unit Number 628: Padfoot Packer in the amount of \$500.00 including Delivery and Pick-up at Property NE 16-59-19-W4 to amend for an additional term from September 7, 2012 to September 12, 2012 and for the term September 14, 2012 to September 25, 2012.

Carried.

858-12: Orichowski

That Smoky Lake County execute a "Hold Harmless Agreement for Use in Connection Equipment Rental" with Peppers Highway Service for Equipment of Unit Number 642: Double Smooth Drum Packer in the amount of \$500.00 per week including Delivery and Pick-up at Property NE 16-59-19-W4, effective September 28, 2012.

Carried.

Public Works Shop Foreman**Public Works: 2012 Equipment Items for Sale**

859-11: Orichowski That Smoky Lake County advertise to sell the following Public Works Equipment Items– “As Is – Where Is”:

- **Unit 100S:** 2004 K2500 GMC Pickup Extended Cab –
385946 Kms - S/N 1GTHK29U94E329996.
- **Unit 134:** 1991 R3500 GMC Pickup Crew Cab –
203125 Kms - S/N 1GBGR33KXMF305757.
- **Unit 211S:** 1996 1820 Ditch Witch Hand Trencher –
340 hrs - S/N 1M0989.
- **Unit 420:** 1989 John Deere R.V. AMT 622 –
S/N W00622X004903.
- **Unit 507:** 2006 14H Motor Grader –
8402 hrs - S/N ASE01730.
- **Unit 711:** 1997 Ford F150 Pickup Extended Cab 4x4 –
326734 Kms - S/N 2FTDX18W3VCA70121.
- **Unit 716:** 1998 Ford F250 Pickup Extended Cab 4x4 –
403071 Kms - S/N 2FTFX28L1WCA01255.

Carried.

Planning and Development Department**Committee of the Whole Meeting: Planning – Land Use Bylaw**

860-12: Bobocel That County Council schedule a **Committee of the Whole Planning Meeting for the purpose Land Use Bylaw** for Monday, **October 22, 2012** at 10:00 a.m. to be held at the County Council Chambers.

Carried.

WebMap Information Training Workshop

861-12: Bobocel That County Council schedule a WebMap Information Training Workshop with Accurate Assessment Group for Wednesday, **October 24, 2012** at 10:00 a.m. to be held at the County Council Chambers.

Carried.

Committee of the Whole Meeting: Planning – Land Use Bylaw

862-12: Cherniwchan That County Council schedule a **Committee of the Whole Planning Meeting** for the purpose **JLG Ball Enterprises: Development Permit No. 014-12** for Monday, **October 1, 2012** at 1:00 p.m. to be held at the County Council Chambers.

Carried.

Municipal Planning Commission

863-12: Cherniwchan That a Municipal Planning Commission Meeting be scheduled for Thursday, **October 18, 2012** at 2:00 p.m. to be held in at the County Council Chambers.

Carried.

Smoky Lake County and Town Fire and Rescue Committee Meeting

864-12: Bobocel That a Smoky Lake County and Town Fire and Rescue Committee be scheduled for Tuesday, **September 23, 2012** at 1:00 p.m. or Wednesday, **September 24, 2012** at 7:00 p.m. to be held at the County Council Meeting.

Carried.

865-12: Cherniwchan That the management reports received for the period of August 23, 2012 to September 20, 2012 from Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Road Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; Aline Brousseau, Planning and Development Manager; Trevor Tychkowsky, Safety Officer; and Arlene Shwetz, Communication Services Coordinator, be accepted and filed for information.

Carried.

Doug Ponich, Public Works Manager left the Council Chambers, time 12:05 p.m.

Aline Brousseau, Planning and Development Manager left the Council Chambers, time 12:05 p.m.

Meeting Recessed

Meeting recessed for Lunch, time 12:05 p.m.

Meeting Reconvene

The meeting reconvened on a call to order by Reeve Dareld Cholak at 1:05 p.m. in the presence of all Council members, and the Chief Administrative Officer, Assistant Chief Administrative Officer/Recording Secretary and the Finance Manager.

Committee Task Forces and Boards: Reports

Alberta Care

- No report.

