

SMOKY LAKE COUNTY

AGENDA: County Council Meeting to be held on
Thursday, **December 16, 2021** at 9:00 A.M.
Virtual through Zoom Platform

Meeting ID: 827 4391 5769 Passcode: 562223

<https://us02web.zoom.us/j/82743915769?pwd=b1VpY3JaLzU5YUZqWTNhWU1LTTZLZz09>

And with Council physically present in the County Council Chambers, Smoky Lake.

1. Meeting:

Call to Order

2. Agenda:

Acceptance of Agenda:
as presented or
subject to additions or deletions

3. Minutes:

1. Minutes of September 15, 2021 – **County Budget Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of September 21, 2021 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

3. Minutes of September 23, 2021 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

4. Minutes of October 1, 2021 - **County Council for the Purpose of the CAO Evaluation Meeting.** ©

Recommendation: Motion to Adopt.

5. Minutes of October 15, 2021 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

6. Minutes of October 28, 2021 – **County Council Organizational Meeting.** ©

Recommendation: Motion to Adopt.

7. Minutes of October 28, 2021 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

8. Minutes of October 29, 2021 – **County Budget Meeting.** ©

Recommendation: Motion to Adopt.

9. Minutes of November 17, 2021 – **County Council Committee of the Whole for the Purpose of Planning Meeting.** ©

Recommendation: Motion to Adopt.

10. Minutes of November 19, 2021 – **County Council Budget Meeting.** ©

Recommendation: Motion to Adopt.

Public Hearing - Bylaw 1402-21:

A G E N D A: Public Hearing to be held on
Thursday, December 16, 2021 at 9:15 A.M.
Virtual through Zoom Platform

<https://us02web.zoom.us/j/82743915769?pwd=b1VpY3JaLzU5YUZqWTNhWU1LTZLZz09>

Meeting ID: 827 4391 5769 Passcode: 562223

And with Council physically present in the County Council Chambers, Smoky Lake.

1. Opening:

- Public Hearing is called to order.
- Public wishing to be heard sign in on the sign-in sheet.
- Confirmation is provided that the Public Hearing was advertised and notice was provided in accordance with the applicable legislation.
- Purpose of the hearing is summarized:
To obtain public input in regard to Bylaw No. 1402-21: a bylaw to for Road Closure – Cancellation of all that portion of “AVENUE” lying South of Lot A, and North of Lot B, Plan 8420551 located within the Hamlet of Warspite
- Ground rules of the hearing and order of speaking are reviewed.

2. Staff Presentation:

- Smoky Lake County Planning Staff make their presentation(s).
Bylaw 1402-21: was given first reading on August 26, 2021.
- Council asks questions and/or request points of clarity.

3. Public Presentations via Written Submissions:

- Written submissions are read.
- Council asks questions and/or request points of clarity.

4. Public Presentations at the Public Hearing:

- Persons signed in whom are **in opposition** to the proposed bylaw are called upon to speak.
- Council asks questions and/or request points of clarity.
- Persons signed in whom are **in support** of the proposed bylaw are called upon to speak.
- Council asks questions and/or request points of clarity.
- Anyone else who has not spoken and wishes to speak is called upon to speak.
- Council asks questions and/or request points of clarity

5. Questions and Answers:

- Any Council member having any additional questions of any speaker or of the staff or those who have spoken may speak.

6. Closing Remarks:

- Declare the Public Hearing closed.

4. Request for Decision: Governance Issues and Management Issues

1. **Bylaw No. 1402-21:** Road Closure – Cancellation of all that portion of “AVENUE” lying South of Lot A, and North of Lot B, Plan 8420551 located within the Hamlet of Warspite. ©
2. 2021/2022 Alberta Community Partnership Grant Application – Subdivision Development Standards. ©
3. **Policy Statement No. 01-40-02:** Governance Policies. ©
4. Lakeland Industry and Community Association (LICA) Membership. ©
5. **Policy Statement No. 07-07-01:** Bellis Board of Trade Liaison Committee – Terms of Reference. ©
6. **Smoky Lake Royal Canadian Legion Branch No. 227** – Financial Request. ©
7. **Policy Statement No. 08-17-02:** Family and Community Support Services (FCSS) Grants. ©
8. **Policy Statement No. 61-03-06:** Application for Development Permit. ©
9. 2021 Tax Sale Results. ©
10. **Policy Statement No. 08-18-09:** Council Renumeration and Expenses. ©
11. Smoky Lake County Community Learning Council (CLC): 2021 -2024 Community Adult Learning Program (CALP) Grant. ©
12. Regional Community Development Committee (RCDC): Appointment of Two Member-at-Large. Review of Letters of Interest Received- under **Executive Session #8.2.** ©
13. Notice of Intention to Designate a Municipal Historic Resource: Hamlin Road Ranch. ©
14. North Saskatchewan in Alberta Heritage River Initiative Update. ©
15. Alberta Community Partnership Grant Application (Ortho Photos). ©
16. 2022 Interim Budget. ©
17. STARS (Shock Trauma and Rescue Services) – Funding Request. ©
18. Municipal Surface Lease Property: NE 30-59-14-W4. ©

Public Question and Answer Period: 11:30 a.m. – 12:00 noon

5. Issues for Information:

- 5.1 Chief Administrative Officer:
 - 5.1.1 Monthly Report: October 2021 to December 2021. *(To be handed out at Meeting)*
 - 5.1.2 Financial Statement for the months of: **August, September and October 2021.** ©
 - 5.1.3 Action List:
 - i. County Budget Meeting – September 15, 2021. ©

- ii. County Council Departmental Meeting – September 21, 2021. ©
- iii. County Council Meeting – September 23, 2021. ©
- iv. County CAO Evaluation Meeting – October 1, 2021. ©
- v. County Council Meeting – October 15, 2021. ©
- vi. County Council Organizational Meeting – October 28, 2021. ©
- vii. County Council Meeting – October 28, 2021. ©
- viii. County Budget Meeting – October 29, 2021. ©
- ix. County Council Committee of the Whole for the Purpose of Planning Meeting – November 17, 2021. ©
- x. County Council Budget Meeting – November 19, 2021. ©

5.2 Municipal Finance:

- 5.2.1 Monthly Report. ©
- 5.2.2 Actual to Budget Review. ©
- 5.2.3 Accounts Receivable Aging Report. *(for Councillor's information)*. ©
- 5.2.4 Cheques Register. *(for Councillor's information)*. ©

5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions

5.3.1 Division One.

- a. Report on Vilna C.O.P Meeting: October 28, 2021. ©
- b. Vilna C.O.P Minutes: October 28, 2021. ©
- c. Vilna C.O.P. Treasurers Report: October 28, 2021. ©
- d. Evergreen Regional Waste Draft Minutes: October 13, 2021. ©
- e. Steve Upham, Retired Chair, Evergreen Regional Waste Management, dated October 16, 2021 – Re: Summation Statement. ©
- f. Kristina Small M.Sc., P.Geo, Sr. Hydrogeologist, Omni-Mcann Geoscience, dated December 3, 2021 – Re: History and Environmental Conditions of the Evergreen Regional Landfill Summation Statement from Omni-Mcann Geoscience. ©
- g. D. Royce Sather, P.L.(Eng.), Omni-Mcann Geoscience, dated October 29, 2021 – Re: Airspace Remaining- 2021 Update. ©
- h. Evergreen Regional Waste Management 2022 Proposed Budget. ©
- i. Evergreen Regional Waste Management 2021 Budget to Actual (Jan 1 to Nov 30). ©
- j. Evergreen Regional Waste Management Upfront Fees 2022. ©

5.3.2 Division Two. ©

5.3.3 Division Three.

5.3.4 Division Four. © - **Reeve**.

5.3.5 Division Five.

5.3.6 Additional Documentation: Committees, Boards and Commissions.

Regional Community Development Committee

- a. Action List: August 30, 2021. ©
- b. Action List: September 27, 2021. ©

Government Liaison Committee

- c. Kaycee Madu, Minister, Alberta Justice and Solicitor General, dated November 2021 – Re: Invitation to engagements regarding the “Alberta Provincial Police Service Transition Study.”

Recommendation: For those Council who can attend to attend, Further to August 26, 2021, Motion 1141-21:

Alberta Justice and Solicitor General – Potential Provincial Police Service

1141-21: Halisky

That Smoky Lake County acknowledge receipt of the correspondence from the Honourable Kaycee Madu, Minister, Alberta Justice and Solicitor General, dated June 23, 2021, replying to the County's letter dated May 31, 2021 concerning the potential provincial police service, stating: "If the Alberta government decides to proceed with further analysis, Justice and Solicitor General will conduct further study and engagement, which will include local policing perspectives from municipal partners."

Carried.

Waskatenau Pryveet Dance Club

- d. AGM Minutes: October 5, 2021. ©
- e. Minutes: October 5, 2021. ©
- f. Minutes: November 2, 2021. ©
- g. Price Sheet for Pictures: Melissa Shwab Photography. ©

R.C.M.P Liaison

- h. C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP, dated November 12, 2021- Re: Congratulatory message and continuation of collaborative partnership. ©

Recommendation: Acknowledge receipt of letter.

- i. Brian Sauve, President, Kevin R. Halwa, Director, Prairie/North Region, National Police Federation, dated December 8, 2021 – Re: Engagement Sessions regarding the Alberta Provincial Policy Service – from January 10th to April 1st.

6. Correspondence:

1. 2020/21 Alberta Community Partnership Intermunicipal Collaboration Component Conditional Grant Agreement. ©

Recommendation: Acknowledge action taken in executing Grant Agreement on November 4, 2021.

2. Lise van der Vaart, Library Manager, Smoky Lake Public Library, dated October 27, 2021 -Re: Request for County to cover cost of membership fees of \$750.00. ©

Recommendation: Council's discretion.

3. Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake Region – Re: Information for Council regarding Community Futures. ©

Recommendation: File for information.

4. Lisa Murphy, Executive Director, Lakeland Centre for Fetal Alcohol Spectrum Disorder (FASD), dated September 9, 2021 – Re: 2020-2021 Report. ©

Recommendation: File for information.

5. Federation of Canadian Municipalities (FCM), Western Economic Solutions Taskforce Report: Opportunity and Prosperity- the Future of Western Canada. ©

Recommendation: Acknowledge receipt.

6. Derek Zaplotinsky, dated November 3, 2021 – Re: Request for financial assistance for Olympic training. ©

Recommendation: Provide funding assistance- Council’s discretion.
Note - February 14, 2018: Motion 311-18 - Donated \$2000.00.
7. Town of Smoky Lake Council Contact Information 2021. ©

Recommendation: Acknowledge receipt of elected contact information.
8. Remembrance Day: Signage – County purchased for \$20.00. ©

Recommendation: That Smoky Lake County approve action taken in the purchase of the Remembrance Day Signage: “We Will Remember Them” from the Smoky Lake Royal Canadian Legion, Branch No. 227 in the amount of \$20.00 to be retained and displayed annually in respect to the Remembrance Day ceremonies.
9. Brownlee LLP Council Orientation: November 4, 2021. ©

Recommendation: Acknowledge receipt of Brownlee LLP Council Orientation Presentation by Brownlee LLP to be retained for future reference and acknowledge that all five Councillors did attend regional orientation session held on November 4, 2021.
10. Candyce Nikipelo, Chair, Board of Trustees, Aspen View Public Schools, dated November 8, 2021 – Re: Congratulatory message and continued commitment to work collaboratively. ©

Recommendation: acknowledge receipt of letter and the continuance of working collaborative relationship.
11. Marianne Ryan, Alberta Ombudsman/Public Interest Commissioner, Alberta Ombudsman, dated November 10, 2021 – Re: Fairness Update. ©

Recommendation: Acknowledge receipt.
12. Ric McIver, Minister, Municipal Affairs, dated November 10, 2021 – Re: Congratulatory message. ©

Recommendation: Acknowledge receipt.
13. New Horizons for Seniors Program – Age Friendly E-News. ©

Recommendation: Acknowledge receipt of County promoting the Age-Friendly E-Newsletter.
14. Initiative to designate the North Saskatchewan River in Alberta under the Canadian Heritage Rivers System (CHRS).

Letters to:

 - a. Alberta First Nations. ©
 - b. North Saskatchewan Watershed Alliance Board. ©
 - c. Michael Janz, Edmonton City Councillor. ©
 - d. James Leppan, Travel Alberta. ©
 - e. Jason Letwin, Explore Edmonton. ©
 - f. Darren Dalgleish, Fort Edmonton Management Company. ©

Letter from:

- g. Violet M. Meguinis, B. Ed., Tsuut'ina TUS Consultation Director, Tsuut'ina Nation, dated November 15, 2021 – Re: Support for North Saskatchewan River designation. ©

Recommendation: Acknowledge letters of support provided for reference.

15. 17th Annual Dart Tournament at Warspite Hotel, December 4, 2021 – Re: Donations. ©

Recommendation: Approve action taken in providing \$100.00
Donated \$100.00 from 2011-2016, 2018 and 2019

16. Shannon Stubbs, MP, Lakeland, dated November 25, 2021 – Re: Discussion and information gathering pertaining to how the retroactive pay mandated by the RCMP Collective Agreement impacts your community. ©

Recommendation: Acknowledge receipt.

17. Michelle Kitsco (on behalf of Gary and Anita DeWitt), Lori Danyluk, Gayle Holtz – Re: Whitefish Lake Environmental Reserve concerns. © (*Documents were included in the August Council meeting agenda and the November Committee of the Whole meeting*).

Recommendation: Acknowledge receipt.

18. Angela Sime, dated October 27, 2021 – Re: Whitefish Lake Environmental Reserve concerns. ©

Recommendation: Acknowledge receipt.

19. Law Seminars:
a. Brownlee LLP – February 17, 2022. ©
b. RMRF – January 13 and 14, 2022. ©

Recommendation: Who can attend-attend.

20. Cheryl Semeniuk, President, Smoky Lake School of Dance, dated December 8, 2021 – Re: Funding request. ©

Recommendation: Council's discretion.
Note: No 2021 funding budget available.

7. Delegation(s):

1. Akmal Ata, Director, Simran Kaler, Director, Golden Galaxy Development @ **10:00 a.m.** – Re: Interest to purchase County land for commercial project. © (*Executive Session #8.3*).
2. Terry Tychkowsky, Land Owner @ **11:00 a.m.** – Re: Access into land locked property. ©

8. Executive Session:

1. Personnel Issue: under the authority of the FOIP Act Section 27: Privileged Information, in regard to the Bylaw Enforcement Report (October 1st to October 31st). ©

2. Personnel Issue: under the authority of the FOIP Act Section 27: Privileged Information, in regard to Letters of Interest for the Regional Community Development Committee (RCDC) Member-at-Large position. (See Request for Decision #4.12) ©
3. Land and Legal: under the authority of the FOIP Action Section 16: Third Party Business Interests, in regard to interest to purchase County land for commercial project.

9. Information Release:

1. Calendar: October and November 2021. ©
2. Thank You Received: November and December 2021- None received.

10. Bills and Accounts:

11. Date and time of Next Meeting(s):

12. Adjournment



Public Hearing Date: December 16, 2021
Public Hearing Time: 9:15 a.m.
Held in the Smoky Lake County Council Chambers & virtually via Zoom

PUBLIC HEARING BACKGROUND

PROPOSED BYLAW NAME & NO.: Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, within the Hamlet of Warspite

APPLICANT: Gene Sobolewski

PROPOSAL: A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of closing to public travel, disposing of, and consolidating with Lot A & Lot B, Plan 8420551, located with the Hamlet of Warspite

BACKGROUND:

- Bylaw 1402-21 was presented for 1st Reading on **August 26, 2021**.
- Notice of the proposed Bylaw was circulated to affected agencies for comment on **July 27, 2021**. Responses from said agencies are attached.
- A Notice has also been posted on the County’s website since **November 9, 2021**.
- The Public Hearing Notices were advertised in the Redwater Review on **November 17, 2021 and November 24, 2021**. The Hearing on the proposed Bylaw 1402-21 was advertised and Notice was given in accordance with Section 606 of the *Municipal Government Act*.
- This Hearing has been scheduled to obtain public input on proposed Bylaw 1402-21 in accordance with Section 230 of the *Municipal Government Act*.

ATTACHMENTS:

1. Draft Bylaw 1402-21
2. Application
3. Agency Referrals and Responses
4. Relevant Legislation
5. Bylaw 1282-15: Public Hearing Procedures for Planning and Development

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

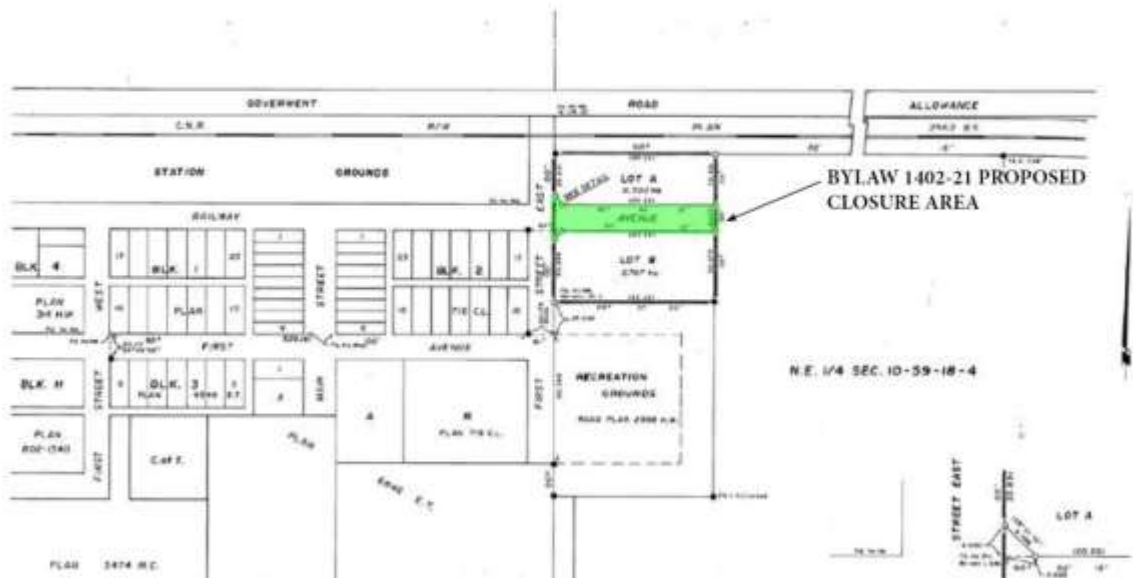
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer

Jordan Ruegg

From: Gene Sobolewski
Sent: July 22, 2021 3:19 PM
To: Jordan Ruegg
Cc: Kyle Schole
Subject: Re: Road Closure

Yep...please proceed 😊

Gene

Sent from my iPhone

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Thursday, July 22, 2021 3:16:31 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: Road Closure

Good afternoon Gene.

I did some further investigation of the road closure we were discussing and it turns out that Bylaw 1127-05, which was given first reading on May 26, 2005, and which is the Bylaw that would have affected the closure of the road in question, was never given second/third reading, and thus was never registered. I will have to speak with a surveyor to see if the description of the closure area that was contained within the Bylaw will satisfy Land Titles.

In the meantime, if you still wish to proceed, please let me know and I will begin preparing the necessary Request for Decision for Council. As I previously mentioned, there is a \$500.00 application fee that must be submitted with your application prior to being given consideration for first reading.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓄᑦᑭᓄᑦ ᑭᓄᑦᑭᓄᑦ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.
Studies show that trees live longer when they are not cut down. Please do not print this email

From: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Sent: July 20, 2021 12:57 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Re: Road Closure

You had pulled it up a while ago. It was for the original creation of the road allowance a few years ago. Jerzak had to subdivide the road allowance I put in a campground (proposed).

Gene

Sent from my iPhone

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Tuesday, July 20, 2021 12:55:08 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: Road Closure

I'm not sure which survey you are referring to since I haven't seen it so I can't say for certain. Do you have a copy you can provide me with?



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓄᑭᓄᓄ ᓄᓄᓄᓄᓄᓄ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.
Studies show that trees live longer when they are not cut down. Please do not print this email

From: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Sent: July 20, 2021 12:46 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Re: Road Closure

Would the original road closure survey be sufficient? It should be able to be provided to entertain the closure as it is so recent.

Gene

Sent from my iPhone

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Tuesday, July 20, 2021 12:38:46 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: Road Closure

Gene,

The first step to closing the road will be for you to make an application to have the road closed (an email stating your intentions will suffice as for some reason we don't have an application form) and paying the \$500.00 application fee. Once I have received your 'application' and fee, I will begin preparing a bylaw for Council's consideration. This will require me to obtain an appropriate legal description of the closure area, to be provided by an Alberta Land Surveyor. After First Reading is given, the closure area will need to be surveyed prior to the bylaw being the subject of a Public Hearing. During this period, I will also refer the proposed closure to the appropriate utility companies and other referees to make sure that they don't have any objections. Following the Public Hearing, and should Council choose to proceed with the bylaw, a copy of said bylaw and any representations made at the Public Hearing, along with the responses received from the referral agencies, will be forwarded to the Minister of Transportation for his signature. Should the Minister provide his blessing, the bylaw will be returned to Council for Second/Third Readings. Following this, documents will be sent to Land Titles and a Certificate of Title for the former road will be created, and then further consolidated with your property.

I should note that in addition to the \$500 application fee, the costs of advertising the bylaw and for the surveying are also borne by the applicant. So overall I'd say you're going to be looking at between \$2,500-3,000 in total costs.

Please see the attached Policy that outlines the process in further detail.

Let me know if you have any questions.



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sa kahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.
Studies show that trees live longer when they are not cut down. Please do not print this email

From: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Sent: July 20, 2021 12:15 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: Road Closure

Jordan,

Now that I own the property, attached is the road which I would like to make an application to close. It is almost worthless, but what is the cost and process to initiate.

Gene



Gene Sobolewski, C.E.T.,

Chief Administrative Officer

p: 780-656-3730 or toll free 1-888-656-3730

c: 780-207-1884

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑭᓂᑦᑕᓂᑦ ᑭᓂᑦᑕᓂᑦ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky

Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.

Kyle Schole

From: Jordan Ruegg
Sent: July 22, 2021 3:31 PM
To: Tyler Robinson
Cc: Gene Sobolewski; Kyle Schole
Subject: Proposed Road Closure
Attachments: Bylaw 1127-05. Road closure.Warspite.Avenue.doc; Plan_8420551.pdf

Good afternoon Tyler. I hope all is well with you.

I have received a request to close a portion of road, as shown on Plan 84202551 (attached and highlighted in green) located within the Hamlet of Warspite. Back in 2005, a Bylaw was prepared to close this portion of the road but it was never given second/third reading and so it was never registered with Land Titles. The County would like to proceed with this closure, and I was hoping that you could have a look at the description of the closure area that was contained within the original Bylaw to see if it would be accepted by Land Titles. The intent is to close the portion of road and consolidate it with Lots A & B to create a single parcel that incorporates the two existing titles as well as the road. I would assume that this would require a new plan to be registered after the closure as well?