Corridor Communications Incorporated

- Discussion held during the Chief Administrative Officer's report.

Doctor Retention & Recruitment Committee

- The 2012 Physician – Community Connections Conference: October 10 – 12, 2012 at Mayfield Inn, Edmonton.

Evergreen Regional Waste Management Commission

- Beaver River agreed to pay its portion of the deficit.

Family Community Support Services Committee

- Audit completed – Policy established to address granting requirements.

Family-School Liaison Committee

- No report.

Fire and Rescue Committee**Smoky Lake:**

- No report.

Vilna:

- No report.

Waskatenau:

- Waskatenau Fire Department received all government funding towards the Fire Rescue Truck. Delivery of Rescue Truck end of October.

Government Liaison Committee

- No report.

Highway 28/63 Regional Water Group Steering Committee

- Last meeting discussion held on open-cut v.s. directional drilling.
- New Project Manager at Associated Engineering: Gene Sobolewski.

In-House Safety Committee

- Meeting was held on September 26, 2012.
- First Aid Training: On-going.
- Scissor Lift: On-going.
- Orientation: Two RAP (Registered Apprenticeship Program) Students.
- Forklift Training: On-going.
- ATV / UTV Training: On-going.
- External Audit: Safety Officer completed the Audit Re-certification Course. Will be conducting an external audit for the Town of Barrhead and Town of Barrhead will be doing an external audit for Smoky Lake County on October 9 – 12, 2012. County Safety Officer assisted the City of St. Albert in their Audit in September.
- RUSA Convention on December 3 – 6, 2012: 5 employees will be attending.
- Five Incidents reported this week.
- Next In-House Safety Meeting is scheduled for October 24, 2012 at 8:00 a.m.

Joint Economic Development Initiative (JEDI) Committee

- JEDI Workshop held on September 17, 2012: Municipal Initiatives.
- Recreational Master Plan: Proceeding on schedule.
- Applying for the Regional Collaboration Grant.

Regional Collaboration Program: JEDI

866-12: Bobocel

That Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau and the Village of Vilna authorizes to participate and enter into an application for funding in the amount of **\$202,000.00** for the **Smoky Lake Region Community Development Partnership** Project, submitted by Smoky Lake County, as the managing partner under the Regional Collaboration Component of the Regional Collaboration Program; and further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

Lakeland DMO: Destination Marketing Organization

- Meeting held on Thursday, September 20, 2012.
- Co-op funding: Assist in Advertising: 50% reduce in costs.
- Extending “Thank You” for the assistance in preparing for the Trail Filming – greatly appreciated for all the help. There were four participants from this area.
- 2013 Travel Guide: Advertising cost increases by 5% after October 31, 2012.

Municipal Planning Commission

- No report.

North East Muni-Corr. Ltd.

- Meeting held on September 21, 2012.
- Reviewed proposals: Burnt trestle.
- Rail X: Presentation for Rail Line opportunities.
- Proceeding with the Appraisal for the Bellis Site.
- Next Meeting scheduled for October 15, 2012.

Northern Lights Library System

- Meeting held on September 22, 2012.
- Budget Increase: 5%.

Policy Committee

- No report.

R.C.M.P. Liaison Committee

- No report.

Risk Pro Control Management Committee

- **Minutes:** Added Named Insured:
 - No minutes.

Smoky Lake Agricultural Society

- Planning for Concert Events: Paul Brandt – Small Town Hero Concert on October 26, 2012 and for Chad Brownlee/Dallas Smith Concert on November 23, 2012.
- Request for County Assistance: Set-up for concert.
- Raffle Tickets sales next year will be undertaken by Smoky Lake Minor Hockey.

Smoky Lake Foundation

- Continuing with the Alberta Seniors and Community Supports Affordable Supportive Living Initiative – Project.
- Public Meeting: On the Supportive Living is scheduled for Thursday, October 4, 2012 at 7:00 p.m. at the Smoky Lake Bar-V-Nook Lodge.

Smoky Lake Heritage Board

- No Minutes.

Joint Municipalities

- Next Joint Municipalities Meeting is scheduled for **December 3, 2012** hosted by the Village of Vilna.