I'd appreciate any assistance that you can provide with this matter so that I can forward to Council as soon as possible. Please let me know if you have any questions or want to chat about it further.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᐱᓄᐱᓄᑦ ᑭᓴᑭᐱᓄᐱᓄᑦ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. *Studies show that trees live longer when they are not cut down. Please do not print this email*



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0

Phone: 780-656-3730
1-888-656-3730

Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Alberta Environment & Parks
Technical Services Unit
3rd Floor, 9915 – 108 St
EDMONTON, AB T5K 2G8

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

<p>If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.</p> <p>Acknowledged and agreed to the _____ day of _____, 2021.</p> <p>_____</p> <p>_____</p>

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

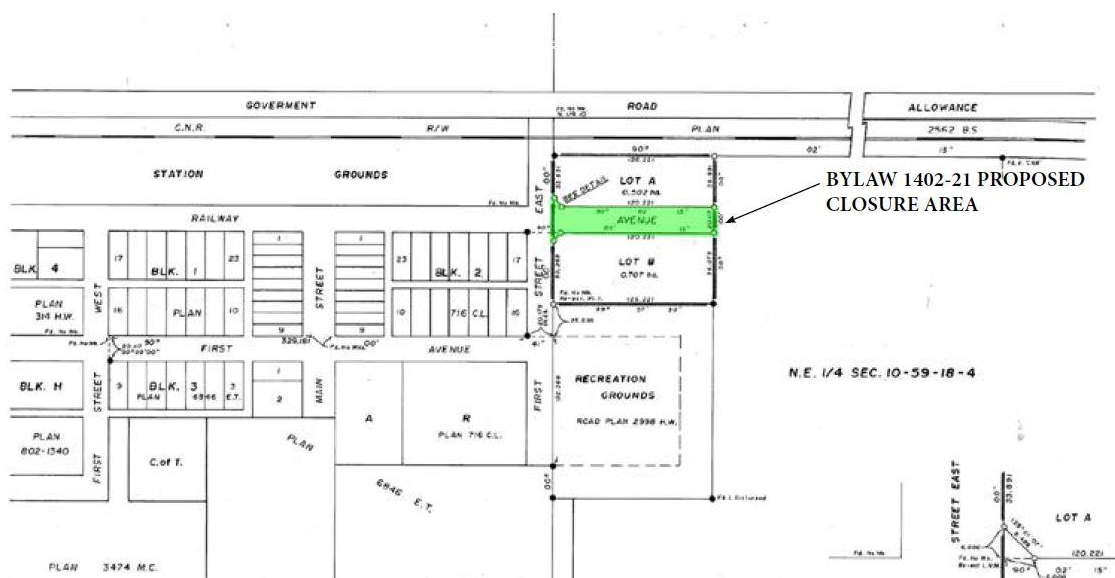
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Altalink
26315 Twp Rd 531A
Acheson, AB
T7X 5A3

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

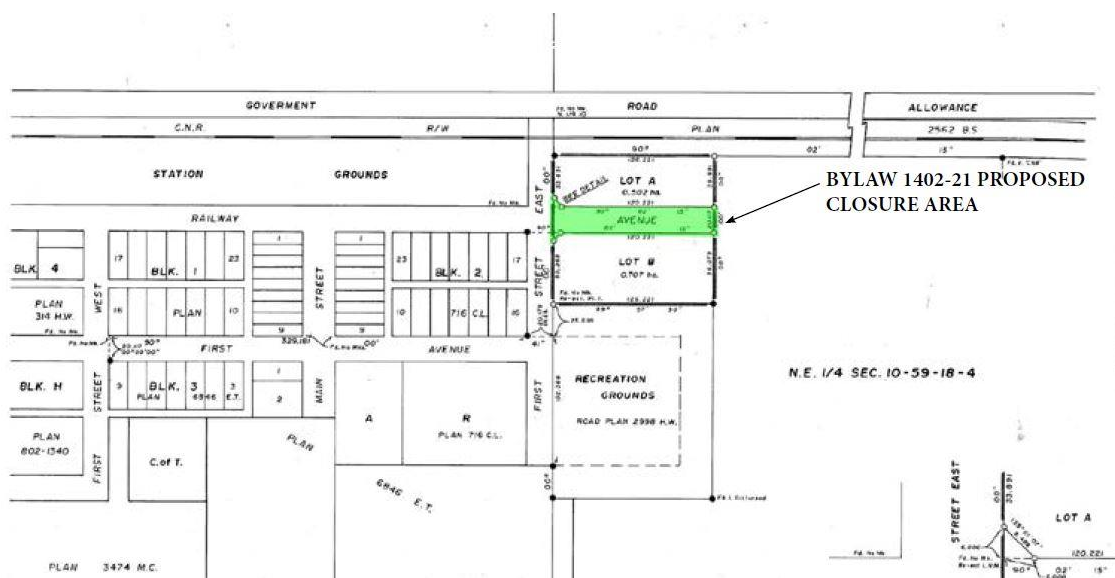
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

ATCO Electric
Land & Properties Acquisition
12th Floor, 10035 – 105 Street
Edmonton, AB T5J 2V6

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg

Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᓄᑦᑭᓄᑦ ᑭᓄᑦᑭᓄᑦ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

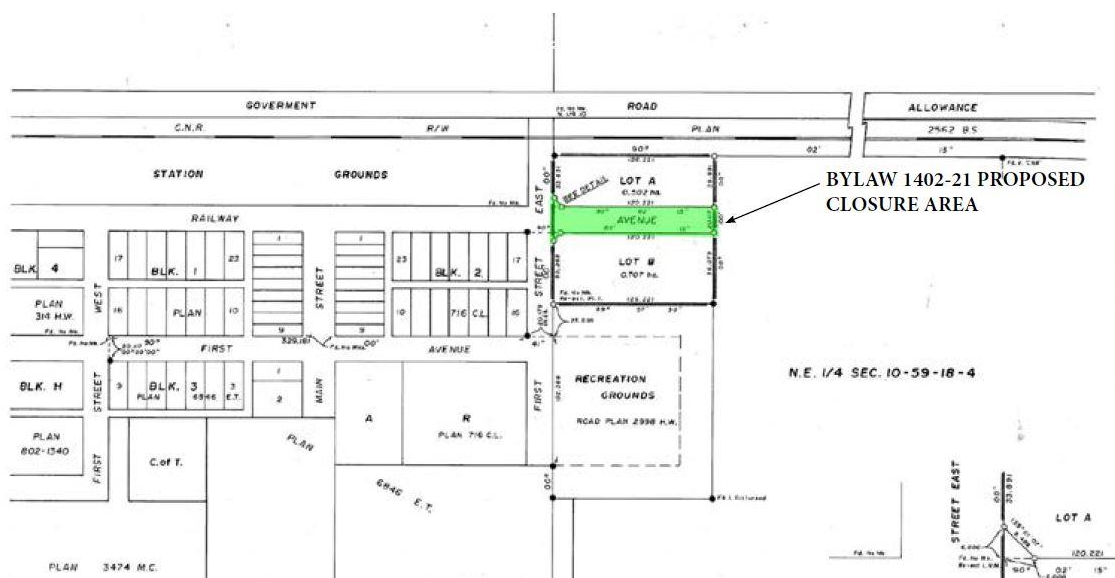
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

ATCO Pipelines Edmonton Centre
7210 42 Street
Edmonton, AB
T6B 3H1

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sa kahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

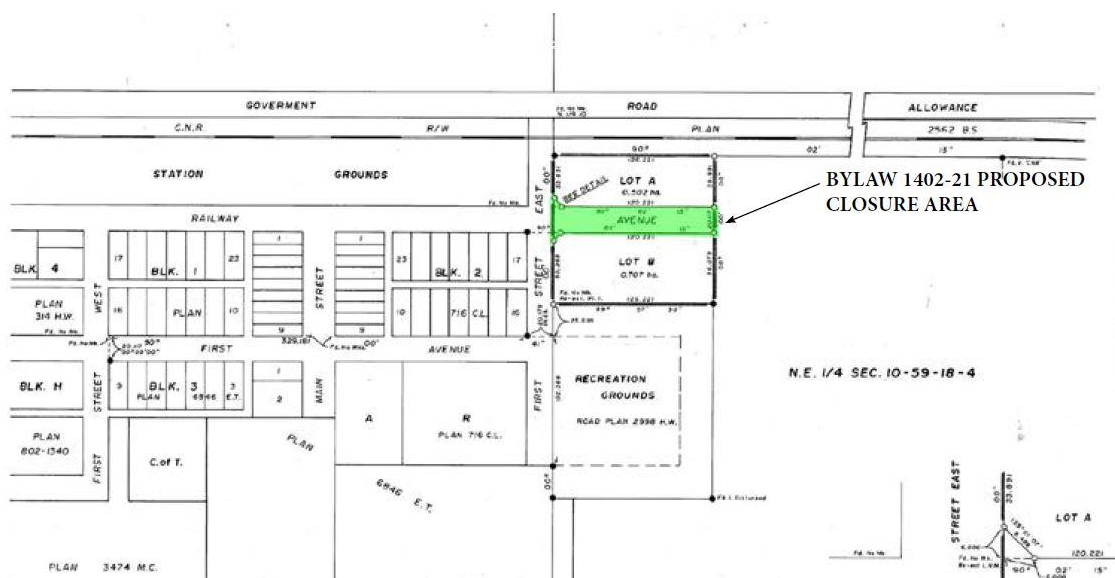
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

_____ Reeve

Seal

_____ Chief Administrative Officer

APPROVED this ____ day of _____, _____.

_____ Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

FortisAlberta Inc.
320-17th Ave SW
Calgary, AB
T2S 2V1

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᑦᑭᑦᑭᑦᑭᑦ ᑭᑦᑭᑦᑭᑦᑭᑦ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

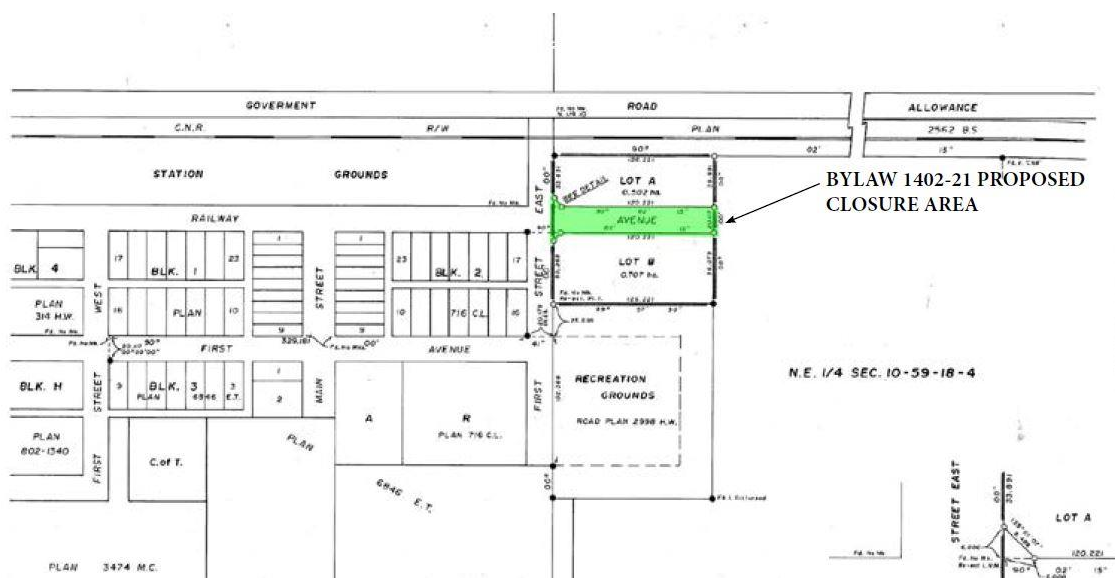
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Attn: Daniel Moric
Smoky Lake County Gas Department
Box 310
Smoky Lake, AB, T0A 3C0

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

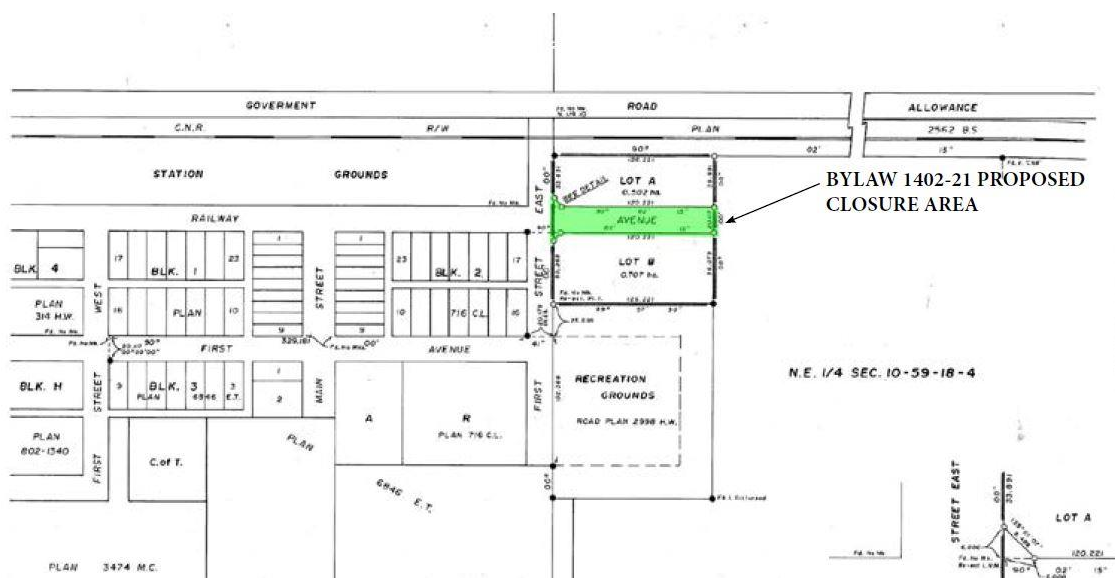
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Telus Communications
Real Estate/Right of Way Alberta
10035-102 Street, 10th Floor
Edmonton, AB T5J 0E5

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

<p>If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.</p> <p>Acknowledged and agreed to the _____ day of _____, 2021.</p> <hr/> <hr/>
--

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

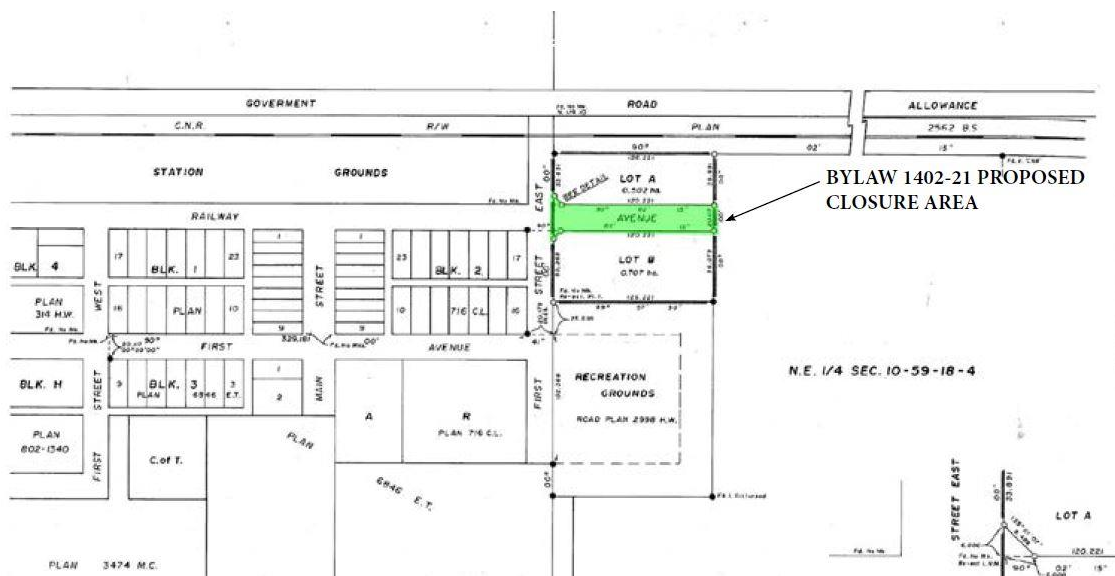
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66’ x 564.25’ = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Bylaw 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer



P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Altalink
26315 Twp Rd 531A
Acheson, AB
T7X 5A3

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please mail or email your written reply to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the 28th day of July, 2021.

Larry Mogck, Surface Land Coordinator

No Objections from AltaLink.

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca

Jordan Ruegg

From: @ Electric Crossing Requests <crossingrequests@atcoelectric.com>
Sent: July 28, 2021 8:32 AM
To: @ Electric Land Inquiries; Jordan Ruegg
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)
Attachments: Letter_Dated_July_27_2021_to_ATCO_Electric.pdf

Good Morning Jordan,

This request should have gone to our Land Inquires email not crossing but I have reviewed this request and ATCO does have an anchor within this road. Here is the land inquiries reply. They will look after this going forward.

ATCO does have a powerline within the road you are closing. We will need to get an agreement with Alberta Transportation for this. Can you please provide us the wording that will be used on the new title for this road closure. Once I have the wording I can prepare the documents for Alberta Transportation and send them to you.

Thank you

Rita Klasson

Senior Land Administrator, Land Administration
Environment and Land Department
Electricity

T. 780 508-4688

A. 10TH Floor AC, 10035 – 105 Street, Edmonton AB T5J 1C8

[ATCO.com](#) [Facebook](#) [Twitter](#) [LinkedIn](#)



 Please consider the environment before printing this e-mail

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Tuesday, July 27, 2021 1:05 PM
To: @ Electric Crossing Requests <crossingrequests@atcoelectric.com>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

****Caution – This email is from an external source. If you are concerned about this message, please forward it to spam@atco.com for analysis.****

Good afternoon,

Smoky Lake County proposes to close a portion of a road as described on Plan 8420551, within the Hamlet of Warspite. Please see the attached letter which contains a copy of the proposed Bylaw for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan

Planning and Development Manager

p:780-656-3730 or toll free 1-888-656-3730

c:780-650-5207

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email

The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.



Erin Aldcroft
Land Department

FortisAlberta Inc.
320 - 17 Ave SW
Calgary, AB
T2S 2V1
Phone# 587-775-6331
Cell#
www.fortisalberta.com
Email: erin.aldcroft@fortisalberta.com

July 28, 2021

Smoky Lake County
P.O. Box 310
4612 McDougall Drive
Smoky Lake County, Alberta
T0A 3C0

Attention:

RE: Proposed Road/Lane Closure

FortisAlberta Reference No.: 320100242

Location/Legal Description: NE 10-59-18-W4

FortisAlberta has completed a review of your correspondence dated July 27, 2021, and has no objection to this road closure request as we currently do not have facilities located in government road allowance.

Should you have any questions please contact the undersigned at (403) 514-4783.

Sincerely,

A handwritten signature in cursive script that reads "Erin Aldcroft".

Erin Aldcroft

RE: 320100242

Jordan Ruegg

From: Daniel Moric
Sent: July 27, 2021 1:11 PM
To: Jordan Ruegg
Cc: Kyle Schole
Subject: RE: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

Good afternoon Jordan

Smoky Lake County Natural Gas has no issues or concerns with the proposed road closure as described on Plan 8420551, within the Hamlet of Warspite.

Thank you



Daniel Moric
Natural Gas Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-656-5734
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᓴᓄᓄᓄ ᓴᑲᓄᓄᓄᓄ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. *Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.*

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: July 27, 2021 1:07 PM
To: Daniel Moric <dmoric@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

Good afternoon Daniel,

Smoky Lake County proposes to close a portion of a road as described on Plan 8420551, within the Hamlet of Warspite. Please see the attached letter which contains a copy of the proposed Bylaw for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᓴᓄᓄᓄ ᓴᑲᓄᓄᓄᓄ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email

Jordan Ruegg

From: TACIE KYLE <Tacie.Kyle@telus.com> on behalf of circulations <circulations@telus.com>
Sent: August 3, 2021 8:26 AM
To: Jordan Ruegg
Subject: RE: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

Thank you for including TELUS in your circulation
At this time, TELUS has no concerns with the proposed activities.

Have a great day!

Tacie Krisher-Kyle (She/Her)
Real Estate Specialist
Customer Network Implementation (CNI)
Edmonton, Alberta
The future is friendly®

TELUS Restricted – Privileged & Confidential
Not to be forwarded or copied without express consent of the originator



Healthcare in your hands.

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: July 27, 2021 01:07 PM
To: rightofwayAB <rightofwayAB@telus.com>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

ATTENTION: This email originated from outside of TELUS. Use caution when clicking links or opening attachments. | Ce courriel provient de l'extérieur de TELUS. Soyez prudent lorsque vous cliquez sur des liens ou ouvrez des pièces jointes.

Good afternoon,

Smoky Lake County proposes to close a portion of a road as described on Plan 8420551, within the Hamlet of Warspite. Please see the attached letter which contains a copy of the proposed Bylaw for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᓱᓱᓱ ᓴᑭᓱᓱᓱ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email



Public Hearing Date: December 16, 2021
Public Hearing Time: 9:15 a.m.
Held in the Smoky Lake County Council Chambers &
virtually via Zoom

RELEVANT LEGISLATION

ROAD CLOSURES

Municipal Government Act, R.S.A. 2000

Section 18(1) Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.

Section 22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.

(2) A bylaw closing a road must be advertised.

(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.

(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person's agent must be given the opportunity to be heard by the Council.

PUBLIC HEARINGS

Municipal Government Act, R.S.A. 2000

Section 230(1) When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

(a) before second reading of the bylaw, or

(b) before council votes on the resolution.

(2) If a public hearing is held on a proposed bylaw or resolution, council must conduct the hearing during a regular or special meeting of council.

(3) A council by bylaw establishes procedures for public hearings.

(4) In the public hearing, council

(a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and

(b) may hear any other person who wishes to make representations and whom the council agrees to hear.

(5) After considering the representations made to it about a proposed bylaw or resolution at a public hearing and after considering any other matter it considers appropriate, council may

- (a) pass the bylaw or resolution,
 - (b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
 - (c) defeat the bylaw or resolution.
- (6) The minutes of the council meeting during which a public hearing is held must record the public hearing to the extent directed by council.

Smoky Lake County Bylaw 1282-15 – Public Hearing Procedures for Planning and Development

See attached Bylaw 1282-15

REQUIREMENTS FOR ADVERTISING

Municipal Government Act, R.S.A. 2000

Section 606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

- (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
- (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
 - (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.
- (3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.
- (4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.
- (5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.
- (6) A notice must contain
- (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
 - (b) the address where a copy of the proposed bylaw resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,
 - (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
 - (d) in the case of a meeting or public hearing, the date, time and place where it will be held.
- (7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in that certificate.
- (8) The certificate is admissible as evidence without proof of the appointment or signature of the person who signed the certificate.

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1282-15**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING PUBLIC HEARING PROCEDURES FOR PLANNING AND DEVELOPMENT HELD BY THE COUNCIL OF SMOKY LAKE COUNTY.

WHEREAS, Sections 184, 197, 198, 200, 230 and 606 inclusive of the *Municipal Government Act*, and amendments thereto, deal with public hearing and meetings of Council.

WHEREAS, the purpose of this bylaw is to meet the statutory duty to provide members of the public with the opportunity to be heard before Council.

WHEREAS, the Council of Smoky Lake County, wishes to develop a clear and concise procedure for organizing and conducting public hearings, and establishing the process for handling oral and written submissions with regards to public hearings for planning related bylaws or bylaw amendments.

NOW THEREFORE, under the authority and pursuant to the provisions of the *Municipal Government Act*, and by virtue of all other enabling powers, the Municipal Council of Smoky Lake County, duly assembled, enacts as follows:

1. TITLE:

- 1.1 This Bylaw shall be known as the “**Planning and Development: Public Hearing Procedures**”.

2. DEFINITIONS:

- 2.1 **Advertising:** notice of the public hearing regarding a bylaw, or amendment must be (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw relates, or in which the hearing is to be held, and (b) mailed or delivered to residences within 500m of the subject property to which the proposed bylaw relates.
- 2.2 **Chairperson:** shall be the Reeve appointed by Council at the time of the hearing.
- 2.3 **Notice:** a notice must contain (a) a statement of the general purpose of the proposed public hearing, (b) the address where a copy of the proposed bylaw and any document relating to it or to the meeting or public hearing may be inspected, and (c) the date, time and place where the public hearing will be held.
- 2.4 **Public Hearing:** is a hearing whereby Council hears from members of the public on a proposed bylaw or resolution.
- 2.5 **Public Hearing Background Report:** is a report prepared by the Planning and Development Manager and presented at the beginning of the public hearing. The Report shall include the applicant’s/landowner’s name, the proposed bylaw number, the legal description of the subject property and the requested amendment. The Report must also contain, the date when first reading was given, the date of advertisement of the public hearing, the intent of the amendment, the size and location of the parcel of land, the nature of the use or development proposed by the developer, and the appropriate statutory plan (if any) and Land Use Bylaw sections.
- 2.6 **Public Participation:** any person who believes their interest will be affected by a proposed bylaw or resolution has an opportunity to address Council at a public hearing in an orderly fashion as determined by the Chairperson. Individuals are encouraged to submit written submissions to the Attention of the Planning & Development Manager for Smoky Lake County at pd@smokylakecounty.ab.ca, as set out in the Guidelines.
- 2.7 **Record of Public Hearing:** the proceedings of public hearings shall be recorded in writing. All written letters of correspondence shall be copied into to the written record, and oral submissions shall be summarized in the written record.
- 2.8 **Secretary:** shall be the Chief Administrative Officer or designate.
- 2.9 **Timing of public hearing:** means that County Council must hold a public hearing before second reading of the bylaw.

- 2.10 Voting:** in accordance with Section 184 of the Municipal Government Act: Abstention from voting on a matter discussed at public hearing. When a public hearing on a proposed bylaw is held, a councillor a) must abstain from voting on subsequent readings of the bylaw if the councillor was absent from all of the public hearing, and b) may abstain from voting on subsequent readings of the bylaw if the councillor was only absent from a part of the public hearing.

3. GUIDELINES:

- 3.1** Staff will manage written correspondence received (by letter or email) for a public hearing as follows:
- 3.1.1** Correspondence received prior to the bylaw being considered for 1st reading:
- If addressed to Staff, retain in the file.
 - If addressed to Council, circulate to Council as general correspondence.
 - Does not form part of the public hearing record.
- 3.1.2** Correspondence received after 1st Reading and/or authorization to proceed to public hearing and prior to public hearing:
- Compiled and made available for public review at the public hearing (included in the public hearing background).
 - Forms part of the public hearing record.
 - Deadline for receipt of correspondence set for Wednesday at 12 noon, one week prior to the County Council meeting at which the public hearing will be held. This is to ensure that there is sufficient time to include the correspondence in Council's agenda package.
- 3.1.3** Correspondence received after deadline in subsection 3.1.2:
- Recommendation is for the public to attend the meeting to present their submission.
 - Forms part of the public hearing record.
- 3.1.4** Correspondence received after the closing of the public hearing:
- Cannot be received by Council.
 - Does not form part of the public hearing record.

4. PROCEDURES:

- 4.1** Smoky Lake County will conduct public hearings as per Section 230 of the *Municipal Government Act*.
- 4.2** Smoky Lake County will ensure the advertising/notification of public hearing is as per Section 606 of the *Municipal Government Act*.
- 4.3** Landowners within a 500m radius of the subject land(s) will be mailed or delivered a written notice of a public hearing (if the amendment relates to a specific property).
- 4.4** The Planning and Development Manager shall prepare a Public Hearing Background report consisting of the proposed bylaw number, applicant/owner, land location, requested amendment, and the background. The background information must contain, when first reading was given, the date of advertisement, the intent of the amendment, the size and location of the parcel of land, what the developer is proposing to do, and the appropriate Land Use Bylaw sections. The standardized form is attached forming **Schedule A: Public Hearing Background**.
- 4.5** After the agenda package is released to County Council, staff may circulate the Public Hearing Background to members of the public, the applicant and/or landowner.

At the public hearing:

- 4.6** A sign-in sheet will be provided for all public hearings. The standardized form is attached forming **Schedule B – Public Hearing Sign In Sheet**. Anyone attending the hearing who wishes to speak must sign in and enter their mailing or email address on the sheet. Attendees who wish to receive a copy of the minutes following the hearing

must sign in and enter their mailing address on the sheet. Those who wish to oppose the Bylaw will speak first, followed by those who support the Bylaw. Speakers will be called upon by the Chairperson in the order that they appear on the list. The Chairperson shall allow any affected person who has not signed the sign in sheet to speak after all those who have signed in have been heard.

- 4.7** Those in attendance at the public hearing will refrain from applause or other expressions of emotion whether in favour of, or opposition to, any particular submission or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups is not permitted.
- 4.8** If a group of persons or neighbourhood is at the meeting to present the same case, they should designate a speaker to represent them.
- 4.9** Presentations should be brief and communicate concerns that relate only to the bylaw before Council. Speakers should not repeat matters or information raised by others, except to express support. Presentations are limited to a maximum of 10 minutes per speaker unless a majority vote of Council agrees to extend this time limit for a speaker. Questions asked by Council members may extend the time limit.
- 4.10** Council's role at a public hearing is to listen to the public. Council does not debate or challenge the comments being offered, but may question what they hear to make sure they understand what is being said. All comments presented to Council should address the merits of the bylaw before Council.
- 4.11** The Planning and Development Manager will make available a Public Hearing Script for the Chairperson. A standardized form is attached forming **Schedule C: Public Hearing Script**.

After the public hearing is closed:

- 4.12** After the public hearing has been closed upon declaration by the Chairperson, Council may consider the bylaw at that meeting (if applicable), at the next meeting, or a specified meeting of Council, with or without a request for further information from staff. No other submission from the public or applicant may be received by Council on the bylaw.
- 4.13** Upon conclusion of the public hearing, Council may discuss the proposed bylaw. Council discussion usually starts with a motion from a member of Council to:
- a) consider 2nd reading and/or 3rd reading of the proposed bylaw, or
 - b) defeat 2nd reading of the proposed bylaw, or
 - c) defer further readings of the proposed bylaw to a future Council meeting, or
 - d) approve the proposed bylaw in an amended form.

Some or all members of Council may comment on the proposed bylaw or resolution, providing reasons why they agree or disagree with the motion. Additionally, Council members may ask for clarification or technical advice from the applicant and/or staff in response to the possible decision Council may be considering.

Note: A separate Request For Decision is not required if County Council considers further readings of the bylaw at the same meeting as the public hearing, as the contents (attachments) would be available for review in the Public Hearing Background.

- 4.14** If Council so chooses, it may recess after holding a public hearing, although during this period Council members cannot discuss the bylaw with the applicant or the public. This is to prevent Council receiving information that would otherwise be unavailable to either the applicant or the public.
- 4.15** If Council votes to approve the proposed bylaw (with or without amendments), the approval commonly requires that various reports or steps (ie. Geotechnical Report, Water Study, Historical Resources Act Clearance, Storm water Management Plan, Traffic Impact Assessment etc.) must be fulfilled by an applicant before the Subdivision Authority can consider a Subdivision Application (if applicable).

5. **EFFECTIVE DATE:**

5.1 This Bylaw comes into effect after third and final reading.

READ A **FIRST TIME** IN COUNCIL THIS 25th DAY OF June, AD 2015.

READ A **SECOND TIME** IN COUNCIL THIS 25th DAY OF June, AD 2015.

READ A **THIRD AND FINAL TIME** IN COUNCIL THIS 25th DAY OF June, AD 2015.

Ron Bobocel
Reeve

S E A L

Cory Ollikka
Chief Administrative Officer

SCHEDULE 'A': PUBLIC HEARING BACKGROUND



Public Hearing Date: _____
Public Hearing Time: 9:15 a.m.

PUBLIC HEARING BACKGROUND

PROPOSED BYLAW NO.: XXXX-XX

APPLICANT: _____

PROPOSAL: (Insert text from the bylaw)

BACKGROUND:

- The application was submitted on _____.
- Agencies were sent letters via mail on _____.
- Bylaw XXXX-XX was presented for 1st Reading on _____.
- Neighbouring landowners within +/- 500m radius were sent letters via mail on _____.
- A notice has also been posted on the County's website since _____.
- The Public Hearing Notices were advertised in the Smoky Lake Signal and Redwater Review the weeks of _____ and _____. The proposed bylaws were advertised and notice has been provided in accordance with the applicable legislation.
- This hearing has been scheduled to obtain public input on proposed Bylaw in accordance with Section 230 of the Municipal Government Act.
- Intention of Developer.
- The letters below have been received from the public:
 1. Name, Date Received.

ATTACHMENTS:

1. Draft Bylaw XXXX-XX with Schedules
2. Application
3. General Location Map
4. Relevant Legislation
5. Certificate of Title (if applicable)
6. Copies of letters from the public

SCHEDULE 'B': PUBLIC HEARING SIGN IN SHEET

SMOKY LAKE COUNTY
PUBLIC HEARING - PROPOSED BYLAW _____ : _____
DATE AND TIME

Name (Print)	Signature	Mailing Address & Legal Description
OPPOSED TO PROPOSED BYLAW:		
Name (Print)	Signature	Mailing Address & Legal Description
IN SUPPORT TO PROPOSED BYLAW:		

**Your name will be called upon by the chairperson to speak to the proposed bylaw.

SCHEDULE 'C': PUBLIC HEARING SCRIPT

**REEVE'S SCRIPT FOR PUBLIC HEARING
DATE AND TIME**

(BYLAW _____ : _____)

Action	✓	Statements
1.0 Opening		
Reeve:		<p>I, _____, the Reeve for the Smoky Lake County will proceed with discussion on proposed bylaw _____: _____.</p> <p>The Public Hearing open at _____. (any time after 9:15 a.m. <u>not</u> before)</p> <p>Planning advice will be provided by _____ and/or _____, Planning and Development Manager.</p> <p>All persons wishing to be heard at this public hearing should sign in on the sign in sheet (in the foyer) giving their name.</p> <p>Persons who do not sign in shall speak only after all those who signed in have given their presentations. We ask that anyone who wishes to speak but has not yet signed in, please sign in now.</p> <p>(Pause to allow people to sign in if they have not already done so).</p>
Reeve:		I would, at this time, ask the CAO to confirm whether or not this Public Hearing has been advertised and notice has been provided in accordance with the applicable legislation.
Secretary:		Yes, it has Mr. Chairman.
Reeve:		I would ask the CAO to summarize the purpose of the Hearing.
Secretary:		<p>The purpose of this hearing is for the Council of Smoky Lake County to obtain public input, in favour and opposed to proposed Bylaw _____: _____.</p> <p>Read into record the Public Hearing Background.</p>
Reeve:		<p>The ground rules of the hearing and the order of speaking will be:</p> <ul style="list-style-type: none"> a) planner and/or planning staff will speak first to outline facts and present her recommendation on the proposed bylaw (if necessary), b) members of the public, who have signed in will be given the opportunity to speak in the order they signed in, c) anyone else, who did not sign in will be given the opportunity to speak, d) planner and/or planning staff will be given the opportunity to present closing remarks or address any of the issues presented, e) Councillors will be given the opportunity to ask questions, f) Council will then end the Hearing and consider the information received at the public hearing, g) only Councillors may ask questions of speakers during the Hearing. If any persons wish to ask questions of a speaker, they must ask Council to ask the question on their behalf during their presentation, and Council will only ask the

Action	✓	Statements
		question if a Councillor wishes to have an answer. h) Council will consider the representations made regarding the bylaw and any other matter Council considers appropriate.
2.0 Staff Presentation		
<i>The Reeve announces:</i>		Before hearing from the public, I would ask _____ (County's planner) and/or planning staff to present a report on the proposed bylaw.
<i>After the Planner/ staff representative is finished, the Reeve asks:</i>		Does Council have any questions or points of clarification they wish to ask of the planner and/or planning staff?
3.0 Public Presentations via Written Submissions		
<i>The Reeve announces:</i>		Before hearing from the public present today, I would ask _____ (County's planner) and/or planning staff to advise of any written submissions received. (Read all written submissions into record).
<i>After the Planner is finished the Reeve asks:</i>		Does Council have any questions or points of clarification they wish to ask of the planner and/or planning staff?
4.0 Public Presentations at the Public Hearing		
<i>Then announce:</i>		I will now call upon persons signed up on the sign-in sheet whom are in opposition to the proposed bylaw . Please state your <u>name</u> for the record. Please note that each party wishing to speak will have only one opportunity to do so, and their time will be limited to 10 minutes. Council Members may ask presenters questions for the purpose of clarifying the speaker's comments. Council will not debate this matter during the hearing. The decision(s) regarding whether or not to approve the bylaw(s) further readings will be dealt with later in the meeting.
<i>Public – Opposed of proposed Bylaw:</i>		Record names here: _____ _____ _____
<i>After each speaker is finished the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<i>Reeve:</i>		I will now call upon persons signed up on the sign-in sheet whom are in support of the proposed bylaw . Please state your <u>name</u> for the record. Please note that each party wishing to speak will have only one opportunity to do so, and their time will be limited to 10 minutes. Council Members may ask presenters questions for the purpose of clarifying the speaker's comments. Council will not debate this matter during the hearing. The decision(s) regarding whether or not to approve the bylaw(s) further readings will be dealt with later in the meeting.

Action	✓	Statements
<i>Public – In Favour of proposed Bylaw:</i>		Record names here: _____ _____ _____
<i>After each speaker is finished the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<i>After all who signed in have spoken, say:</i>		Is there anyone else who has not spoken and wishes to speak?
<i>After each speaker the Chair asks Council:</i>		Does Council have any questions or points of clarification?
5.0 Questions and Answers		
<i>Following all comments from the public, the Reeve asks Council:</i>		At this time, does any Council member have any additional questions of any speaker or of the staff or planner?
6.0 Closing Remarks		
<i>The Reeve announces:</i>		There being no further presentations. I would like to thank all presenters for their comments. Council will take your comments into consideration when deciding on this matter. I declare the public hearing on proposed bylaw _____ closed at _____.

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held virtually online on Wednesday, **September 15, 2021** starting at 9:03 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

The meeting was called to Order by the Reeve, Mr. Craig Lukinuk in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wednesday, Sept. 15, 2021</u>
1	Dan Gawalko	Virtually Present @9:08am
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Asst. CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Virtually Present
Mark Fedoretz – Shop Foreman	Virtually Present
Bob Novosiwsky – Public Works Foreman	Absent
Trevor Tychkowsky – Safety Officer	Virtually Present
Jordan Ruegg, Planning & Dev. Manager	Virtually Present
Kyle Schole, Planning & Dev. Assistant	Virtually Present
Carleigh McMullin – Ag. Fieldman	Virtually Present
Evonne Zukiwski – Communications Tech.	Virtually Present
Carole Dowhaniuk – GIS Tech.	Absent
Scott Franchuk – Fire Chief	Virtually Present
Spencer Kotylak – Deputy Fire Chief	Virtually Present @9:12am
Dave Franchuk – Env. Operations Manager	Virtually Present
Daniel Moric –Natural Gas Manager	Virtually Present

No Members of the Media were in attendance.
No Members of the Public were in attendance.

2. Agenda:

1163-21: Halisky

That the Smoky Lake County Council Budget Meeting Agenda for Wednesday, September 15, 2021 be adopted, as presented.

Carried Unanimously.

Dan Gawalko, Division One Councillor, virtually joined the meeting, time 9:08 a.m.

3. Minutes:

No Minutes.

4. Request for Direction:

2022 Budget and Five-Year Financial Plan – Finance Manager Presentation

The Finance Manager, Brenda Adamson, presented the following information:

Policy Statement No. 08-11-01 provides the guidelines for the budget process. The first step in budget creation is to get an understanding of Council's expectations for 2022 and future years. Items that need to be discussed are:

- Expected changes to service levels,
- Cost of Living increase for salaries,
- The policies that council would like reviewed with budget implications,
- Council projects for the five-year road plan,
- The Municipal Tax Rate: Proposed assessment changes,
- Funding major commitments currently under discussion: Building capital repairs \$1,600,000.

These guidelines along with the strategic plan and meetings will be used to compile the five-year road plan, capital budget, and operating budget, and the five-year financial plan.

- ✓ The Canadian CPI as at Jul is 3.7% and for Alberta it is 3.7%. Gasoline is one of the main contributors to the higher CPI this year.
- ✓ Residential assessment is based on market value as at July 2021. We would estimate that overall, the residential assessment to experience another increase.
- ✓ Non-residential, industrial, machinery/equipment, and linear assessments continue to be a concern. These assessments have continually decreased over the years.
- ✓ Contracts with CUPE will be negotiated this fall. We are asking council for an estimate to incorporate into the budget.
- ✓ Thus far, in 2021, Council has not directed any changes to services or programming, however, there have been discussions and concerns raised. If Council is thinking of changes, now is the time to look at how they will affect the budget.

There are many factors that will affect the 2022-2026 budgets. The guidelines provided by council today will be used as a starting point to build a plan and budget for 2022, 2023, 2024, 2025, and 2016. In order to meet MGA requirements, an interim budget must be approved before the Christmas break. In April, once we have the final assessment numbers and the school requisitions, we will be able to provide what will be the final budget for 2022 and then produce a five-year plan.

Council needs to contemplate these questions:

- What are the priorities in the five-year road plan?
- What changes does council expect in programming/services? (i.e., mowing, snow removal, shared services, planning department, etc.)
- What is the expected outcome of union negotiations?
- Which Policies does Council wish to review?
- How will we fund building capital repairs recommended in the assessment \$1,600,000?
- How should we plan considering the Assessment uncertainty?

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 9:12 a.m.

Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually joined the meeting, time 9:14 a.m.

2022 Budget and Five-Year Financial Plan – Council Discussion

Council held discussion considering the Finance Manager's presentation regarding the 2022 Budget and Five-Year Financial Plan, contemplated the following points, including but not limited to:

- The possibility of purchasing gravel and shutting down the County's pit operations to re-allocate staff to other work.
- The need to determine the cost of maintenance for the George McDougall Cemetery, Victoria District Cemetery and monument along the Victoria Trail.

- The need for dust control due to the increased activity on Range Road 174 between Township Road 610 and 612 to Hanmore Lake.
- The need to determine cost estimates for base stabilizations of major collector roads that are highly used.

7. **Delegation:**

Associated Engineering Alberta Ltd.

Virtually Present before Council from 9:39 a.m. to 10:37 a.m., was Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., to discuss and present the Bridge Priority Plan for Years 2022-2026.

Spencer Kotylak, Deputy Fire Chief, left the meeting, time 10:30 a.m.

Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually left the meeting, time 10:37 a.m.

5. **Request for Direction:**

Five-Year Bridge Priorities Program

1164-21: Orichowski

That Smoky Lake County Council approve the Five-Year Bridge Priority Plan for Years 2022-2026, and proceed to apply for the Year-2022 Strategic Transportation Infrastructure Program (STIP) funding for the following bridges:

1 2022 INSPECTIONS									
Type	Season	Number	Unit Cost	Engineering	Total	AT Share	County Share		
Level 1	Spring/Fall	40	\$ 350	\$ 14,000	\$ 14,000	\$	14,000		
Level 2	Spring	5	\$ 2,650	\$ 13,250	\$ 13,250	\$	13,250		
Major Bridge Inspec	Spring	0	\$ 1,200	\$ -	\$ -	\$	-		
SUMMARY TOTAL INSPECTIONS				Engineering	Total Cost	AT Share	County Share		
				\$ 27,250	\$ 27,250	\$ -	27,250		
2 2022 ENGINEERING ASSESSMENTS									
	Season			Engineering	Total	AT Share	County Share		
7814	Spring			\$ 10,000	\$ 10,000	\$	10,000		
8199	Winter			\$ 10,000	\$ 10,000	\$	10,000		
76552	Spring	2022		\$ 10,000	\$ 10,000	\$	10,000		
80532	Winter	2022		\$ 10,000	\$ 10,000	\$	10,000		
SUMMARY TOTAL ENGINEERING				Engineering	Total Cost	AT Share	County Share		
				\$ 40,000	\$ 40,000	\$ -	40,000		
3 2021 AEP GRANT FUNDED CONSTRUCTION									
	Season			Engineering	Total	AEP Share	County Share		
Proposed 2021 AEP Applications:									
5 BF78004	-				\$ 34,625	\$ 34,625	\$ -		
SUMMARY TOTAL ENGINEERING				Engineering	Total Cost	AT Share	County Share		
				TBD	TBD	TBD	\$ -		
4 2021 CONSTRUCTION CARRY OVER									
				Construction	Engineering	Total	AT Share	County Share	
BF13398 Construction				\$ 752,928	\$ 152,713	\$ 905,641	\$ 679,231	226,410	
Total Anticipated 2021 Construction Residual				\$ -	\$ -	\$ 905,641	\$ 679,231	226,410	
Lien holdback				\$ -	\$ -	\$ -	\$ -	-	
SUMMARY TOTAL CONSTRUCTION CARRY				Construction	Engineering	Total Cost	AT Share	County Share	
				\$ 752,928	\$ 152,713	\$ 905,641	\$ 679,231	226,410	
5 2022 CONSTRUCTION									
				Construction	Engineering	Total	AT Share	County Share	
Proposed 2021 STIP Applications:									
9 BF01772 Construction				\$ 543,048	\$ 101,457	\$ 644,505	\$ 483,379	161,126	
1 BF70923 Construction				\$ 186,675	\$ 33,325	\$ 220,000	\$ 165,000	55,000	
3 BF72828 Construction				\$ 135,600	\$ 26,950	\$ 162,550	\$ 121,913	40,638	
4 BF74018 Construction				\$ 69,850	\$ 10,500	\$ 80,350	\$ 60,263	20,088	
6 BF77862 Construction				\$ 37,500	\$ 5,625	\$ 43,125	\$ 32,344	10,781	
5 BF78004 Construction				\$ 130,833	\$ 7,667	\$ 138,500	\$ 103,875	34,625	
2 BF80532 Construction	TBD			\$ 165,000	\$ 35,000	\$ 200,000	\$ 150,000	50,000	
SUMMARY TOTAL CONSTRUCTION				Construction	Engineering	Total Cost	AT Share	County Share	
				\$ 1,268,506	\$ 220,524	\$ 1,489,030	\$ 1,116,772	372,257	
6 2021 BRIDGE PROGRAM MANAGEMENT									
	Hours	Rate		Engineering	Total	AT Share	County Share		
Budget Meetings	2	\$ 1,200		\$ 2,400	\$ 2,400	\$	2,400		
Bridge Program Management	160	\$ 177		\$ 28,320	\$ 28,320	\$	28,320		
SUMMARY TOTAL BRIDGE PROGRAM				Engineering	Total Cost	AT Share	County Share		
				\$ 30,720	\$ 30,720	\$ -	30,720		
2021 BRIDGE PROGRAM BUDGET SUMMARY									
				Construction	Engineering	Total Cost	Total AT Share	Total County Share	
1 2021 INSPECTIONS					\$ 27,250	\$ 27,250	\$ -	27,250	
2 2021 ENGINEERING					\$ 40,000	\$ 40,000	\$ -	40,000	
3 2020 CONSTRUCTION CARRY OVER				\$ -	\$ -	\$ 905,641	\$ 679,231	226,410	
4 2021 CONSTRUCTION				\$ 1,268,506	\$ 220,524	\$ 1,489,030	\$ 1,116,772	372,257	
5 2021 BRIDGE PROGRAM MANAGEMENT					\$ 30,720	\$ 30,720	\$ -	30,720	
TOTAL 2021 BUDGET SUMMARY				Construction	Engineering	Total Cost	Total AT Share	Total County Share	
				\$ 3,190,120	\$ 546,230	\$ 3,736,350	\$ 2,410,830	879,390	

Carried.

Five-Year Bridge Priorities Program - Advocacy

1165-21: Cherniwchan That Smoky Lake County Council forward the Five-Year Bridge Priority Plan for Years 2022-2026, along with the number of years the County has had a proactive bridge-priority program, to the Alberta Minister of Transportation and Mr. Glenn van Dijken, MLA Athabasca-Rewater-Westlock constituency, for advocacy purposes and their awareness of the estimated construction and/or maintenance costs of bridges within Smoky Lake County and the estimated bridge infrastructure deficit projected for Year-2035.

Carried.

4. Request for Direction:

2022 Budget and Five-Year Financial Plan (Continued)

Council continued discussion in respect to the 2022 Budget and Five-Year Financial Plan, including but not limited to:

- the desire to review the County Policies for snow removal, dust control, roadside mowing and spraying program, as well as the land use bylaw in respect to major campgrounds.

8. Executive Session:

Personnel Issue:

Collective Agreement - Canadian Union of Public Employees, Local Union No. 4575

1166-21: Halisky That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue: in respect to the cost of living and the upcoming negotiations for the Collective Agreement between Smoky Lake County and the Canadian Union of Public Employees, Local Union No. 4575, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer and Finance Manager, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, time 11:45 a.m..

Carried.

1167-21: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 11:50 a.m.

Carried.

4. Request for Direction:

2022 Budget and Five-Year Financial Plan (Continued)

Council continued discussion in respect to the 2022 Budget and Five-Year Financial Plan, including but not limited to:

- the Peace Officer and/or Bylaw Enforcement Services,
- Main Office building capital repairs,
- Property Assessment uncertainty, and
- interim budget requirements.

6. Correspondence:

No Correspondence

Adjournment:

1168-21: Lukinuk That the Smoky Lake County Council Budget Meeting of September 15, 2021, be adjourned, time 12:25 p.m..

Carried.

REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Departmental Operations Meeting** held on Tuesday, **September 21, 2021**, at 9:05 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to Order by the Reeve, Mr. Craig Lukinuk, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Sept 21, 2021</u>
1	Dan Gawalko	Virtually Present
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Public Works Manager	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Assistant	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Agricultural Fieldman	Carleigh Danyluk	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Deputy Fire Chief	Spencer Kotylak	Virtually Present @9:08am
Safety Officer	Trevor Tychkowsky	Virtually Present
Enviro. Op. Manager	Dave Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present

2. Agenda:

1169-21: Cherniwchan That the Smoky Lake County Council Departmental Operations Meeting Agenda for Tuesday, September 21, 2021, be adopted as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 9:08 a.m.

4. Request for Decision:

Capital Purchase – Unit 190 Year-2021 Western Star

1170-21: Orichowski That Smoky Lake County Council approve to purchase a Year-2021, Model Western star 4700, from Edmonton Viking Cives Ltd. as per their quote # 09022021JW, with a price in the amount of \$316,000.00, plus taxes, as of September 2, 2021, for the purpose of replacing Public Works Unit 190, in accordance with the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, within the budgeted amount not to exceed \$355,000.00.

Carried.

Capital Purchase – Unit 107 Year-2021 Dump Trailer

1171-21: Halisky That Smoky Lake County Council approve to purchase a 2021 tandem axle dump trailer from Capital Trailer as described in their email quote, with a price in the amount of \$15,500.00 plus tax, as of September 9, 2021, for the purpose of replacing Public Works Unit 107, in accordance with the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, within the budgeted amount not to exceed \$17,000.00.

Carried.

Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer

1172-21: Cherniwchan That Smoky Lake County Council **defer** the replacement of Public Works Unit 196, belly dump trailer, to the next County Council Meeting scheduled for September 23, 2021.

Carried.

Enterprise Fleet Management Canada Inc. Leases – Fleet Colours

1173-21: Cherniwchan That Smoky Lake County specify as of September 21, 2021 for all County Fleet Vehicles leased through Enterprise Fleet Management Canada Inc. be in the colour red.

Carried.

Enterprise Fleet Management Canada Inc. Leases – Unit 101B

1174-21: Halisky That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21, 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 101B, in the colour red.

Carried.

Enterprise Fleet Management Canada Inc. Leases – Unit 226A

1175-21: Orichowski That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21, 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 226A, in the colour red.

Carried.

Enterprise Fleet Management Canada Inc. Leases – Unit 239

1176-21: Cherniwchan That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21, 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 239 in the colour red.

Carried.

Carleigh Danyluk, Agricultural Fieldman, virtually left the meeting, time 9:44 a.m.

Carleigh Danyluk, Agricultural Fieldman, virtually joined the meeting, time 9:46 a.m.

Trevor Tychkowsky, Safety Officer, virtually left the meeting 9:50 a.m.

Trevor Tychkowsky, Safety Officer, virtually joined the meeting 9:55 a.m.

2. **Issues for Information:**

Manager's Reports:

Doug Ponich, Public Works Manager, virtually left the meeting, time 10:06 a.m.

Public Works Shop Foreman's Report

Headache Racks for Beacon Lights on Fleet Vehicles

1178-21: Orichowski That Smoky Lake County Council approve to include a budget for headache racks with beacon lights on 27 fleet vehicles in the amount of \$23,500.00 for Year-2022.

Carried.

Mark Fedoretz, Shop Foreman, virtually left the meeting, time 11:04 a.m.

Trevor Tychkowsky, Safety Officer, virtually left the meeting, time 11:04 a.m.

Carleigh Danyluk, Agricultural Fieldman, virtually left the meeting, time, 11:15 a.m.

Planning and Development Manager's Report

Application to Vary the 300M Setback - former Waskatenau Nuisance Ground

1179-21: Halisky That Smoky Lake County write a letter to Glenn van Dijken, MLA for the Athabasca-Barrhead-Westlock constituency, requesting his advocacy on behalf of Smoky Lake County, in respect to following up with the Minister of Environment and Parks, to move forward with the consent to vary the setback distance for development to the non-operating, reclaimed, former Waskatenau Nuisance Grounds, legally described as Plan 5225CL; OT, located on SE-16-59-19-W4, as it is holding back development and withholding interested parties from purchasing the land.

Carried.

Scott Franchuk, Fire Chief, virtually left the meeting, time, 11:22 a.m.

Meeting Recessed Meeting recessed for Lunch, time 12:01 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:44 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Planning and Development Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Communications Technician, and Environmental Operations Manager.

Environmental Operations Manager's Report

Proposed Sani-Dump Station for RVs near Bellis

1180-21: Cherniwchan That Smoky Lake County investigate the cost of installing a Sani-Dump Station in the Bellis area, where RV owners and renters can dump their gray and black water into a sanitary sewer in a safe and responsible way; and bring the information forward for budgetary discussion purposes as a possible Year-2022 project.

Carried.

Dave Franchuk, Environmental Operations Manager, left the meeting, time 1:17 p.m.

Carole Dowhaniuk, GIS Officer, virtually left the meeting time 1:36 p.m.

Communication Technician's Report

Microsite Website Request - County Microsite for Canadian Heritage River

1181-21: Halisky That Smoky Lake County approve action taken to provide for the County Planning and Development Department to utilize an All-Net basic micro-website through the County's website to establish for municipal purposes for promoting the "Canadian Heritage River".

Carried.

Microsite Website Request - Victoria District Economic Development Strategy

1182-21: Cherniwchan That Smoky Lake County approve action taken to provide for the County Planning and Development Department to utilize an All-Net basic micro-website through the County's website to establish for municipal purposes for awareness and promoting the "Economic Development Strategy".

Carried.

Manager's Reports

1183-21: Orichowski That the Smoky Lake County Management Reports received for the period between July 19, 2021 to August 18, 2021 from the Public Works Manager, Public Works Foreman, Public Works Shop Foreman, Natural Gas Manager, Environmental Operations Manager, Planning and Development Manager, Safety Officer, Fire Chief, GIS Officer and Communications Technician, be accepted as presented and filed for information; and **defer the Agricultural Fieldman's report** to the next County Council Meeting scheduled for September 23, 2021.

Carried.

2. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Adjournment:

1184-21: Lukinuk That the Smoky Lake County Council Meeting for the purpose of Departmental Operations for September 21, 2021, be adjourned, time 1:42 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **September 23, 2021** at 9:05 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to order by the Reeve, Mr. Craig Lukinuk, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Sept. 23, 2021</u>
1	Dan Gawalko	Virtually Present
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Absent
Plan/Dev Assistant	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present
Media	Redwater Review	Absent
Public	1 Member	Virtually Present

2. Agenda:

1185-21: Halisky

That the Smoky Lake County Council Meeting Agenda for Thursday, September 23, 2021, be adopted, as amended:

Additions to the Agenda:

1. Agricultural Fieldman’s Report.
2. Capital Purchase - Unit 196 Year-2021: DeCAP Belly Dump Trailer.
3. Alberta Transportation Response dated September 20, 2021 Re: Flooding at 59257 - Highway 855.
4. Delegation: Cam Crosswell with DDC Sand, Gravel, and Concrete: Re: Winter Haul.
5. Delegation: Transition Solutions Inc. Re: Phase II Governance Review.
6. Smoky Lake Curling Association – Request for Funding.

Carried Unanimously.

3. Minutes:

Minutes of August 24, 2021 – County Council Departmental Meeting

1186-21: Gawalko

That the minutes of the **Smoky Lake County Council Departmental Meeting** held on Tuesday, August 24, 2021, be adopted as presented.

Carried

Minutes of August 26, 2021 –County Council Meeting

1187-21: Orichowski That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, August 26, 2021, be adopted as presented.

Carried.

Additions to the Agenda:

Agricultural Fieldman’s Report

1188-21: Cherniwchan That the Smoky Lake County Management Reports received for the period between July 19, 2021 to August 18, 2021 from the Agricultural Fieldman, be accepted as presented and filed for information.

Carried.

Carleigh Danyluk, Agricultural Fieldman, virtually left the meeting, time 9:25 a.m.

Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer

1189-21: Orichowski That Smoky Lake County Council approve to exceed the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, for the replacement of Public Works Unit 196 in the budgeted amount of \$65,000.00, to purchase a Year-2021 Cross Country Belly Dump trailer, from Gerry’s Trailer Sales Ltd. as per their email quote with a price in the amount of \$65,500.00, plus taxes, as of September 8, 2021.

Carried.

Mark Fedoretz, Shop Foreman virtually left the meeting, time 9:35 a.m.

4. Request for Decision:

2021 General Municipal Election – Poll Workers Compensation

1190-21: Halisky That Smoky Lake County approve the following compensation rates for each of the Year-2021 Municipal Election Polling Station Workers, in the amounts of:


- \$350.00 for Monday, October 18, 2021, on Election Day and for Saturday, October 9, 2021 for the Advance Poll,
- \$200.00 for Saturday, October 14, 2021, and
- \$150.00 for attending the half-day of training.

Carried.

Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-op (Pumpkin Patch): Terms of Reference.

1191-21: Lukinuk That Smoky Lake County adopt Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-op (Pumpkin Patch): Terms of Reference:

Title: Smoky Lake Community Daycare Co-operative (Pumpkin Patch) - Terms of Reference	Policy No.: 07-01
Section: 07	Code: P-S
	Page No: 1 of 2
Legislation Reference:	Alberta Provincial Statutes.
Purpose:	To provide for the appointment of Council members to the Smoky Lake Community Daycare Co-operative Committee's elected Board of Directors, and to outline the objectives of Smoky Lake County's appointed members.

Policy Statement and Guidelines:
<p>1. STATEMENT:</p> <p>1.1. Smoky Lake Community Daycare Co-operative (The Pumpkin Patch) was incorporated on September 19, 2018 as the first co-operative daycare in Alberta under Alberta Company Number 2221441526, that opened its doors on October 1, 2018 as a not for profit, accessible, accredited, licensed daycare facility in Smoky Lake, under the co-operative model governed and operated by an elected Board of Directors.</p> <p>1.2. Smoky Lake County and the Town of Smoky Lake have agreed to provide municipal representation on the Board of Directors in partnership with the Aspen View Public Schools Division No. 78.</p> <p>1.3. Smoky Lake County has the Smoky Lake Community Daycare Co-operative (The Pumpkin Patch) listed through Recreation & Cultural Services as a Municipal Committee.</p> <div style="text-align: center;">  </div> <p>2. DEFINITION(S):</p> <p>2.1. "Appointed Member" for the purpose of this policy means the Councillor appointed to the Smoky Lake Community Daycare Co-operative (Pumpkin Patch).</p>

Title: Smoky Lake Community Daycare Co-operative (Pumpkin Patch) - Terms of Reference	Policy No.: 07-01
Section: 07	Code: P-S
Page No: 2 of 2	

<p>3. OBJECTIVES:</p> <p>3.1. As a community stakeholder, the County's Appointed Members:</p> <p>3.1.1. are to represent the County on the Board of Directors, who are responsible for the hiring of staff, determining wage and salary allocations, and ensuring program guidelines for the Smoky Lake Community Daycare Co-operative (Pumpkin Patch),</p> <p>3.1.2. assist in decision-making for the operations of the daycare that facilitates childcare for infants, toddlers, preschools, and kindergarteners, and</p> <p>3.1.3. attend all scheduled meetings and share all communications and information to Council.</p> <p>4. GUIDELINES:</p> <p>4.1. Appointed Members must undergo a "Vulnerable Sector Check" which is governed by section 6.3(3) of the Criminal Records Act and obtained through the RCMP as an information check plus a check to see if a person has a record suspension (pardon) for sexual offences.</p> <p>4.2. Appointed Members shall consist of one member of Council, plus one more as alternate, and are appointed at the County Council Organizational Meeting each year.</p>
--

Carried.

One Member of the Public virtually joined the meeting, time 9:42 a.m.

Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference

1192-21: Orchowski

That Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given **FIRST READING**.

Carried.

Moved by Councillor Halisky, that Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given **PERMISSION for third reading**.

Carried.

Moved by Councillor Cherniwchan that Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, 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.

One Member of the Public virtually left the meeting, time 9:45 a.m.

Doug Ponich, Public Works Manager, virtually joined the meeting, time 9:45 a.m.

Safety Codes Agency Agreement - Request for Proposals

1193-21: Halisky

That Smoky Lake County, as Managing Partner, in conjunction with its municipal partners, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, award the Safety Codes Services Contract to The Inspections Group Inc., for a term of five (5) years, for the period of January 1, 2022, to December 31, 2026, and enter into a Safety Codes Services Agreement with the Inspections Group Inc., to provide Safety Codes Services in the Building, Electrical, Plumbing, Gas and Private Sewage Disposal Disciplines, and to have the option to include the Fire Discipline, in reference to the Joint Quality Management Plan, and as required as an Accredited Municipality under the Safety Codes Act, R.S.A., 2000, c. S-1, as amended.

Carried.

Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, virtually joined the meeting, time 9:55 a.m.

7. Delegation (Addition to the Agenda):

Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel

Virtually present before Council from 10:05 a.m. to 10:11 a.m. was Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, to discuss a proposed Winter Haul Road Agreement.

Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel - Haul Road Agreement

1194-21: Lukinuk

That Smoky Lake County execute a Haul Road Agreement for Winter Haul, as per Policy Statement No. 03-14-12, for the period of December 15, 2021 to February 28, 2022 with Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel to haul approximately 30,000 tonnes, provided the conditions are right, from Township Road 610 South on Range Road 181 to Township Road 604 and West to Highway 831.

Carried.

Delegation: Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, virtually left the meeting, time 10:11 a.m.

Regional Post Election Council Orientation Training

1195-21: Cherniwchan

That Smoky Lake County engage Brownlee LLP to coordinate a virtual Regional Council Orientation Training to be scheduled for November 4, 2021 at a cost in the amount of \$4,050.00, as per the letter quote received from Jeneane S. Grundberg, Q.C., ICD.D, Brownlee LLP, dated September 15, 2021; and participate with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna on a cost-share basis equally divided per participant to be paid to Smoky Lake County, in accordance with the recommendation received from the Smoky Lake Region Intermunicipal Collaboration Committee (ICC) meeting held on September 15, 2021.

Carried.

Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications

1196-21: Halisky

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation

1197-21: Gawalko

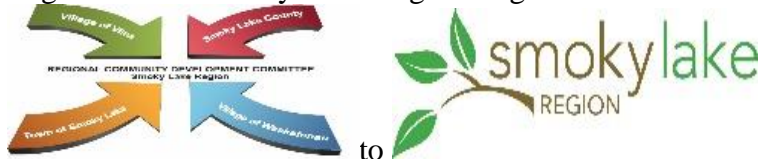
That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC):
Community Economic Development Officer (CEDO) – Reporting Schedule**

1198-21: Orichowski That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Reporting Schedule, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC):
Community Economic Development Officer (CEDO) – Performance Appraisal**

1199-21: Cherniwchan That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Performance Appraisal, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) -
Job Description**

1200-21: Lukinuk That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) - Job Description, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:

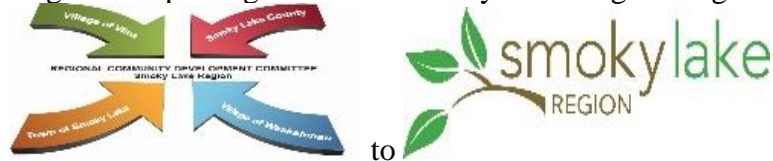


Carried.

**Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC):
Smoky Lake Region Strategic Plan**

1201-21: Halisky

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:

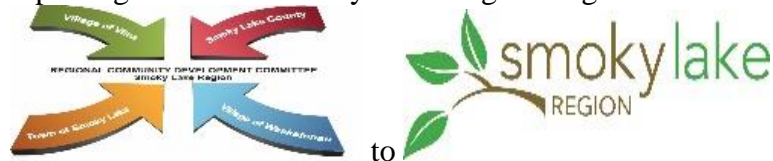


Carried.

**Policy Statement No. M61-02-02: Regional Community Development Committee (RCDC):
Work Plan**

1202-21: Orichowski

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. M61-02-02: Regional Community Development Committee (RCDC): Work Plan, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

Bylaw No. 1405-21: Bylaw Enforcement Officer

1203-21: Halisky

That Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **FIRST READING**.

Carried.

Moved by Councillor Orichowski, that Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **SECOND READING**.

Carried.

Moved by Councillor Cherniwchan, that Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **PERMISSION for Third Reading**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **THIRD AND FINAL READING**.

Carried.

Bylaw Enforcement Officer - Investigative Assurance c/o Tammy Goddu

1204-21: Orchowski That Smoky Lake County appoint Investigative Assurance c/o Tammy Goddu, as the contract Bylaw Enforcement Officer for Smoky Lake County and acknowledge an “Oath of Office” was executed by Ms. Goddu on September 21, 2021 to provide Bylaw Enforcement Services to Smoky Lake County in accordance with the law.

Carried.

Delegation: Bob Novosiwsky, Landowner, joined the meeting via telephone, time 10:24 a.m.

7. Delegation:

Bob Novosiwsky - Landowner

Virtually present before Council from 10:25 a.m. to 10:39 a.m. was Bob Novosiwsky, Landowner, to discuss Road Alignment at NE-19-57-13-W4 under Executive Session.

8. Executive Session:

Land and Legal Issues:

1205-21: Halisky That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue, under the authority of the FOIP Section 27: Privileged Information, relating to Road Alignment at NE-19-57-13-W4, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Delegation: Bob Novosiwsky, and Legislative Services Clerk, time 10:25 a.m..

Carried.

1206-21: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 10:36 a.m..

Carried.

Road Closure – Road Plan 10 CL and Road Plan 3098HW, NE-19-57-13-W4

1207-21: Cherniwchan That Smoky Lake County Council **rescind** the August 26, 2021, Motion #1115-21 in respect to all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, **and resolve:**

1. to close all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, subject to written approval for the landowner of the lands legally described as NE-19-57-13-W4M;
2. to close a portion of road measuring about 440ft more or less in length, located southeast of the lands legally described as SE-30-57-13-W4M, subject to written approval for the landowner of the lands legally described as SE-30-57-13-W4M;
3. and further, subject to Ministerial approval of both the closures,
 - a. to register a new Road Plan to incorporate the as-built road lying within the lands legally described as NE-19-57-13-W4M & SE-30-57-13-W4M, as per Smoky Lake County Policy No. 03-61: Road Closure or Cancellation;
 - b. and that each said land-swap with each landowner be for \$1.00;
4. and complete the said work at the County’s cost, with surveying not to exceed the amount of \$5,000.00, **to be allocated from the Planning and Development budget**, as the file was initially commenced in 1991 but left incomplete.

Carried.

5. Issues for Information:

**Finance Manager's Report:
Actual to Budget Report**

Brenda Adamson, Finance Manager presented an updated Financial Report for the period of August 19, 2021 to September 16, 2021.

Family and Community Support Services (FCSS) Grant

1208-21: Halisky

That Smoky Lake County approve to allocate funding from the 2021 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows: in the amount of **\$2,500.00** for a "Support Respect in Sport" program to be facilitated by the Smoky Lake Minor Hockey Association.

Carried.

Addition to the Agenda

Smoky Lake Curling Association – Funding Request

1209-21: Lukinuk

That the Smoky Lake County Council approve to contribute funds, in the amount of **\$11,188.00** allocated from Municipal Sustainability Initiative (MSI) Operating funds to the Smoky Lake Curling Association, stipulating the said funds must be utilized to sustain the curling rink facility operating fees; in response to the letter request for funding, received from Amy Cherniwchan, Director/Treasurer, dated September 20, 2021.

Carried.

Finance Manager's Report

1210-21: Halisky

That Smoky Lake County's Finance Manager's Report for the period of August 19, 2021 to September 16, 2021, be accepted and filed for information.

Carried.

Kyle Schole, Planning and Development Assistant, virtually left the meeting, time 11:00 a.m.

Chief Administrative Officer's Report

The Chief Administrative Officer (CAO) provided a written report to Council for the period of August 26, 2021 to September 23, 2021 as follows:

LEGISLATIVE / GOVERNANCE

- Bylaw Enforcement: the contracts were executed, and Investigative Assurance has been contracted to provide Bylaw Enforcement services to the County until we hire a CPO.
- TSI – Several meetings. Draft Governance report for Council review. TSI will undertake a presentation as a delegation to Council. Recommendation as the next step is to forward the report to the Committee members for their review, possible meeting with TSI (Zoom) and forward comments to TSI.
- Joint Health and Safety Committee Sept 16/21.
- ICC Committee meeting Sept 16/21.
- Ukrainian Twinning Working Group Committee meeting Sept 17/21.

ADMINISTRATIVE

- Administration Building Upgrades – Roof Replacement: The contract has been executed. The Contractor is having some supplier issues in ordering materials. It is expected that the startup meeting will occur on Monday, Sept 27 with mobilization commencing at that time as well.
- RCDC Meeting Aug 30/21.
- Bonnie Lake Resort – Meetings pertaining to development/engineering.
- Administrators meeting to discuss possible ACP projects.

- COVID Meeting – Hinshaw Sept 08/21.
- Alberta Environment & Protection Information Session – Gravel Leases Sept 09/21.
- Victoria District Economic Development Sept 15/21.
- Stacey Miskew – Mons Lake broadband request – joint meeting with Town and VM Systems to look into options for bringing increased broadband to Mons Lake. Preliminary dialogue and processes, including Local Improvements for request of subsidization.
- Council Departmental meeting Sept 21/21.

HIGHWAY 28/63 Regional Water Services COMMISSION

- Meeting with Legal – Discussion of risk and outstanding agreements Sept 01/21.
- Meetings with Associated Engineering – Ongoing Issues.
- Meeting with WFL Leadership Sept 03/21.
- Associated Engineering Reservoir Issues Sept 08/21.
- HWY 28/63 Meeting Aug 18/21.

FINANCIAL

- County preliminary Budget discussion with Council Sept 15/21.

HUMAN RESOURCES

- Shop Foreman: 4 resumes were received for the position. The Committee met to review the resumes on Aug 19 and two were selected for interviews. Interviews were set up for Aug 31/21. One candidate declined and the interview proceeded with one individual. Mark Fedoretz was offered the position of Public Works Shop Foreman.
- Contract Review – Community Economic Development Officer (CEDO).
- Legal – Managing Partner Deficiency Issues.

COMMUNITY

- Alberta Care Conference cancellations Sept 04/21.
- Doctor Retention and Recruitment Committee Sept 14/21.

TRAINING

- N/A.

Dave Franchuk, Environmental Operations Manager, virtually joined the meeting, time 11:25 a.m.

Public Works Shop Foreman Position

1211-21: Halisky That Smoky Lake County Council acknowledge Mr. Mark Fedoretz is the successful candidate to fulfill the position of Public Works Shop Foreman, effective September 1, 2021.

Carried.

Dave Franchuk, Environmental Operations Manager, virtually left the meeting, time 11:32 a.m.

Alberta Transportation - Land Flooding at Rural Address 59257 – Highway 855

1212-21: Orichowski That Smoky Lake County acknowledge receipt of the reply letter from Michael Botros, P.Eng., Regional Director North Central & Fort McMurray Regions, Alberta Transportation, dated September 20, 2021, in response to County Council Motion 945-21 passed on June 24, 2021 in respect to the letter received by Smoky Lake County from Stephanie Jarema, dated June 10, 2021, regarding flooding issues on the land located at the rural address: 59257 – Highway 855; stating “the highway infrastructure is sufficient to meet Alberta Transportation's drainage neutral design philosophy” and recommending “a drainage assessment of the area may be beneficial as a first step in determining solutions for the residents.”.

Carried.

11:48 to 11:48 a.m. 9. **Public Question and Answer Period:**

None.

Meeting Recessed Meeting recessed for Lunch, time 11:48 a.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:34 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Communications Technician, Fire Chief, Deputy Fire Chief, two Members of the Public, and Delegation: Keven Lefebvre from Transitional Solutions Inc.

7. **Delegation:**

Transitional Solutions Inc. – Keven Lefebvre

Virtually present before Council from 12:35 p.m. to 1:30 p.m. was Keven Lefebvre of Transitional Solutions Inc. to present the interim report in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, under executive Session.

8. **Executive Session:**

Land and Legal Issue:

Transitional Solutions Inc – Regional Fire Services Study

1213-21: Cherniwchan That Smoky Lake County Council go into Executive Session to discuss three Land and Legal Issues, under the authority of the FOIP Section 27: Privileged Information, relating to the interim report in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Fire Chief, Assistant Fire Chief, Legislative Services Clerk, and Delegation: Keven Lefebvre of Transitional Solutions Inc., time 12:34 p.m..

Carried.

1214-21: Orchowski That Smoky Lake County Council go out of Executive Session, time 1:36 p.m..

Carried.

Transitional Solutions Inc – Regional Fire Services Study

1215-21: Halisky That Smoky Lake County **defer** the interim report, dated September 17, 2021, in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, as prepared by Transitional Solutions Inc. which was received under the authority of the FOIP Act Section 27: Privileged Information; **to a future Smoky Lake Region Fire & Rescue Services Committee Meeting** for discussion after the 2021 Municipal Election.

Carried.

Financial Statements

As annexed to the minutes:

- ↳ Financial Statement – May and June 2021.

Action List(s)

Action Lists:

- i. County Council Departmental Meeting – June 22, 2021.
- ii. County Council Meeting – June 24, 2021.
- iii. County Council Special Meeting – June 28, 2021.
- iv. County Council Departmental Meeting – July 20, 2021.
- v. County Council Committee of the Whole for the Purpose of Planning Meeting – July 28, 2021.
- vi. County Council Special Meeting – August 5, 2021.

Business Arising from the Action List – August 26, 2021, Council Motion #1095-21

Re-schedule Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite

1216-21: Lukinuk

That Smoky Lake County's **Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite**, scheduled for Thursday, September, 23, 2021, at 9:15 a.m., **be rescheduled to the December 2021 Council Meeting** to be held at the Smoky Lake County Council Chambers and concurrently broadcasted via Zoom, and advertise said Public Hearing in the local newspaper, as per the requirements of the Municipal Government Act, and provide notice of said Public Hearing to adjacent landowners located within 500 meters of the proposed closure area, and provide notice of said Public Hearing on the County's website, as per Smoky Lake County Bylaw No. 1282-15: Planning and Development Public Hearing Procedures.

Carried.

Chief Administrative Officer's Report

1217-21: Orichowski

That Smoky Lake County's Chief Administrative Officer's report for the period of August 26, 2021, to September 23, 2021, be accepted and filed for information.

Carried.

5. Issues for Information:

Division One Councillor's Report on various Committees, Boards and Commissions

Dan Gawalko - Division One Councillor's Report from various Committees, Boards and Commissions:

- No report.

Division Two Councillor's Report on various Committees, Boards and Commissions

Johnny Cherniwchan - Division Two Councillor's Report from various Committees, Boards and Commissions:

Reports provided from the September 13, 2021 N.E. Muni-Corr Ltd. Meeting agenda package included:

- Business from Minutes
 - 2021-13 Draft Meeting Procedural Policy Carried.
 - 2021-14 Right of Way/Siding Lands Enhancement Policy Carried.
 - Draft Bylaw Update - Sent to Municipalities.
 - Discussion on Bonnyville Regional Fire Authority Invoice – Tabled.
 - Discussion on Regional Fire Authority.
- Correspondence
 - Response to Reeve Craig Lukinuk, Smoky Lake County.
 - Response to Deputy Reeve Chad Colburne, Town of Bonnyville.
 - Response to Rodd Thorkelsson, Brownlee LLP- Letter attached.
- Reports
 - Riverland Recreational Trail Society--Nothing much to report.
 - Administration - Marianne Janke - Report attached.
- New Business
 - Glendon Landscape - Maps attached.
 - Problems with vehicles on Beaver River Trestle.
- Controllers Report reviewed.
- Next Meeting October 4, 2021.

Division Three - Reeve's Report on Various Committees, Boards & Commissions

Craig Lukinuk: Reeve and Division Three Councillor's Report from various Committees, Boards and Commissions:

August 19, 2021 – Métis Nation of Alberta 93rd Annual General Assembly, held Métis Crossing: (Craig & Lorne)

- Provided a speech to welcome all Elders, Officials, Dignitaries and Special Guests to the County and to the historic, beautiful banks of the North Saskatchewan River at Métis Crossing.

August 20, 2021 - Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (Craig)

- Received roundtable updates on activities and progress of the formation of the Municipally Controlled Corporation and Limited Corporation.

August 21, 2021 - Metis Crossing Parade and Unveiling of War Veteran Memorial Plaque, held Métis Crossing: (Craig)

- Attended the 93rd Annual AGM at Metis Crossing where I was the Delegation Representing Smoky Lake County in a Parade Pre-session for the Unveiling of the Metis Veteran Memorial Plaque.

August 24, 2021 - Council Departmental Operations meeting, held in Chambers/Virtually: (all Council)

- Approved to cancel the Annual Farmers and Ranchers Appreciation Event for 2021 because of the uncertainty of everchanging COVID-19 pandemic restrictions.
- Approved to temporarily replace the seasonal Trapper position with a fulltime salaried Animal Control Technician position.
- Proclaimed September 7, 2021, as Ukrainian-Canadian Heritage Day.
- Proclaimed September 19 to September 25, 2021, to be designated as Alberta Development Officers Week.
- Approved to execute two lease agreements with Enterprise Fleet Management Canada Inc. to provide two County trucks.

August 26, 2021 - Council Regular Meeting, held in Chambers/Virtually: (all Council)

- Gave first reading to Bylaw 1402-21 for a Road Closure of located Warspite.
- Acknowledged remediation reports received for the Former Waskatenau Nuisance Ground.
- Resolved to renew Bylaw No. 1289-16: Smoky Lake County & Town of Smoky Lake Intermunicipal Development Plan.
- Approved the Heritage River Management Planning Process Framework.
- Approved the procurement and placement of wayfinding signage at the County's Lake subdivisions.
- Approved to sponsor the 3rd Annual "Power Up North!" conference at Metis Crossing.
- Approved to offer for sale at a public auction the properties in tax arrears with Tax Notifications on November 12, 2021.
- Approved adding September 30th as the "National Day for Truth and Reconciliation" and have the offices closed on that day each year.
- Reviewed the organizational chart structure.
- Approved to execute a service contract agreement for enforcing County bylaws with Investigative Assurance, of Elk Point.
- Approved awarding the contract to Western Weather Protector, of St. Albert, Alberta to replace the roof on the County's Main Office.
- Amended Management Policy Statement No. 1-M-08-05: Shop Foreman – Job Description.
- Amended Management Policy Statement No. 1-M-25-03: Grader Operator – Job Description.
- Approved to enter into three Tax Agreement to recover outstanding property taxes.
- Acknowledged the Public Participation process was engaged for the five-year 2021- 2025 Financial Plan.
- Approved to donate \$200 to the Redwater-Smoky Lake Victim Services Unit's Annual Charity Golf Tournament.

August 30, 2021 – Regional Economic Development Committee (RCDC), held in Chambers/Virtually: (Craig, Lorne, Johnny)

- Approved to provide \$1,000 to Métis Crossing for the Travel Alberta Cooperative Marketing project.
- Amended the Strategic Priorities Chart to include the Vilna Mainstreet Revitalization Project in the NOW category.
- Discussed the review of the Terms of Reference.

September 3, 2021 - Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (Craig)

- Received roundtable updates on activities and progress of the formation of the Municipally Controlled Corporation and Limited Corporation.

September 9, 2021 – Power up North Conference: (Craig)

- Attended this event and brought Greetings on Behalf of Smoky Lake County.

September 14, 2021 – Doctor Retention and Recruitment Meeting, held virtually: (Craig, Johnny, Randy)

- Received the Drs. Raubenheimer Medical Clinic Cheque for unspent fund as per the Memorandum of Understanding.
- Acknowledge the Doctor Retention and Recruitment Committee Letter of Support for the Vilna Health Centre Lab.

September 15, 2021 – Council Budget Meeting, held in Chambers/Virtually: (all Council)

- Discussed the 2022 Budget and Five-Year Financial Plan to provide direction to administration.
- Approved the five-year Bridge Priority Plan for 2022-2026.

September 15, 2021 - Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (all Council)

- Councillors, Administrators, Directors and Management of: Smoky Lake County, Town of Smoky Lake, Village of Vilna, Village of Waskatenau, Métis Crossing, and Métis Nation of Alberta attended, and information was shared on the status of Tourism Strategy, expressing appreciation for the leadership to date, highlighting relationships built through the past 2 years of engagement, and providing the participants with briefing notes to reference when speaking with the public.

September 16, 2021 – Smoky Lake Region Intermunicipal Collaboration Committee (ICC), held virtually: (Criag, Johnny, Lorne)

- Recommended awarding the regional Safety Codes Services contract to The Inspections Group Inc.
- Recommended participate and cost share in a virtual Regional Council Orientation Training after the municipal election.

Division Four Councillor's Report on various Committees, Boards and Commissions

Lorne Halisky - Division Four Councillor's Report from various Committees, Boards and Commissions:

September 01, 2021 – Northeast Alberta Information HUB AGM/Board/Membership Meeting (in-person): Lorne Halisky

- Open message delivered by Steve Upham introducing three MLA's in attendance Garth Rowsell Vermillion-Lloydminster-Wainwright, David Hanson Bonnyville-Cold Lake-St. Paul and Jackie Armstrong Homeniuk Fort Saskatchewan-Vegreville. Also announcing that he is retiring from the Northeast Alberta Information Hub Board Chair position.
- Financial report presented with all in good standing.
- Executive Director Perry Phillips discussed that the Northeast Alberta Information Hub has 45 entities which includes towns, cities, villages, hamlets and colleges etc. The Northeast Alberta Information Hub Strategic Plan of viable investment, business expansion, identify/develop specific value propositions, market diversification and barrier(s) identification with focus areas of membership fees, Alberta's emerging hemp industry, Cares project, Agri-food sector, Drone video for marketing, Thought for food initiative and Eastern Alberta Trade Corridor/ Palliser Economic Partnership which includes rework/web design etc.
- Next Northeast Alberta Information Hub Meeting is TBD.

September 16, 2021 – Joint Health and Safety Meeting (virtually): Johnny Cherniwchan and Lorne Halisky

- No training was completed from August 12, 2021 to September 16, 2021; and prioritize First Aid training for all employees to be completed prior to the next Joint Health & Safety Committee Meeting.
- Verbal report received on September 16, 2021 regarding the Formal Safety Inspections completed on the following areas: Public Works (New Shop), Public Works (Old Shop), Gas Bay, Agricultural Bay and Parks & Recreation Trailers Units 714 & 713.
- There were 6 break-and-enter, property damage incidents reported for the period of August 10, 2021 to September 16, 2021: August 10, 2021, at Vilna Fire Hall, September 3, 2021, at Whitefish Off-Reserve Water Reservoir, September 4, 2021, at Spedden Landfill, September 12, 2021, at Spedden Landfill, September 13, 2021, at Spedden Landfill and September 13, 2021, at Vilna Waste Transfer Site.
- Internal Audit Action Plan had some progress mainly in the administration area since last reporting period reported by the Safety Officer.
- Joint Health & Safety Committee members who can attend – attend the Northern & Southern Alberta Safety Council Meeting scheduled for September 21, 2021, to be held virtually.
- The Chief Administrative Officer has assigned the Safety Officer to implement temporary measures to reduce the impacts of COVID-19 on the health care system, as per the Government of Alberta's COVID-19 public health actions, which will address members of the public visiting County Offices; and acknowledge these temporary measures must be in place prior to Monday, September 20, 2021 as it is the closing date for the Municipal Election Nomination Period; and also acknowledge the Safety Officer is to ensure the temporary measures continue to be aligned with Alberta's COVID-19 public health actions as they evolve, in respect to receiving property tax payment.
- Mental health is just as important as physical health. As the saying goes: Everyone is fighting a battle you know nothing about. Be kinder than necessary.
- Take breaks from watching, reading, or listening to news stories, including those on social media. It's good to be informed but hearing about the pandemic constantly can be upsetting. Consider limiting news to just a couple times a day and disconnecting from phone, tv, and computer screens for a while.
- Harvest continues so please be aware of moving farm equipment and allow them enough space to get by if passing them on a roadway.
- Theft in the region continues so please ensure all vehicles/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- External auditor has been booked for the week starting October 18, 2021.
- Safety Officer is working on fire drills for buildings.
- Emergency procedures for transfer sites and gravel scale shack were completed.
- Awareness of upcoming hunting season.
- Keep your mind on task at all times, conduct hazard assessments, and report all incidents to help prevent loss.
- Please continue to report all hazardous road conditions including fallen or leaning trees, missing road signs etc. to County Public Works.
- Next JH&S Meeting is scheduled for Thursday, October 14/21.

Division Five Councillor's Report on various Committees, Boards and Commissions

Randy Orichowski - Division Five Councillor/Deputy Reeve's Report from various Committees, Boards and Commissions:

Smoky Lake Seniors Foundation meeting held September 16, 2021

- Minutes from previous meeting attached
- Managers, maintenance, and CAO reports attached
- No progress on the possibility of internet towers on Bar V Nook manor. The town may consider an alternate location
- A new Harassment & Workplace Violence Policy was passed HR645
- Minister of Seniors visit scheduled for August 26/2021 was a no show. However, we did see Facebook clips of her visiting St. Paul and Bonnyville that day.
- National Truth and Reconciliation Day will be observed on September 30/2021 It will be considered a paid holiday for staff.
- Always aware of new guidelines and restrictions imposed by AHS and the Province.
- COVID relief funding still being received.
- Next meeting is scheduled for October 14th 2021 at 9:00 a.m.

Councillors Reports on Various Committees, Boards and Commissions

1218-21: Orichowski That the Smoky Lake County Councillors Reports received for the period of August 26, 2021 to September 16, 2021, be accepted and filed for information and the Reeve's Report for the period of August 16, 2021, to September 16, 2021, be accepted and filed for information, as well as posted to the County website.

Carried.

8. Executive Session:

Land and Legal Issue:

North East Muni-Corr Ltd.

1219-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue, under the authority of the FOIP Section 27: Privileged Information, and Section 16: Third Party Business Interest, relating to board member obligations and fiduciary duties in respect to North East Muni-Corr Ltd., in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, time 1:54 p.m..

Carried.

1220-21: Halisky That Smoky Lake County Council go out of Executive Session, time 2:01 p.m..

Carried.

Smoky Lake Community Daycare Committee – Program Director

1221-21: Halisky That Smoky Lake County acknowledge receipt of the email from Tenille Garton, dated September 13, 2021 announcing her resignation from the position of Program Director at the Smoky Lake Pumpkin Patch Daycare, effective September 30, 2021.

Carried.

County Council Organizational Meeting

1222-21: Cherniwchan That the next Smoky Lake **County Council Organizational Meeting** be scheduled for **Thursday, October 28, 2021, at 9:00 a.m.**, to be held physically in County Council Chambers and virtually, through Electronic Communication Technology as per Bylaw 1376-20.

Carried.

6. Correspondence:

Service Line Warranties of Canada

1223-21: Gawalko That the letter received by Smoky Lake County from Mike Van Horne, General Manager, Service Line Warranties of Canada, dated August 10, 2021, in regard to their program which educates homeowners about their service line responsibilities and offers protection from unanticipated service line repair costs, be filed for information.

Carried.

New H.A. Kostash School - Sod Turning Ceremony

1224-21: Halisky That Smoky Lake County Council who can attend – attend the Sod Turning Ceremony for the new H. A. Kostash School scheduled for September 24, 2021 at 1:00 p.m. at 5019 50 Street, Smoky Lake, Alberta.

Carried.

Strategic Transportation Infrastructure Program (STIP) – Funding Denial

1225-21: Orichowski That Smoky Lake County acknowledge receipt of the Strategic Transportation Infrastructure Program (STIP), Local Road Bridge Component funding denial from Miranda Rowda, P. Eng., Infrastructure Manager, Alberta Transportation, dated August 30, 2021, in respect to the projects under bridge file numbers: BF70923, BF72828, BF00849, and BF01772, not being recommended for grant funding at this time.

Carried.

Strategic Transportation Infrastructure Program (STIP) - Bridge File BF13398

1226-21: Gawalko That Smoky Lake County approve action taken in executing Memorandum of Agreement between Alberta Transportation and Smoky Lake County on August 31, 2021, for the Strategic Transportation Infrastructure Program (STIP), Local Road Bridge Component funding of eligible costs in the amount of \$664,400.00, for the bridge replacement project under bridge file number BF13398.

Carried.

The Review, Redwater, The Free Press, Morinville

1227-21: Halisky That Smoky Lake County acknowledge receipt of the correspondence from Ed and Wanda Cowley, owners, and publishers of “The Review” Redwater and “The Free Press” Morinville, newspapers, dated September 2021, announcing the continuation of the newspapers under new ownership starting in January 2022.

Carried.

Royal Canadian Mounted Police (RCMP) – Thank You for Support

1228-21: Orichowski That Smoky Lake County acknowledge receipt of the correspondence from C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP, dated August 25, 2021, thanking Smoky Lake County for supporting the retention of the Royal Canadian Mounted Police (RCMP) in Alberta.

Carried.

Federation of Alberta Gas Co-ops Ltd. - 2021 Convention

1229-21: Cherniwchan That Smoky Lake County Council and Relevant Staff who can attend – attend the Federation of Alberta Gas Co-ops Ltd 2021 Convention and Trade Fair, scheduled for November 28 to December 2, 2021 in Edmonton, Alberta.

Carried.

Crime Watch Canada Magazine

1230-21: Halisky That Smoky Lake County take no action to the letter received from Tony Russo, National Accounts Manager, Crime Watch Canada, dated September 17, 2021, requesting sponsorship of an advertisement within the Crime Watch Canada bi-monthly Magazine.

Carried.

9. Information Release:

Thank You to Smoky Lake County

1231-21: Halisky That Smoky Lake County acknowledge the “Thank You” correspondence received in the Month of September 2021, from:

- Chahor Parish, for the centenary representation,
- STARS, for the annual donation,
- Bellis 4-H Beef Club, for the 2021 Achievement Day support/donation,
- Community Futures St. Paul/Smoky Lake Region, for the Lemonade Day Sponsorship, and
- Bellis / Vilna Citizens on Patrol, for the donation.

Carried.

Information Releases: September 2021

1232-21: Gawalko That the following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, for the month of September 2021, be (F) filed for information or (A) acknowledged receipt:

- R56-21: UCC Alberta – E-Bulleting: September 9, 2021.F

Carried.

10. Bills & Accounts:

Bills and Accounts Approved for Payment

1233-21: Orichowski That all the Smoky Lake County Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, and including transfers to the Payroll Account, be filed for information:

County Council Meeting: Sept. 23rd, 2021

Batch #	Cheque Numbers	Total of Batch
55911	51558 to 51584	\$116,084.79
55933	51585	\$70.96
56013	51586 to 51589	\$186,144.91
56047	51590 to 51614	\$507,440.52
56105	51615 to 51620	\$13,981.14
Total Cheques from 51558 to 51620		\$823,722.32

Batch #	EFT Numbers	Total of Batch
55911	417 to 433	\$158,644.51
55933	434 to 435	\$12,974.64
56013	436 to 438	\$30,550.32
56047	439 to 458	\$168,471.63
56105	459 to 466	\$263,549.26
Total EFTs from 417		\$634,190.36

Direct Debit Register

Batch #	Description	Total of Batch
55934	Enterprise Fleet Mgmt	\$126.24
55935	Enterprise Fleet Mgmt	\$2,006.99
55970	My HAS	\$221.00
56098	Smoky Lake County	\$399,308.18
Total Direct Debits		\$401,662.41
Grand Total Bills and Accounts		\$1,859,575.09
<i>(Note: From General Account)</i>		

Carried.

11. Date and Time of Next Meeting(s):

County Council Meeting

1234-21: Cherniwchan That the next Smoky Lake County Council Meeting be scheduled prior the October 18, 2021 Municipal Election, on **Friday, October 15, 2021, at 9:00 a.m.** for the purpose of unfinished business, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

ADJOURNMENT:

1235-21: Lukinuk That the Smoky Lake County Council Meeting of September 23, 2021, be adjourned, time 2:32 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the Purpose of the CAO Evaluation** held on Friday, **October 1, 2021** at 9:20 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to order by the Reeve, Mr. Craig Lukinuk, in the presence of the following persons:

			ATTENDANCE
			<u>Friday, October 1, 2021</u>
<u>Div. No.</u>	<u>Councillor(s)</u>		
1	Dan Gawalko	Virtually Present	
2	Johnny Cherniwchan	Present in Chambers	
3	Craig Lukinuk	Present in Chambers	
4	Lorne Halisky	Present in Chambers	
5	Randy Orichowski	Present in Chambers	
CAO	Gene Sobolewski	Absent	
Assistant CAO	Lydia Cielin	Absent	
Legislative Svcs/R.S.	Patti Priest	Absent	

2. Agenda:

Agenda

1236-21: Cherniwchan That the Smoky Lake County Council Meeting Agenda for Friday, October 1, 2021, for the purpose of the Chief Administrative Officer (CAO) Evaluation be adopted, as presented.

Carried Unanimously.

3. Minutes:

Minutes of March 19, 2021 – County Council CAO Evaluation Meeting

1237-21: Halisky That the adopted minutes of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on March 19, 2021, be accepted for information purposes.

Carried.

1238-21: Orichowski That the Action List of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on March 19, 2021, be accepted for information purposes.

Carried.

8. Executive Session:

Chief Administrative Officer: Evaluation

1239-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, time 9:30 a.m.

Carried.

1240-21: Halisky That Smoky Lake County Council go out of Executive Session, time 11:27 a.m..

Carried.

4. Request for Decision:

Chief Administrative Officer: Evaluation

1241-21: Lukinuk

That Smoky Lake County Council confirm the evaluation of Mr. Gene Sobolewski, Chief Administrative Officer (CAO) and approve an increase to the annual salary from \$160,000.00 per year to **\$163,200.00** (One Hundred Sixty-Three Thousand and Two Hundred Dollars) per year, **effective October 1, 2021**, in accordance with Council's October 1, 2021 evaluation of Mr. Sobolewski's performance as the CAO.

Carried.

Adjournment:

1242-21: Lukinuk

That the Smoky Lake County Council Meeting of Friday, October 1, 2021, held for the purpose of the Chief Administrative Officer (CAO) Evaluation be adjourned, time 11:30 a.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Friday, **October 15, 2021**, at 9:11 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to order by the Reeve, Mr. Craig Lukinuk, in the presence of the following persons:

ATTENDANCE		
<u>Friday, Oct. 15, 2021</u>		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Virtually Present
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Absent
Plan/Dev Assistant	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Bylaw Enforcement Officer	Tammy Goddu	Virtually Present
Assistant Ag. Fieldman	Amanda Kihn	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Media	Redwater Review	Absent
Public	1 Member	Virtually Present

2. Agenda:

1291-21: Halisky

That the Smoky Lake County Council Meeting Agenda for Friday, October 15, 2021, be adopted, as amended:

Additions to the Agenda:

1. Executive Session: Legal Land Issue – Re: Waskatenau Nuisance Ground Remediation Project under FOIP Section 21: Disclosure harmful to intergovernmental relations, and FOIP Section 16: Disclosure harmful to business interests of a third party.
2. Small Business Week Proclamation.
3. Remembrance Day Ceremonies.
4. Kinette Club of Smoky Lake – Request for Support.
5. Vilna Agricultural Society – Request for Assistance.
6. Northeast Regional Agricultural Service Board Conference.
7. Lake Trails Strategy.
8. North Saskatchewan Watershed Alliance Society Membership.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:


Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference

1292-21: Halisky

That Smoky Lake County as the managing partner of the Regional Community Development Committee (RCDC), amend Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference:

Title: Regional Community Development Committee (RCDC): Terms of Reference		Policy No.: 07-04
Section: 61	Code: P-R	Page No.: 1 of 2

Legislation Reference:	Alberta Provincial Statutes
-------------------------------	-----------------------------

Purpose:	<p>The Regional Community Development Committee (RCDC) is a Regional Committee established jointly between Smoky Lake County, Town of Smoky Lake, and the Village of Vilna.</p> <p>The Regional Community Development Committee (RCDC) is listed under the Planning, Sub-division and Development Control. The Terms of Reference is established in accordance with Bylaw NO. 1399-21: JOINT AGREEMENT to establish the provision of a Regional Community Development Committee (RCDC) for the purpose of promoting the development of a diversified economic base in the Smoky Lake Region.</p> <p>Appointment held annually at County Organizational Meeting.</p> 
-----------------	--

Policy Statement and Guidelines:	
1. MEMBERSHIP:	
1.1	Two (2) members of Council (serving throughout their term).
1.2	One member as alternate.
1.3	Two (2) public-at-large members from Smoky Lake County (appointed for a two-year term).
2. OBJECTIVE:	
2.1	To monitor and assist in the implementation and execution of the Smoky Lake Region Strategic Plan in accordance with Policy Statement No. 61-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan .
3. MANDATE:	
3.1	To represent as members on the Committee to identify specific goals / objectives, corresponding performance measures and targets, and make recommendations for fine-tuning the Economic and Community Development Strategic Plan, as required.

Title: Regional Community Development Committee (RCDC): Terms of Reference		Policy No.: 07-04
Section: 61	Code: P-R	Page No.: 2 of 2

Policy Statement and Guidelines:	
3.2	Respond to specific requests by the three Councils to review, further consider, advise and/or undertake consultations around a particular economic and/or community development issues to enhance business retention, growth and new business attraction.
3.3	Provide broad-based community leadership, experience and expertise in helping build on the region's / individual municipalities' current economic situation and overall business climate.
3.4	Attend all scheduled meetings and share communications and information to Council.

Carried.

Safety Codes Agency Agreement

1293-21: Cherniwchan That Smoky Lake County, as Managing Partner, in conjunction with its municipal partners, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, execute the Safety Codes Services Agreement with the Inspections Group Inc., to provide Safety Codes Services for the Building, Plumbing, Gas, Electrical and Private Sewage Disposal Disciplines, and, if necessary, the Fire Discipline, for the period of January 1, 2022, to December 31, 2026, and in accordance with the Joint Quality Management Plan and the Safety Codes Act, R.S.A., 2000, c. S-1 as amended, and provide notice of same to the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, and recommend each respective Council adopt a motion to execute said Agreement.

Carried.

8. Executive Session (Addition to the Agenda):

Legal Land Issue:

Waskatenau Nuisance Ground Remediation Project

1294-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Land Issue in regard to the Waskatenau Nuisance Ground Remediation Project, under the authority of the FOIP Act Section 21: disclosure harmful to intergovernmental relations, and Section 16: disclosure harmful to business interests of a third party, in the presence of all Council, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant, and Legislative Services Clerk, time, 9:22 a.m..

Carried.

1295-21: Orichowski That Smoky Lake County Council go out of Executive Session, time 9:51 p.m..

Carried.

Waskatenau Nuisance Ground Remediation Project

1296-21: Gawalko That Smoky Lake County acknowledge the verbal update from Administration in respect to the Waskatenau Nuisance Ground Remediation Project, as provided under Executive Session, under the authority of the FOIP Act Section 21: disclosure harmful to intergovernmental relations, and Section 16: disclosure harmful to business interests of a third party.

Carried.

8. Executive Session:

Legal Land Issue:

Bylaw Enforcement Officer - Report

1297-21: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Land Issue, in respect to the Bylaw Enforcement Officer's Report for the period of September 17, 2021 – September 30, 2021, under the authority of the FOIP Act Section 16: Disclosure harmful to business interests of a third party, in the presence of all Council, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Bylaw Enforcement Officer, Planning and Development Manager, Planning and Development Assistant, and Legislative Services Clerk, time, 9:53 a.m..

Carried.

1298-21: Halisky That Smoky Lake County Council go out of Executive Session, time 10:02 a.m..

Carried.

Tammy Goddu, Bylaw Enforcement Officer, virtually left the meeting, time, 10:02 a.m.

Bylaw Enforcement Officer - Report

1299-21: Gawalko That Smoky Lake County Council accept the Bylaw Enforcement Officer's monthly report for September 17, 2021 to September 30, 2021, and the information received under the authority of the FOIP Act Section 16: Disclosure harmful to business interests of a third party, from Investigative Assurance c/o Tammy Goddu, Bylaw Enforcement Officer for Smoky Lake County and acknowledge that an "Oath of Office" was executed by Ms. Goddu on September 21, 2021.

Carried.

Small Business Week Proclamation

1300-21: Orichowski That Smoky Lake County proclaim October 17 to 23, 2021 as Small Business Week in alignment with the Business Development Bank of Canada (BDC)'s annual celebration of entrepreneurship to recognize and celebrate the outstanding contributions of Canadian entrepreneurs and small and medium-sized businesses.

Carried.

Remembrance Day Ceremonies

1301-21: Halisky That Smoky Lake County donate funding in the amount of **\$200.00 each** to both the Royal Canadian Legion Halls within the Smoky Lake region: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, in respect to the November 11, 2021 Remembrance Day Ceremony Wreaths, which are to be placed by the Reeve (or designate) at the ceremony being held in the Town of Smoky Lake and by the Councillor from Division 5 (or designate) at the ceremony being held in the Village of Waskatenau; and approve attendance of same, subject to COVID-19 pandemic protocol.

Carried.

Kinette Club of Smoky Lake – Request for Support of Raffle

1302-21: Orchowski That Smoky Lake County contribute promotional items in accordance with Policy Statement No. 01-37-02: Promotional Items, towards the Kinette Club of Smoky Lake's "12 days of Christmas Raffle" with draws starting every day from December 13 to 24, 2021, in response to the letter request from Tanya Trenchuk - Vice President and Meagan Carrick – Member, of the Kinette Club of Smoky Lake, dated October 1, 2021.

Carried.

Vilna Agricultural Society – Request for Assistance of Photocopying

1303-21: Gawalko That Smoky Lake County provide the photocopying services and paper at no charge as per policy, to the non-profit organization: Vilna Agricultural Society, to assist in promoting their educational events to be held in November, 2021 of two separate courses of First Aid/CPR; and advertise the said events on social media; in response to the letter received from Mary Flondra, Vilna Agricultural Society, dated October 14, 2021.

Carried.

Northeast Regional Agricultural Service Board Conference

1304-21: Orichowski That Smoky Lake County Council and relevant Administration who can attend – attend, the Northeast Regional Agricultural Service Board Conference, with the 2021 theme: "Rural Community Innovation for the Future", hosted by County of Two Hills, scheduled for November 5, 2021, to be held at the Elks Hall in Myrnam, Alberta, subject to COVID-19 pandemic restrictions.

Carried.

Lake Trails Strategy

1305-21: Halisky

That the Smoky Lake County Council accept the verbal progress update on the Lake Trails Strategy project initiated by Council's June 24, 2021, Motion #953-21, in respect to creating an inventory of all trails located on Municipal Reserve, Environmental Reserve or on County Lands; and acknowledge further information will be brought forward once it is finalized.

Carried.

Legal Land Issue:

North Saskatchewan Heritage River Initiative

1306-21: Cherniwchan

That Smoky Lake County Council go into Executive Session to receive an update on a Legal Land Issue in respect to the North Saskatchewan Heritage River Initiative, under the authority of the FOIP Act Section 21: Disclosure harmful to intergovernmental relations, and Section 16: Disclosure harmful to business interests of a third party, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant and Legislative services Clerk, time, 10:38 a.m..

Carried.

1307-21: Halisky

That Smoky Lake County Council go out of Executive Session, time 10:45 a.m..

Carried.

North Saskatchewan Heritage River Initiative

1308-21: Lukinuk

That Smoky Lake County acknowledge the verbal update from the Planning and Development department, further to the North Saskatchewan Heritage River Initiative, under the Canadian Heritage Rivers System (CHRS), and that the update remains in private, subject to the FOIP Act Section 21: Disclosure harmful to intergovernmental relations, and Section 16: Disclosure harmful to business interests of a third party.

Carried.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 10:48 a.m.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer (CAO) provided a written report to Council for the period of September 24, 2021 to October 15, 2021, as follows:

LEGISLATIVE / GOVERNANCE

- Bylaw Enforcement: Bylaw enforcement underway. Have had to provide comment on a number of files being worked on.
- TSI – Draft Document Presentations: Draft Governance report for was presented for Council and then the Committee. Awaiting comments from members.
- Joint Health and Safety Committee - Oct 14/21

ADMINISTRATIVE

- Administration Building Upgrades – Roof Replacement: The contract has been executed. A major setback has occurred between the original design and no record of the current roof upgrade. The Contractor is having to now order sloped insulation.
- RCDC Meetings - Oct 12/21
- Bonnie Lake Resort – Meetings pertaining to development/engineering Sept 27/21, Oct 08/21, & Oct 13/21

- RR130 – Report – Design Criteria Meeting – AE: A meeting to discuss the design criteria to be used in the evaluation of the road. - Oct 01/21
- COVID Meeting - Hinshaw - Oct 13/21
- Departmental Board Meetings (ASB/Gas/Env/Fire) - Oct 12/21

HIGHWAY 28/63 Regional Water Services COMMISSION

- Meetings with AE – Ongoing Issues – Ongoing.
- HWY 28/63 Meeting - Sept 29/21
- Water Report – Update/Design Criteria: A meeting to provide an update on the report and review the design criteria forming the basis of the model. - Oct 08/21
- Town Delegation – Commission Mgr: To Provide Town Council with an explanation on the purpose of the report. - Oct 05/21

FINANCIAL

- Departmental Budget Meetings - Sept 27/21, Sept 28/21, Oct 06/21, & Oct 07/21
- MCC Documentation Administrative Meeting - Sept 29/21

HUMAN RESOURCES

Contract Review – CEDO – Ongoing.

Legal – Managing Partner Deficiency Issues – Ongoing.

COMMUNITY

- HAK Sod Turning Ceremony - Sept 24/21.

TRAINING

- N/A.

Financial Statements

As annexed to the minutes:

- ↳ Financial Statement – May and June 2021.

Action List(s)

Action Lists:

- i. County Council Departmental Meeting – June 22, 2021.
- ii. County Council Meeting – June 24, 2021.
- iii. County Council Special Meeting – June 28, 2021.
- iv. County Council Departmental Meeting – July 20, 2021.
- v. County Council Committee of the Whole for the Purpose of Planning Meeting – July 28, 2021.
- vi. County Council Special Meeting – August 5, 2021.

Chief Administrative Officer's Report

1309-21: Halisky

That Smoky Lake County's Chief Administrative Officer's report for the period of September 24, 2021 to October 15, 2021, be accepted and filed for information.

Carried.

5. Issues for Information:

Division One Councillor's Report on various Committees, Boards and Commissions

Dan Gawalko – Division One Councillor's Report from various Committees, Boards and Commissions:

Evergreen Regional Waste Management Services Commission Meeting held on September 22, 2021:

- Policy and Schedules were updated and amended.
- Treasurer's Report was given by Ashley and things look good.
- Paul gave the site report associated environmental was hired by Frog Lake to reclaim the landfill and start hauling that contract in October
- 1 Stall member at the landfill will be leaving.
- Vnette's Salvage from Vilna will be hauling the scrap metal for the next year without a contract for \$100 Tonne.
- Next Meeting October 12, 2021 10:00am.

One Member of the Public, virtually joined the meeting, time 11:07 a.m.

Division Two Councillor's Report on various Committees, Boards and Commissions

Johnny Cherniwchan – Division Two Councillor's Report from various Committees, Boards and Commissions:

N.E. Muni-Corr Ltd. Meeting held on October 4, 2021.

Division Three – Reeve's Report on Various Committees, Boards & Commissions

Craig Lukinuk: Reeve and Division Three Councillor's Report from various Committees, Boards and Commissions:

No report.

Division Four Councillor's Report on various Committees, Boards and Commissions

Lorne Halisky – Division Four Councillor's Report from various Committees, Boards and Commissions:

October 14, 2021 – Joint Health & Safety held virtually: Lorne Halisky

- There were 4 incidents reported for September 17, 2021 to October 14, 2021:
 - September 26, 2021 – near miss injury – slip and fall in ditch by a Fire Department member while attending an MVC,
 - October 8, 2021 – property damage – County vehicle hit deer while driving on Highway 859,
 - October 8, 2021 – personal injury first aid – dog bite while obtaining a signature from a taxpayer on their property,
 - October 13, 2021 – personal injury first aid – worker slipped on rock towards creek by a bridge deck and hit knee while hand clearing trees.
- The CAO spoke about the pandemic and all the changes that the province is emphasizing – noting we are doing our best by limiting contact and the amount of people in the office; and also noted concern with the overall mental health of everyone and that we as an employer need to see if there are activities, we can do to brighten moods such as team building activities to lighten things up.
- Hunting season is here so be cautious and report all unlawful/suspicious activities to Fish and Wildlife.
- Bear activity throughout our region continues so know your surroundings, watch for their activity, take caution, and be prepared such as have an escape plan, use bear spray etc. The berry production has been poor this year, so a bear and human encounter is more likely due to the bears looking for a food source etc. to fatten up for winter hibernation.
- The fall harvest is wrapping up with farmers rushing to get things complete so drive with caution and give the right of way to large farm equipment etc.
- Winter is fast approaching so please ensure your vehicles/equipment whether County owned or personal are winter ready.
- Theft in the region continues so please continue to ensure vehicle/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- Dry conditions are making the roads very dusty and grass low, be aware of calves crawling through fences.

Division Five Councillor's Report on various Committees, Boards and Commissions

Randy Orichowski – Division Five Councillor/Deputy Reeve's Report from various Committees, Boards and Commissions:

Smoky Lake Seniors Foundation meeting held October 14, 2021: (Orichowski)

- Councillor Orichowski shared the agenda package from the meeting.
- Next meeting date will be decided after the Municipal Election.

Evergreen Regional Waste Management Services Commission meeting held virtually on September 22, 2021: (Orichowski & Gawalko)

- Councillor Orichowski shared the agenda package from the meeting.
- Next meeting is scheduled for December 8, 2021 at 10:00 a.m.

Highway 28/63 Regional Water Services Commission meeting held virtually on September 29, 2021: (All Council)

- Discussed North East Muni-Corr Ltd. in camera.
- Discussed a service request from a Thorhild County landowner.
- Next meeting is scheduled for November 16, 2021.

Councillors Reports on Various Committees, Boards and Commissions

1310-21: Gawalko

That the Smoky Lake County Councillors Reports received for the period of September 24, 2021, to October 15, 2021 be accepted and filed for information.

Carried.

Rural Municipalities of Alberta (RMA) District No.5 Agenda

1311-21: Halisky That the Smoky Lake County acknowledge receipt of Rural Municipalities of Alberta (RMA) District No. 5 agenda package from the virtual September 24, 2021 meeting hosted by Two Hills County.

Carried.

6. Correspondence:

North Saskatchewan Watershed Alliance Society – Municipal Membership

1312-21: Lukinuk That Smoky Lake County approve to become a member of the North Saskatchewan Watershed Alliance Society at a cost of \$0.50 per capita per capita Municipal Contribution for January 1, 2022 to December 31, 2022, for a total membership cost in the amount of \$1,230.50, as per Invoice #2022.102 dated January 10, 2021 and in response to the letter received from Ken Crutchfield, President, North Saskatchewan Watershed Alliance Society, dated September 1, 2021.

Carried.

Hillside Acres Subdivision – Lot Owners Request

1313-21: Gawalko That Smoky Lake County acknowledge receipt of the formal written request signed by the owners of 48 lots within the Hillside Acres Subdivision, 62103 Range Road 133A, requesting:

- land be provided to access water to put boats in that water that do not interfere with the subdivisions; be on municipal lands and/or Crown take in the close vicinity by with a clear pathway to and access to Whitefish Lake;
- a beach and park area for residence on municipal and/or Crown land on access to Whitefish Lake;
- land for a boat launch with a community dock for those in the subdivision to use;

and forward to Planning and Development Department to incorporate into a future Planning and Development Department Committee of the Whole Meeting Council Meeting.

Carried.

11:37 to 11:38 a.m. 9. Public Question and Answer Period:

Hank Holowaychuk, Member of the Public, verbally commended Council for approving the North Saskatchewan Watershed Alliance Society Membership.

Ukrainian Twinning – Pumpkin Mugs

1314-21: Halisky That Smoky Lake County acknowledge the arrival of 20 Pumpkin Mugs, which are hand crafted by Serhiy Dutka, Pottery Artist from Rozhniv, Ivano-Frankivs'Ka Oblast', Ukraine, who provided a presentation at the Ukrainian Twinning Committee meeting held on July 21, 2021; and as per the email from Michelle Wright, Community Economic Development Officer (CEDO), dated October 1, 2021, any interest in purchasing or ordering more of the said mugs, can be facilitated through Pappy's Parcel Pitstop business in Smoky Lake.

Carried.

Micro-Website Request - Smoky Lake Chamber of Commerce

1315-21: Orichowski That Smoky Lake County Council approve the request received from Noel Simpson, President, Smoky Lake Chamber of Commerce, dated September 20, 2021, for County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with domain name be at the expense of the requesting party.

Carried.

Micro-Website Request - Smoky Lake Seniors' Centre

1316-21: Halisky That Smoky Lake County Council approve the request received from Vern Billey, President, Smoky Lake Seniors' Centre, dated August 4, 2021, for County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with domain name be at the expense of the requesting party.

Carried.

Assistant Chief Administrative Officer – Tracking County COVID-19 Cases

1317-21: Orichowski That Smoky Lake County acknowledge receipt of the Year-2020 Calendar with the hand-written notes of the Assistant Chief Administrative Officer, tracking COVID-19 cases within Smoky Lake County; and file it into County archives for historical record.

Carried.

Village of Vilna – 2018 Flood Assistance

1318-21: Halisky That Smoky Lake County acknowledge the October 15, 2021 Council agenda item 6.7: a letter from Leo Chapdelaine, Mayor, Village of Vilna, dated September 23, 2021, thanking the County for assistance with the Villages' Year-2018 flood, and cheque in the amount of \$20,211.31, as reimbursement of funds for firetruck damages, was previously addressed by Council at the October 12, 2021 Fire and Protective Services Meeting by Motion #1278-21 and 1279-21 and no further action is required.

Carried.

Warspite Hall – Request for Funding Assistance

1319-21: Lukinuk That Smoky Lake County approve to provide funds in the amount of \$8,000.00 from the Year-2021 contingency budget to the Warspite Community Hall, for the replacement of an oversized furnace for Warspite Hall, in response to the letter from Melinda Kaminsky, President of Warspite Hall, dated October 14, 2021.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:04 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:35 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, and Communications Technician.

7. Delegation:

No Delegation.

8. Executive Session:

Personnel Issue:

Chief Administrative Officer Evaluation

1320-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, in the presence of all Council and the Chief Administrative Officer, time 12:36 p.m.

Carried.

1321-21: Halisky That Smoky Lake County Council go out of Executive Session, time 2:21 p.m.

Carried.

9. Information Release:

No Information Releases.

10. Bills & Accounts:

No Bills & Accounts.

11. Date and Time of Next Meeting(s):

County Council Organizational Meeting

The Smoky Lake **County Council Organizational Meeting** is scheduled for **Thursday, October 28, 2021, at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

ADJOURNMENT:

1322-21: Lukinuk

That the Smoky Lake County Council Meeting of October 15, 2021, be adjourned, time 2:21 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **Organizational Meeting** for the Council of Smoky Lake County held on Thursday, October 28, 2021 at 9:06 a.m. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in County Council Chambers.

The meeting was called to Order by the Chief Administrative Officer, Mr. Gene Sobolewski in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Oct. 28, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Present in Chambers & Virtually

Observers in Attendance Upon Call to Order:

Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Manager	Kyle Schole	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
GIS Officer	Carole Dowhaniuk	Virtually Present
Ag. Fieldman	Carleigh Danyluk	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Enviro. Op. Manager	Dave Franchuk	Virtually Present
Road Foreman	Bob Novosiwsky	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Public Works Manager	Doug Ponich	Virtually Present
Public Works	Mark Fedoretz	Virtually Present
	Spencer Kotylak	Virtually Present @9:09am
Media	Redwater Review	Absent
Public	2 Members of the Public	N/A

OATH OF OFFICE - ELECTED OFFICIALS:

Each member of the Elected Officials executed an "Oath of Office" as the Councillors of the Smoky Lake County for the term 2021 – 2025:

<u>Name</u>	<u>Division</u>	<u>Oath of Office Signed</u>
Dan Gawalko	1	✓
Linda Fenerty	2	✓
Dominique Cere	3	✓
Lorne Halisky	4	✓
Jered Serben	5	✓

ELECTION OF CHIEF ELECTED OFFICIAL:

The Chief Administrative Officer called first (1) time for nominations for the position of Chief Elected Official: Reeve of Smoky Lake County.

01-21: Cere

That Councillor Lorne Halisky be nominated as Chief Elected Official: Reeve of Smoky Lake County, for the ensuing year.

The Chief Administrative Officer called second (2) time for nominations.

The Chief Administrative Officer called third (3) time for nominations.

NO FURTHER NOMINATIONS.

Mr. Lorne Halisky was declared elected by acclamation by the Chief Administrative Officer as the Chief Elected Official: Reeve of Smoky Lake County for the ensuing year, executed an "Oath of Office" for the position and assumed the Chair.

ELECTION OF DEPUTY CHIEF ELECTED OFFICIAL:

The Reeve called first (1) time for nominations for the position of Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County.

02-21: Fenerty

That Councillor Dan Gawalko be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year.

The Reeve called second (2) time for nominations.

The Reeve called third (3) time for nominations.

NO FURTHER NOMINATIONS.

Mr. Dan Gawalko was declared elected by acclamation by the Reeve as the Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County for the ensuing year, executed an "Oath of Office" for the position.

One member of the public virtually joined the meeting, time 9:10 a.m.

Council Covenant

03-21: Gawalko

That Smoky Lake County Council acknowledge each respective member's execution of the Council Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities Council has of the Chief Administrative Officer to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative relationship.

Carried Unanimously.

Chief Administrative Officer Covenant

04-21: Cere

That Smoky Lake County Council acknowledge the Chief Administrative Officer's execution of the CAO Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities the Chief Administrative Officer has of the Council to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative relationship.

Carried Unanimously.

Code of Conduct and Oath of Confidentiality

05-21: Gawalko That Smoky Lake County, as per Bylaw No. 1320-18: Code of Conduct, acknowledge each respective Council member’s execution of the “**Code of Conduct**” which is to provide standards for the conduct of Council Members relating to their roles and obligations as elected representatives of the County as well as a procedure for the investigation and enforcement of those standards; and, the “**Oath of Confidentiality**” as a condition of service to swear to execute, according to law and to the best of their abilities, the duties required and to not, without due authorization, disclose or make known any matter or thing which comes to their knowledge, by reason of their employment:

<u>Div.</u>	<u>Name</u>	<u>Code of Conduct Signed</u>	<u>Oath of Confidentiality Signed</u>
1	Dan Gawalko	✓	✓
2	Linda Fenerty	✓	✓
3	Dominique Cere	✓	✓
4	Lorne Halisky	✓	✓
5	Jered Serben	✓	✓

Carried Unanimously.

Appoint Municipal Solicitor(s)

06-21: Serben That Smoky Lake County appoint Brownlee LLP and Reynolds Mirth Richards & Farmer LLP as the solicitors for Smoky Lake County, on an as needed basis.

Carried.

Remuneration: Public-at-Large Committee Members

07-21: Fenerty That Smoky Lake County Public-at-Large members appointed by Council for Committee representation, be paid at a rate of **\$175.00 per day** and the mileage and meal expenses be paid at the same rate as stated in the Council remuneration Policy.

Carried.

Regular County Council Meetings

08-21: Cere That Smoky Lake County Council Regular Meetings be typically scheduled on the fourth (4th) Thursday of each month at 9:00 a.m. with the exception of July and November, unless otherwise stated by motion of Council, and be held simultaneously in County Council Chambers, 4612 McDougall Drive, Smoky Lake, and virtually, online through Electronic Communication Technology: Zoom Meeting.

Carried.

Municipal Annual Meeting

09-21: Cere That Smoky Lake County municipal annual meeting to be held at the call of the Chairperson.

Carried.

Financial Statements

10-21: Gawalko That Smoky Lake County’s Audited Financial Statements, and Auditor’s Report for the Year Ended December 31, 2021, be made available to the public on the County Website and be included in the Smoky Lake County Annual Booklet.

Carried.

Christmas Office Closures for Main Office and Public Works

11-21: Fenerty

That Smoky Lake County Council approve to close the Main Office located at 4612 McDougall Drive, Smoky Lake and the Public Works Shop located at 5004 50 Street, Smoky Lake, from **Monday, December 27 to Friday, December 31, 2021, as well as Friday, January 7, 2022** under the following conditions:

- Monday, December 27, 2021, and Tuesday, December 28, 2021, be paid Statutory Holidays in Lieu of Christmas and Boxing Day,
- Wednesday, December 29, 2021 to Friday, December 31, 2021 (3 days) be used as Employee Vacation Days – unless in the event of an emergency such as an extreme weather event,
- Monday, January 3, 2022 be a paid Statutory Holiday in Lieu of New Year's Day,
- Friday, January 7, 2022 be a paid Holiday for Ukrainian Christmas in accordance with the Collective Agreements.

Carried.

Appointments to Committees, Task Forces and Boards

GENERAL GOVERNMENT SERVICES:

Government Liaison Committee

12-21: Gawalko

That the Smoky Lake County Reeve, Deputy Reeve and any other Councillors, as deemed necessary, be appointed to the **Government Liaison Committee**.

Carried.

Policy Committee

13-21: Gawalko

That all members of Smoky Lake County Council be appointed to the Smoky Lake County **Policy Committee**.

Carried.

ASSESSMENT AND TAXATION:

Local Assessment Review Board

14-21: Halisky

That Smoky Lake County appoint the following **Local Assessment Review Board** appointments for the remaining four-year term Year 2021 to Year 2025 of Councillor Dominique Cere as member; Councillor Lorne Halisky as alternate; and reconfirm Sue Landiak and Grant Gillund as Public-at-Large; and the alternate public-at-large member be appointed when the vacant position is filled; as per Bylaw No. 1231-11.

Carried.

Composite Assessment Review Board

15-21: Fenerty

That Smoky Lake County re-confirm the following **Composite Assessment Review Board** appointments for the remaining four-year term Year 2021 to Year 2025 of Councillor Dominique Cere as member; Councillor Lorne Halisky as alternate; and Sue Landiak and Grant Gillund as Public-at-Large; and the alternate public-at-large member be appointed when the vacant position is filled; as per Bylaw No. 1231-11.

Carried.

RISK MANAGEMENT:

Risk Pro Management Committee

16-21: Gawalko

That the Smoky Lake County Reeve be appointed as member to the **Risk Pro Management Committee**; and the Deputy Reeve be appointed as the alternate.

Carried.

One member of the public virtually joined the meeting, time 9:55 am

HUMAN RESOURCES:

Negotiating Committee

17-21: Gawalko

That Smoky Lake County Councillors: Dan Gawalko, Lorne Halisky and Dominique Cere be appointed as members to the **Negotiating Committee** to bargain the Collective Agreements with the **International Union of Operating Engineers Local No. 955** for the Public Works Employees; and with the **Canadian Union of Public Employees Local No. 4575** for the Main Office Staff and Custodian Staff; and that Councillors Linda Fenerty and Jered Serben be appointed as the alternates.

Carried.

PROTECTIVE SERVICES:

Fire Protective Services Committee

18-21: Cere

That all members of Smoky Lake County Council be appointed to the **Fire Protective Services Committee**.

Carried.

Fire & Rescue Liaison Committee

19-21: Halisky

That Smoky Lake County Council appointed to the **Fire and Rescue Liaison Committee** be as follows: Councillor Dan Gawalko be appointed as member and Councillor Linda Fenerty as alternate to the **Vilna Fire Department**; and that Councillor Jered Serben be appointed as member and Councillor Lorne Halisky be appointed as alternate to the **Smoky Lake Fire Department**; and Councillor Dominique Cere be appointed as member and Councillor Jered Serben be appointed as alternate to the **Waskatenau Fire Department**.

Carried.

RCMP Liaison Committee

20-21: Fenerty

That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **RCMP Liaison Committee**; and Councillor Linda Fenerty be appointed as alternate.

Carried.

Regional Emergency Management Advisory Committee

21-21: Cere

That the Smoky Lake Councillor Linda Fenerty be appointed as member to the **Regional Emergency Management Advisory Committee**; and Councillor Dominique Cere be appointed as an alternate.

Carried.

Smoky Lake Region Fire and Rescue Committee

22-21: Cere

That Smoky Lake County Councillors Lorne Halisky and Linda Fenerty be appointed as members to the **Smoky Lake Region Fire and Rescue Advisory Committee**; and Councillor Jered Serben be appointed as alternate.

Carried.

Citizens On Patrol (C.O.P) Liaison Committee

23-21: Cere

That the Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Citizens On Patrol (C.O.P) Liaison Committee**; and Councillor Dominique Cere be appointed as alternate.

Carried.

TRANSPORTATION SERVICES:

Road Ban Committee

24-21: Cere

That the Smoky Lake County Reeve be appointed as member to the **Road Ban Committee** along with the Public Works Manager and Chief Administrative Officer; and the Deputy Reeve be appointed as alternate; and any two (2) members have the authority to sign for the Road Ban / Restriction Order and will inform all members of Council of the execution of same, as required by Bylaw No. 1225-11.

Carried.

North East Muni-Corr Ltd. Committee

25-21: Cere

That Smoky Lake County Councillor Linda Fenerty be appointed as member to the **North East Muni-Corr Ltd. Committee** for the four-year term ending in Year 2025; and Councillor Jered Serben be appointed as alternate.

Carried.

ENVIRONMENTAL HEALTH SERVICES:

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee

26-21: Gawalko

That Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee**; and Councillor Jered Serben be appointed as alternate.

Carried.

One member of the public virtually joined the meeting, time 10:13 a.m.

Evergreen Regional Waste Management Commission

27-21: Cere

That Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Evergreen Regional Waste Management Commission**; and Councillor Jered Serben be appointed as alternate.

Carried.

Highway 28/63 Regional Water Services Commission

28-21: Cere

That Smoky Lake County Councillors Dan Gawalko and Lorne Halisky be appointed as members to the **Highway 28/63 Regional Water Services Commission**; and that Councillors Linda Fenerty and Jered Serben be appointed as alternates.

Carried.

PUBLIC HEALTH AND WELFARE SERVICES:

Joint Health & Safety Committee

29-21: Gawalko

That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Joint Health & Safety Committee**; and Councillor Dominique Cere be appointed as alternate.

Carried.

Doctor Retention & Recruitment Committee

30-21: Halisky

That the Smoky Lake County Reeve be appointed as the member to the **Doctor Retention and Recruitment Committee**; and the Deputy Reeve be appointed as alternate.

Carried.

Family Community Support Services Committee

31-21: Fenerty That all members of Smoky Lake County Council be appointed to the **Family Community Support Services Committee**.

Carried.

Smoky Lake Foundation

32-21: Cere That Smoky Lake County Councillors Dominique Cere and Jered Serben be appointed as members to the **Smoky Lake Foundation Board**; and Councillors Lorne Halisky and Linda Fenerty be appointed as alternates.

Carried.

PLANNING, DEVELOPMENT AND SUB-DIVISION CONTROL

Municipal Planning Commission

33-21: Gawalko That all members of Smoky Lake County Council be appointed to the **Municipal Planning Commission** – Development Authority, as required by Bylaw No. 1346-19.

Carried.

Subdivision and Development Appeal Board

34-21: Cere That Smoky Lake County re-appoint Members-at-Large: Grant Gillund, Christine Hansen, Richard Dubetz, and Jerry Melnyk as members to the **Subdivision and Development Appeal Board**, as required by Bylaw No. 1347-19.

Carried.

Sub-Division Authority

35-21: Cere That Smoky Lake County re-confirm **Jane Dauphinee, BA – Mplan – RPP – MCIP – Principal / Senior Planner, Municipal Planning Services (2009) Ltd.**, as the person appointed as the Sub-Division Authority for Smoky Lake County, as per Bylaw No. 1345-19; and, on an as needed basis for the 2021-2022 year.

Carried.

Smoky Lake Regional Heritage Board

36-21: Cere That Smoky Lake County appoint Councillors Linda Fenerty and Lorne Halisky be appointed to the **Smoky Lake Regional Heritage Board** as per Bylaw No. 1371-20 and re-appoint the Public-at-Large members to the as follows: Noreen Easterbrook, Graham Dalziel, Christine Hansen, Michelle Wright, Leon Hunter-Boychuk and Pamela Billey.

Carried.

CCI Wireless - Corridor Communications Inc.

37-21: Gawalko That Smoky Lake County Councillor Lorne Halisky be appointed as member to **CCI Wireless - Corridor Communications Inc.** and Councillor Dan Gawalko be appointed as alternate.

Carried.

Regional Community Development Committee (RCDC)

38-21: Cere That Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members to the **Regional Community Development Committee (RCDC)**; and Councillor Linda Fenerty be appointed as alternate; and the public-at-large members be appointed when the vacant positions are filled, as per Bylaw No. 1399-21.

Carried.

Intermunicipal Development Plan (IDP) – Town of Smoky Lake

39-21: Serben That Smoky Lake County appoint Councillor Lorne Halisky and Jered Serben, as members to the Smoky Lake County / **Town of Smoky Lake** Intermunicipal Development Plan (IDP) Committee; and Councillor Dominique Cere, be the alternate member, as per Bylaw No. 1289-16.

Carried.

Intermunicipal Development Plan (IDP) – Village of Waskatenau

40-21: Gawalko That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Village of Waskatenau** Intermunicipal Development Plan (IDP) Committee; and Councillor Lorne Halisky, be the alternate member, as per Bylaw No. 1304-17.

Carried.

Intermunicipal Development Plan (IDP) – Village of Vilna

41-21: Cere That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **Village of Vilna** - Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1290-16.

Carried.

Intermunicipal Development Plan (IDP) – Lamont County

42-21: Cere That Smoky Lake County Committee appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Lamont County** Intermunicipal Development Plan (IDP) Committee; and Councillor Linda Fenerty, be the alternate member, as per Bylaw No. 1383-16.

Carried.

Intermunicipal Development Plan (IDP) – County of St. Paul No.19

43-21: Halisky That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / **County of St. Paul No.19** Intermunicipal Development Plan (IDP) Committee, as per Bylaw No.1334-19.

Carried.

Intermunicipal Development Plan (IDP) – County of Two Hills No.21

44-21: Gawalko That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / **County of Two Hills No. 21** Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1335-19.

Carried.

Intermunicipal Collaboration Committee (ICC) – Smoky Lake Region

45-21: Cere That Smoky Lake County appoint Councillors: Lorne Halisky and Linda Fenerty, as members to the **Smoky Lake Region** (Smoky Lake County / Town of Smoky Lake / Village of Waskatenau / Village of Vilna) Intermunicipal Collaboration Committee (ICC); and Councillor Jered Serben, be the alternate member, as per Bylaw No. 1365-20.

Carried.

Intermunicipal Collaboration Committee (ICC) – Thorhild County

46-21: Fenerty That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Thorhild County** Intermunicipal Collaboration Committee (ICC); and Councillor Dan Gawalko, be the alternate member, as per Bylaw No.1368-20.

Carried.

Intermunicipal Collaboration Committee (ICC) – Lamont County

47-21: Cere That Smoky Lake County appoint Councillors: Linda Fenerty and Jered Serben, as members to the Smoky Lake County / **Lamont County** Intermunicipal Collaboration Committee (ICC); and Councillor Dominique Cere, be the alternate member, as per Bylaw No.1391-21.
Carried.

Intermunicipal Collaboration Committee (ICC) – County of St. Paul No.19

48-21: Gawalko That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **County of St. Paul No.19** Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1361-19.
Carried.

Intermunicipal Collaboration Committee (ICC) – County of Two Hills No.21

49-21: Fenerty That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **County of Two Hills No.21** Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1360-19.
Carried.

Ukrainian Twinning Committee

50-21: Cere That Smoky Lake County appoint Councillors: Linda Fenerty and Lorne Halisky to the **Ukrainian Twinning Committee**, appoint Councillor Jered Serben as alternate member, as per Bylaw No. 1404-21.
Carried.

AGRICULTURAL SERVICE BOARD:

Agricultural Service Board

51-21: Cere That all members of Smoky Lake County Council be appointed to the **Agricultural Service Board**, as required the Agricultural Service Board Act, and as per Smoky Lake County Bylaw No. 1357-19: Agricultural Service Board.
Carried.

Agricultural Issues Advisory Committee

52-21: Gawalko That the Smoky Lake County Agricultural Service Board Chairperson and Vice-Chairperson and any other member of Council affected by a specific issue be appointed to the **Agricultural Issues Advisory Committee**; and the Agricultural Issues Advisory Committee will call for “Public-at-Large” members, when required.
Carried.

Agricultural Service Board Independent Appeal Panel for Weed Control

53-21: Fenerty That Smoky Lake County re-appoint the Public-at-Large members to the **Agricultural Service Board Independent Appeal Panel for Weed Control**, as per Bylaw 1240-12, as follows: Barry Feniak, Norman Schmidt, and Robert Semeniuk; and Ed Doktor as alternate.
Carried.

Lakeland Agricultural Research Association (LARA)

54-21: Gawalko That the Smoky Lake County Agricultural Service Board Chairperson be appointed to the **Lakeland Agricultural Research Association (LARA)**; and the Smoky Lake County Agricultural Service Board Vice-Chairperson as alternate; and acknowledge LARA appointed Public-at-Large members: Barb Shapka and Charlie Leskiw.
Carried.

RECREATION AND CULTURAL SERVICES:

Northeast Alberta HUB

55-21: Serben That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Northeast Alberta HUB**; and that Councillor Jered Serben be appointed as alternate.
Carried.

Northern Lights Library System

56-21: Fenerty

That Smoky Lake County Councillor Linda Fenerty be appointed as board representative for the four-year term ending in Year 2024, to the **Northern Lights Library System**; and Councillor Dominique Cere be appointed as alternate.

Carried.

Smoky Lake Community Daycare Co-operative Committee

57-21: Cere

That Smoky Lake County Councillor Jered Serben be appointed as member to the **Smoky Lake Community Daycare Co-operative Committee**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

Smoky Lake Agricultural Society

58-21: Gawalko

That Smoky Lake County Councillor Jered Serben be appointed as representative to the **Smoky Lake Agricultural Society**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

RURAL UTILITIES:

Natural Gas Committee

59-21: Gawalko

That all members of Smoky Lake County Council be authorized as the **Natural Gas Committee** to exercise the Rural Gas Act and supplemental Bylaws thereto.

Carried.

Environmental Operations Committee

60-21: Gawalko

That all members of Smoky Lake County Council be authorized as the **Environmental Operations Committee** for the Management of Water, Wastewater and Waste.

Carried.

DEPARTMENT INTRODUCTIONS:

Each respective Department Manager provided introductions to Council and a brief overview their department responsibilities. The Chief Administrative Officer also provided additional information on the County's activities and encouraged open communication, feedback, and discussion about any concerns.

One member of the public virtually joined the meeting, time 12:19 p.m.

ADJOURNMENT:

61-21: Gawalko

That the Smoky Lake County Organizational Meeting of October 28, 2021, be adjourned, time 12:32 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **October 28, 2021**, at 1:12 P.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to order by the Reeve, Lorne Halisky, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Oct. 28, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Observers in Attendance Upon Call to Order:

GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Planning & Dev. Manager	Jordan Ruegg	Virtually Present
Planning & Dev. Assistant	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Media	Redwater Review	Absent
Public	4 Members	Virtually Present

2. Agenda:

62-21: Gawalko

That the Smoky Lake County Council Meeting Agenda for Thursday, October 28, 2021, be adopted, as amended:

Additions to the Agenda:

1. 25-Year anniversary of the Raubenheimer Medical Clinic.
2. Bellis Board of Trade Liaison Committee.
3. Smoky Lake Legion Branch No. 227 – Request for Financial Assistance.

Carried Unanimously.

County Council Meeting

63-21: Cere

That the Smoky Lake County Council approve action taken in scheduling a regular **County Council Meeting** for **Thursday, October 28, 2021, following the Organizational Meeting.**

Carried.

1:17 to 1:17 p.m.

9. Public Question and Answer Period:

None.

3. Minutes:

No Minutes.

Additions to the Agenda:

25-Year anniversary of the Raubenheimer Medical Clinic

64-21: Gawalko That Smoky Lake County Council approve to purchase an anniversary plaque as well as a floral arrangement from The Floral Farm, Smoky Lake, in recognition of the Raubenheimer Medical Clinic's 25th Anniversary, for a combined total expense in the amount not to exceed \$300.00; and post congratulations of the said anniversary of the Raubenheimer Medical Clinic on the County's social media and Grapevine.

Carried.

Bellis Board of Trade Liaison Committee - Terms of Reference

65-21: Halisky That Smoky Lake County draft a policy titled "Bellis Board of Trade Liaison Committee: Terms of Reference" for the purpose of appointing an elected official and an alternate to attend the Bellis Board of Trade meetings.

Carried.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 1:29 p.m.

Bellis Board of Trade Liaison Committee – Meeting Attendance

66-21: Halisky That Smoky Lake County approve Councillor Halisky be appointed to attend the Bellis Board of Trade meetings, and approve Councillor Fenerty as the alternate.

Carried.

One member of the public left the meeting, time 1:39 p.m.

Smoky Lake Legion Branch No. 227 – Request for Financial Assistance

67-21: Cere That Smoky Lake County defer the letter from George Brooks, President, of the Royal Canadian Legion - Smoky Lake Legion Branch No. 227, dated October 27, 2021, requesting financial assistance with the cost of replacing the furnace.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

No report.

Financial Statements

As annexed to the minutes:

None.

Action List(s)

Action Lists:

None.

Finance Manager's Report

No Reports.

Disaster Recovery Program (DRP) Grant – Contract for Documentation Submission

68-21: Cere That Smoky Lake County Council approve to contract Angela Semeniuk of RAS Farms, Smoky Lake, for the purpose of preparing the remaining documentation required to receive the 2020 Disaster Recovery Program (DRP) Grant funds, as approved on October 1, 2021, in respect to the overland flooding during June 3-8, 2020.

Carried.

Family and Community Support Services (FCSS) Grant

69-21: Serben

That Smoky Lake County approve to allocate funding from the 2021 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant, as follows to:

- Smoky Lake Holubka Dancers, in the amount of \$2,500.00 for volunteer appreciation and video for the Lodge residents;
- Smoky Lake Regional Chamber of Commerce, in the amount of \$1,500.00 for the Family Light up Festival;
- The Kinette Club of Smoky Lake, in the amount of \$1,000.00 towards their Angel Tree Food and Toy Drive;
- Smoky Lake FCSS \$800.00 for the Atlas of the Heart self-improvement book study; and
- Smoky Lake FCSS \$2,000.00 for the 6 weeks to Christmas Family project program.

Carried.

Finance Manager's Report

70-21: Gawalko

That Smoky Lake County's Finance Manager's Report for the period of September 17, 2021 to October 27, 2021 be accepted and filed for information.

Carried.

Councillor's Report on various Committees, Boards and Commissions

No Reports.

6. Correspondence:

Disaster Recovery Program (DRP) Application

71-21: Fenerty

That Smoky Lake acknowledge receipt of the letter received the Honourable, Ric McIver, Minister of Alberta Municipal Affairs, dated October 1, 2021, announcing the approval of Smoky Lake County's Disaster Recovery Program (DRP) Application of December 21, 2020, in respect to the overland flooding during June 3-8, 2020.

Carried.

One member of the public virtually joined the meeting, time 2:24 p.m.

Rural Municipalities of Alberta (RMA) Fall Convention

72-21: Gawalko

That Smoky Lake County Council who can attend – attend the RMA Fall Convention scheduled for November 23 – 26, 2021, at the Edmonton EXPO Centre, and notify Administration for registration / hotel reservation purposes.

Carried.

Go East Regional Tourism Organization

73-21: Cere

That Smoky Lake County decline the appointment of a member to: Go East Regional Tourism, in response to the letter from Danielle Charette, Office Administrator, Go East Regional Tourism Organization, dated October 19, 2021, requesting elected official representation to be appointed to Go East of Edmonton Regional Tourism for the purpose of attending seasonal or yearly events; as Smoky Lake County's representation through the Smoky Lake Region's Community Economic Development Officer is adequate.

Carried.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

9. Information Release:

No Information Releases.

10. Bills & Accounts:

No Bills & Accounts.

11. Date and Time of Next Meeting(s):

County Council Meeting

74-21: Gawalko

The Smoky Lake **County Council Meeting** be scheduled for **Thursday, December 16, 2021, at 9:00 a.m.**, and **Thursday, January 27, 2022 at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

County Council Departmental Meeting

75-21: Gawalko

The Smoky Lake **County Council Departmental Meeting** be scheduled for **Tuesday, December 14, 2021, at 1:00 p.m.**, and **Tuesday, January 25, 2022 at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

County Council Committee of the Whole – Planning Meeting

76-21: Cere

The Smoky Lake **County Council Committee of the Whole Meeting** be scheduled for **Wednesday, November 17, 2021, at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

ADJOURNMENT:

77-21: Serben

That the Smoky Lake County Council Meeting of October 28, 2021, be adjourned, time 2:34 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held virtually online on Friday, **October 29, 2021** starting at 9:07 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

The meeting was called to Order by the Reeve, Mr. Lorne Halisky in the presence of the following persons:

ATTENDANCE		
<u>Friday, Oct. 29, 2021</u>		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Asst. CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Virtually Present
Mark Fedoretz – Shop Foreman	Virtually Present
Bob Novosiwsky – Public Works Foreman	Virtually Present
Trevor Tychkowsky – Safety Officer	Virtually Present
Jordan Ruegg, Planning & Dev. Manager	Virtually Present
Carleigh McMullin – Ag. Fieldman	Virtually Present
Amanda Kihn – Assist. Ag Fieldman	Virtually Present
Evonne Zukiwski – Communications Tech.	Virtually Present
Carole Dowhaniuk – GIS Tech.	Virtually Present
Scott Franchuk – Fire Chief	Virtually Present
Dave Franchuk – Env. Operations Manager	Virtually Present
Daniel Moric –Natural Gas Manager	Virtually Present

No Members of the Media were in attendance.

Three Members of the Public were in virtual attendance.

2. Agenda:

78-21: Serben

That the Smoky Lake County Council Budget Meeting Agenda for Friday, October 29, 2021 be adopted, as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Direction:

Year-2022 Operating and Capital Budget

The Chief Administrative Officer and Finance Manager presented information to Council in regard to the Year-2022 Operating and Capital Budget, including but not limited to the following background and observations:

Asset management principles, particularly with fleet management, require that the purchase cost and normal usage duration be compared with maintenance and repair costs and then the expected revenues from the sale of the equipment are

deducted. The goal is to maximize the productivity and costs of the equipment over the life of the unit with the County to be as revenue neutral as possible. Keeping a unit beyond reasonable turnaround will cost the County more in the long run as the equipment deteriorates and major repairs are required because resale value continues to decline at a predictable rate. The County commenced with this process last year but may have to postpone this process due to the likelihood of ongoing funding constraints.

The operating and capital budget represents requests and projects identified by Managers, the previous budgets (5-year road plan and 5-year capital plan) and the previous Council. Once the costs were aggregated the operating budget has a deficit of \$475,586 and the capital budget has a deficit of \$3,490,807. This resulted in a combined deficit of \$3,966,393. The budgets were developed on a cash-flow basis and the non-cash amortization cost (the old TCA deficit in the audited financials) is not included as this would skew the budget totals.

Major contributions to the combined deficit are:

- A reduction in the MSI Grant (Municipal Sustainability Initiative) as a revenue source of 50% representing an anticipated loss of \$790,000 (*updated to a reduction of \$940,000 on October 29, 2021*).
- A reduction in the FGT (Federal Gas Tax) as a revenue source of 48.6% representing a loss of \$148,156.
- An increase in policing cost of 29.3% or \$28,883 as mandated by the Province. This does not include the emerging issue of the RCMP new collective agreement.
- Prior years of deferrals of purchase of key equipment (such as graders, fire trucks, tractors, etc.) and transfers to equipment replacement reserves. There is currently insufficient funds in the reserve to satisfy the 5-year capital plan.
- Inadequate contributions to equipment replacement reserves in prior budgets to properly account for escalation/inflation contributing to the inadequate funds available for equipment replacement.
- Increases in inflation due to labour costs, escalation of supply costs and fuel cost increases (as a result of the federal carbon tax).
- The discussion of prior Council to explore the purchase of gravel versus the exploration, de-watering and crushing of our own gravel.
- The postponement by the Province of the taxation of Linear and M&E resulting from oilfield for 3 years of commencement of drilling.

For the last few years, the County relied on the MSI, FGT and reserves to purchase equipment. With the reduction of these grants and the absence of adequate reserves in 2022 and the likelihood of ongoing Provincial cuts to key grants, the County may be faced with the need to reduce service levels.

On Monday, October 25, 2021, the Management Team reviewed the budget and provided recommendations for reductions. This work resulted an operating surplus of \$774,414 and a capital shortfall of \$460,046.

There are a number of unknown variables in putting the budget together. The County will not know the precise amount of the MSI or FGT allocated to the County until after the Provincial budget is released in March or April 2022. We know that residential assessments increased, but we do not know the precise number until after February or March 2022. We also do not know the actual amounts of the requisitions (schools, seniors, Designated Industrial Properties) as they may increase the overall tax bill, but are not a factor in the budget.

To put the situation into perspective, approximately \$100,000 represents about 1%. If a tax increase were contemplated, a 5% tax increase would be needed to balance the budget. This is not the recommendation from Administration at this time. Administration is confident that once more information regarding grants is known in the spring, the deficit will be reduced somewhat. However, it is doubtful that the entire amount would be removed so additional work is required to balance the budget further without resorting to relying on taxation to balance the budget.

To balance the budget further, we may require cuts to the 2022 road plan, which was adopted by motion by the previous Council and the bridge program, which was also affirmed by a resolution of Council in September 2021.

In the past, previous Councils chose to balance the capital budget, particularly the equipment procurement and roads budget from our combined reserves. In 2021, we anticipate the reserves to be about \$12 million.

If the 2022 budget is to be used as a comparison, and if the County were to not undertake the required cuts and the reserve account was utilized to make up the deficit, as in prior years, the reserve would be depleted within 3 to 4 years. Since the reserves are primarily used for planned expenditures (amortized over a period of time - ie. equipment) or emergent or unexpected expenditures, Administration would not recommend the wholesale depletion from the reserves nor the continued use for budgets without reciprocal (budgeted) transfers to replenish the expenditures over a defined period of time.

The question is of sustainability of current operations, capital budgets and service delivery. From the 2022 budget, the mathematics suggests that either new money needs to be added into the budget equation (grants, assessment, investment, development) or the operations and capital replacement programs need to be tailored to the ongoing realistic fiscal picture. Currently, the County is reviewing large resort developments and partnerships which when completed, will start to bring new money into the region and assist in offsetting our budget issues. In addition, there is always the hope that the province begins to develop programs and improves the grant formulas for Smoky Lake County.

We have included in the 2022 budget to undertake a review of the overall strategic plan. Ideally, this exercise would be undertaken in the first part of the new year and would provide the Council with an excellent opportunity to undertake a holistic review of the County budget and operations with the County Administration and develop a plan going forward prior to the adoption of the budgets later in May of 2022.

For now, Smoky Lake County is required by the Municipal Government Act legislation to create a balanced budget and to have the interim budget passed by Dec 31, 2021. Administration has made some suggestions for recommended amendments to the 1st draft of the budget and seeks to discuss the implications of the budget with the Council with a view of obtaining further direction and comment from the Council. There has also been a suggestion that once Council is satisfied with the interim budget, that an open house be set up to allow the public to review and provide comment as to the proposed 2022 budget. The hope is that shortly after the open house, Council will then adopt the interim budget prior to December 31, 2021.

One member of the public virtually joined the meeting, time 9:48 a.m.

One member of the public virtually joined the meeting, time 10:01 a.m.

Schedule Meetings

79-21: Halisky

That the next Smoky Lake County **Policy Committee Meeting** be scheduled for Friday, November 12, 2021 at 9:00 a.m., and the next Smoky Lake County **Negotiating Committee Meeting** be scheduled for Monday, November 15, 2021 at 9:00 a.m., and the next Smoky Lake County **Council Budget Meeting** be scheduled for Friday, November 19, 2021 at 9:00 a.m., to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Public Participation – Open House for Year-2022 Budget

80-21: Gawalko That Smoky Lake County scheduled a virtual Open House on Tuesday, December 7, 2021 at 7:00 p.m., to receive public input for the Year-2022 Budget as part of the Public Participation process.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:35 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Lorne Halisky at 1:11 p.m. in the presence of all Council members, the Chief Administrative Officer, and Finance Manager, and the virtual presence of the Assistant Chief Administrative Officer, Planning and Development Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Communications Technician, Environmental Operations Manager, Natural Gas Manager, Public Works Shop Foreman, Fire Chief, Safety Officer, and five Members of the Public.

Year-2022 Operating and Capital Budget

The Chief Administrative Officer and Finance Manager facilitated Council's review of the draft Year-2022 Operating and Capital Budget with the Department Managers.

One member of the public virtually joined the meeting, time 2:13 p.m.

2022 Budget and Five-Year Financial Plan – Council Discussion

81-21: Cere That Smoky Lake County Council **defer** the draft Year-2022 budget to allow time for Administration to incorporate recommended changes as discussed on October 29, 2021, and for the subsequent draft Year-2022 Budget be created for preparation of adopting the interim budget, to the November 19, 2021, Council Budget Meeting.

Carried.

Smoky Lake Region Fire and Rescue Meeting

82-21: Halisky That Smoky Lake County scheduled a Joint Council Meeting with the Town of Smoky Lake for Thursday, December 9, 2021 at 10:00 a.m., and a Smoky Lake Region Fire and Rescue Meeting for Thursday, December 9, 2021 at 1:00 p.m., to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Adjournment:

83-21: Cere That the Smoky Lake County Council Budget Meeting of October 29, 2021, be adjourned, time 3:22 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Planning on Wednesday, November 17, 2021 at 9:04 A.M.** held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

The meeting was called to Order by the Reeve Mr. Lorne Halisky, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wed., Nov. 17, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan & Dev Manager	Jordan Ruegg	Virtually Present
Plan & Dev Assistant	Kyle Schole	Virtually Present
Community Ec. Dev. Officer	Michelle Wright	Virtually Present

No Member of the Media was present.

6 Members of the Public were virtually present.

2. Agenda:

84-21: Linda

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting held for the purpose of Planning, dated November 17, 2021, be adopted, as amended:

Addition to the Agenda:

1. Letter from Angela Sime, Landowner at Hillside Acres, Whitefish Lake, dated October 27, 2021.

Carried Unanimously.

3. Minutes:

No Minutes.

7. Delegation:

Gary DeWitt – Environmental Reserve at Hillside Acres, Whitefish Lake

Virtually present before Council was Gary DeWitt and daughter Michelle, from 9:07 a.m. to 9:24 a.m. to express concerns in regard to the subdivision of Hillside Acres at Whitefish Lake, including but not limited to concerns with the use of the Environmental Reserve (ER), safety hazards of pedestrians competing with ATVs, pollution of the lake and need to protect the watershed, noise pollution and land erosion.

One member of the Public Virtually Joined the meeting, time 9:27 a.m.

Lori Danyluk – Environmental Reserve at Hillside Acres, Whitefish Lake

Physically present before Council was Lori Danyluk, and virtually present was Gayle Holtz, from 9:25 a.m. to 10:10 a.m. to express concerns regarding the use of the Environmental Reserve (ER), and need for a community dock system, safe boat launch, children’s park, and handicap access to the lake within the subdivision of Hillside Acres at Whitefish Lake; further to their written submission dated October, 2021.

6. Correspondence:

Gary & Anita DeWitt, Landowners at Hillside Acres, Whitefish Lake

85-21: Serben

That Smoky Lake County Council recommend, at the next County Council Meeting, to acknowledge receipt of the correspondence received from, and on behalf of, Gary and Anita DeWitt, dated August 16, 2021 and August 19, 2021, concerning the Environmental Reserve at Hillside Acres, Whitefish Lake; and acknowledge the appearance of the DeWitt's, as delegation further to their correspondence, at the November 17, 2021, Council Committee of the Whole Meeting, as per Council's August 26, 2021, Motion #1156-21.

Carried.

Lori Danyluk, Landowner at Hillside Acres, Whitefish Lake

86-21: Fenerty

That Smoky Lake County Council recommend, at the next County Council meeting, to acknowledge the appearance of the delegations: Lori Danyluk and Gayle Holtz (Landowners at Hillside Acres, Whitefish Lake), further to Council's October 15, 2021 Motion #1313-21, and concerning the use of the Environmental Reserve (ER), and need for a community dock system, safe boat launch, children's park, and handicap access to the lake at Hillside Acres, Whitefish Lake.

Carried.

Addition to the Agenda:

Angela Sime, Landowner at Hillside Acres, Whitefish Lake

87-21: Gawalko

That Smoky Lake County Council recommend, at the next County Council meeting, to acknowledge receipt for record retention, the written correspondence received from Angela Sime, Landowner at Hillside Acres, Whitefish Lake, dated October 27, 2021, concerning the use of the Environmental Reserve (ER) within the subdivision of Hillside Acres at Whitefish Lake.

Carried.

4. Request for Discussion:

Proposed Amendment for Land Use Bylaw No. 1272-14:

To create a Recreation District & to amend the Agricultural District's Permitted Uses

88-21: Gawalko

That Smoky Lake County Council recommend further discussion be held at a Council Meeting after administration drafts an amendment to Smoky Lake County's Land Use Bylaw #1272-14, to propose the creation of a Recreation District with "Permitted Uses", including campgrounds, RV parks, hunting lodges, resorts, bed & breakfasts, and other similar uses, and to propose the removal the aforementioned "Uses" from the list of "Discretionary Uses" under the Agriculture District.

Carried.

One member of the Public Virtually Joined the meeting, time 11:18 a.m.

5. Issues for Information:

Trails Strategy & Lake Accretion Update

89-21: Cere

That Smoky Lake County Council recommend the information received from the Planning and Development Department on November 17, 2021, in regard to the next steps of the Trails Strategy and Lake Accretion be brought forward to the next County Council Meeting to accept as the next steps of:

- A jurisdictional scan of how other municipalities are managing their trails.
- Public participation in Spring 2022 to solicit input on trails mapping, and potential options for service levels, maintenance standards, or possible closures or regulation.
 - This will likely encompass one or more Open Houses, survey, etc.
 - Interested members of the public are always invited to contact Planning & Development without waiting for a specific invitation engagement.
 - Work will continue for this file and will be brought back to Council or Committee for consideration prior to proceeding with public engagement.
- As an eventual outcome of this work, the County may consider adopting a policy statement and/or bylaw which will provide direction for management of trails.

Carried.

Council Orientation – Planning and Development

90-21: Cere

That Smoky Lake County Council recommend, at the next County Council meeting, to acknowledge the Planning and Development Council Orientation was held with all Council and facilitated internally by the Planning and Development Manager: Jordan Ruegg and Planning and Development Manager Assistant: Kyle Schole, on November 17, 2021, at the Council Committee of the Whole Meeting, outlining the following:

- Planning and Development Services Department – “Who we are?”,
- Planning Legislation, Bylaws & Policies,
- Planning Hierarchy & Consistency,
- Planning Legislation, Regulations, Bylaws, and Policies,
- Treaty 6 and Indigenous Acknowledgement, and
- Ongoing and Upcoming Planning and Development Projects.

Carried.

8. Executive Session:

No Executive Session.

ADJOURNMENT

91-21: Cere

That the Smoky Lake County Council Committee of the Whole for the purpose of Planning Meeting, of November 17, 2021, be adjourned, time 2:05 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held virtually online on Friday, **November 19, 2021** starting at 9:09 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

The meeting was called to Order by the Reeve, Mr. Lorne Halisky in the presence of the following persons:

		ATTENDANCE
		<u>Friday, Nov. 19, 2021</u>
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Virtually Present
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Asst. CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Virtually Present
Mark Fedoretz – Shop Foreman	Virtually Present
Bob Novosiwsky – Public Works Foreman	Absent
Trevor Tychkowsky – Safety Officer	Virtually Present
Jordan Ruegg, Planning & Dev. Manager	Absent
Kyle Schole, Planning & Dev. Assistant	Virtually Present
Carleigh Danyluk – Ag. Fieldman	Virtually Present
Evonne Zukiwski – Communications Tech.	Virtually Present
Carole Dowhaniuk – GIS Tech.	Absent
Scott Franchuk – Fire Chief	Virtually Present
Spencer Kotylak – Deputy Fire Chief	Virtually Present @9:23am
Dave Franchuk – Env. Operations Manager	Virtually Present
Daniel Moric –Natural Gas Manager	Virtually Present

No Members of the Media were in attendance.

Two Members of the Public were in virtual attendance.

2. Agenda:

92-21: Serben

That the Smoky Lake County Council Budget Meeting Agenda for Friday, November 19, 2021 be adopted, as amended:

Addition to the Agenda:

1. Hanmore Lake Campground West Side – Water Source.

Carried Unanimously.

3. Minutes:

No Minutes.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 9:23 a.m.

4. Request for Direction:

Year-2022 Natural Gas Budget

93-21: Halisky

That Smoky Lake County adopt the Year-2022 Natural Gas System Budget: total revenue in the amount of \$3,112,800 and total expenditures in the amount of \$3,342,800 (including amortization).

Carried.

Five-Year Capital Budget

94-21: Cere

That Smoky Lake County Council present the draft Five-Year Capital Budget at the virtual Budget Open House - Public Participation Meeting scheduled for Tuesday, December 7, 2021 at 7:00 p.m..

Carried.

One Member of the Public, virtually left the meeting, time 9:58 a.m.

Year-2022 Road Plan

95-21: Gawalko

That Smoky Lake County Council present the draft Year-2022 Road Plan at the virtual Budget Open House - Public Participation Meeting scheduled for Tuesday, December 7, 2021 at 7:00 p.m..

Carried.

Year-2022 Operating Budget

96-21: Cere

That Smoky Lake County Council present the draft Year-2022 Operating Budget at the virtual Budget Open House - Public Participation Meeting scheduled for Tuesday, December 7, 2021 at 7:00 p.m..

Carried.

Addition to the Agenda:

Hanmore Lake Campground West Side – Water Source

97-21: Serben

That Smoky Lake County Council amend the draft Year-2022 Capital Budget by increasing it in the amount of \$26,000.00, provisionally funded from