867-12: Orichowski

That the Committee Task Force and Board Reports presented by Councillors be accepted.

Carried.

6. Correspondence:

868-12: Cherniwchan That the following correspondence received from the Alberta Association of Municipal Districts and Counties, be filed for information:

- a. Contact Newsletter:
 - August 22, 2012.
- b. AAMD&C Pamphlet:
 - Information to Members.
- c. Contact Newsletter:
 - August 29, 2012.
- d. Contact Newsletter:
 - September 5, 2012.
- e. Contact Newsletter:
 - September 26, 2012.

Carried.

2012 Alberta Culture Days

869-12: Danyluk That County Council approve action taken to advertise in the Smoky Lake County Grapevine and the web-site the 2012 Alberta Culture Days – Alberta’s largest celebration of arts, heritage, and cultural diversity on September 28 – 30, 2012; as per letter received from Honourable Heather Klimchuk, Minister of Culture, dated August 21, 2012.

Carried.

Prismatic Group Inc.

870-12: Bobocel That the letter received from Tom Burns, P. Eng., Partner, Prismatic Group Inc., dated August 24, 2012 in regards to “Your Edge with the Provincial Government”, be filed for information.

Carried.

Let’s Resolve Training: 2012 – 2013 Workshops

871-12: Orichowski That County Council and Senior Administration who can attend – attend the Let’s Resolve Training 2012 – 2013 Workshops; as per letter received from Bill Diepeveen, Manager, Municipal Dispute Resolution Services, Government of Alberta, dated August 24, 2012.

Carried.

Associated Engineering Alberta Ltd.

872-12: Cherniwchan That the c.c. letter received from Jeff Fetter, P. Eng, Manager, Regional Infrastructure, Associated Engineering Alberta Ltd., dated August 27, 2012 written to Highway 28/63 Regional Water Services Commission, Jim Squire, Commission Manager in regards to the Highway 28/63 Regional Water System Projects – Project Manager Replacement Gene Sobolewski, be accepted for information.

Carried.

FCSS Program Review

873-12: Danyluk That the letter received from Joyce Mellot, Senior Manager, FCSS Unit, Community Partnership, dated August 27, 2012 in regards to the Smoky Lake County participating in the Family and Community Support Services (FCSS) Program informal Review with Veronica Facundo and Debbie Trachimowich on May 1, 2012, be filed for information.

Carried.

Royal Canadian Mounted Police

874-12: Cherniwchan That the letter received from R.M. McGinnis, Chief Superintendent, District Commander, Eastern Alberta District, Royal Canadian Mounted Police, dated August 14, 2012 in regards to Eastern Alberta District RCMP – Change of Command, be filed for information.

Carried.

2012 Restorative Justice Week

875-12: Bobocel That Smoky Lake County proclaim 2012 Restorative Justice Week – “Diverse Needs; Unique Responses” on November 18 – 25, 2012:

WHEREAS, in the face of crime of conflict, restorative justice offers a philosophy and approach that views these matters principally as harm done to people and relationships; and

WHEREAS, restorative justice approaches strive to provide support and opportunities for the voluntary participation and communication between those affected by crime and conflict (victims, offenders, community) to encourage accountability, reparation and a movement towards understanding, feelings of satisfaction, healing and a sense of closure; and

WHEREAS, this year’s theme for Restorative Justice Week is “Diverse Needs; Unique Responses”, it is an opportunity to learn about restorative justice, educate and celebrate along with other communities across the country during the week.

THEREFORE, I DARELD CHOLAK, REEVE, do hereby proclaim November 18, 2012 – November 25, 2012 as Restorative Justice Week in the Town of Smoky Lake of SMOKY LAKE COUNTY.

Carried.

Veterans Memorial Highway Association

876-12: Orichowski That the correspondence received from the Veterans Memorial Highway Association in regards to the Minutes of the meeting on September 7, 2012 held at the Vauxhall Legion Branch #193, be filed for information.

Carried.

Certified Local Government Manager: Designation

877-12: Danyluk That Smoky Lake County write a “Letter of Commendation” to Brenda Adamson for achieving the Designation as a (CLGM) Certified Local Government Manager.

Carried.

Sustainable Resource Development

Grazing Lease No. GRL 820437

878-12: Orichowski That the c.c. letter received from Carol Lundgard, Disposition Section, Government of Alberta Sustainable Resource Development, dated September 4, 2012 in regards to Grazing Lease No. GRL 820437 for Vera Valerie Koziol from Victoria Klymuik and Susie Klymuik for 120 AUM’s of Grazing annually expiring December 31, 2022, be filed for information.

Carried.

Rural Alberta Community Physician Attraction & Retention Conference

879-12: Cherniwchan That the correspondence received from Donna Evans, Northern Alberta Development Council, dated September 14, 2012 in regards to the 2012 – 5th Annual Rural Physician Attraction and Retention Conference – “The Physician – Community Connection” held on October 11 – 12, 2012 at Mayfield Inn, Edmonton, Alberta, be filed for information.

Carried.

Resident: Ken Sebzda

880-12: Bobocel That the email received from Ken Sebzda, resident, dated September 6, 2012 in regards to Road Maintenance concerns of Twp Road 612, be filed for information; as the Public Works Manager addressed the issue with the resident.

Carried.

Royal Canadian Legion No. 227

881-12: Cherniwchan That Smoky Lake County grant permission to the request from the Royal Canadian Legion No. 227 to remove the Chimney and repair the roof on the Legion Building; as per letter received from Peter Goruk, Past President, Royal Canadian Legion No. 227, dated September 13, 2012.

Carried.

Community Learning Council

882-12: Bobocel That Smoky Lake County acknowledge receipt of the letter received from Marg Leathem, Director, Campus Alberta Connections, Government of Alberta, Advanced Education and Technology, dated September 14, 2012 in regards to the Smoky Lake County Community Learning Council’s Community Adult Learning Program (CALP) 2012 Transition Report in fulfillment of the accountability obligations as outlined in the 2011/2012 CALP Bridge-funding Grant Agreement; be accepted for information.

Carried.

Smoky Lake Pumpkin Grower’s Association

883-12: Orichowski That Smoky Lake County Reeve attend the Smoky Lake 2012 – 24th Annual Pumpkin Fair and Weigh-off on Saturday, October 6, 2012 at 11:45 a.m. at the Smoky Lake Agricultural Complex to bring greetings on behalf of Smoky Lake County.

Carried.

884-12: Danyluk

That Smoky Lake County Public Works provide assistance to the Smoky Lake Pumpkin Grower’s Association in preparation for the October 6, 2012 - 24th Annual Pumpkin Fair with the set-up and dismantling after the Weigh-off.

Carried.

Thank You: Summary Listing

No “Thank You” - received from organizations for a Summary Listing for the Month of September 2012.

Information Releases

885-12: Danyluk

That the Information Releases for the Month of September 2012, be accepted and filed for Information.

Carried.

Reading File

No correspondences in the Reading File.

Bills & Accounts:

886-12: Orichowski

That all the Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, including transfers to the Payroll Account be filed for information:

Batch #	Cheque Numbers	Total of Batch
26144	31881 to 31918	\$ 66,754.56
26164	31919 to 31937	\$ 91,871.80
26169	31938	\$ 117,432.08
26195	31939 to 31982	\$ 221,391.34
26206	31983	\$ 9,773.90
26219	31984 to 32016	\$ 30,035.72
26245	32017 to 32030	\$ 15,954.08
26269	32031 to 32082	\$ 153,591.01
26283	32083 to 32095	\$ 127,926.86
Total Cheques		\$ 834,731.35
Direct Debit Register		
26220	Smoky Lake County	\$ 289,005.87
Total Direct Debits		\$ 289,005.87
Grand Total Bills and Accounts		\$ 1,123,737.22

Carried.

County Council Meeting(s)

887-12: Bobocel

That the next **County Council Meeting(s)** be scheduled for Thursday, **October 25, 2012** including the **County Council Organizational Meeting**; Thursday, **December 6, 2012**; and for Thursday, **January 24, 2012** at 9:00 a.m. to be held at the County Council Chambers.

Carried.

ADJOURNMENT:

888-12: Bobocel

That this meeting be adjourned, time 2:20 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER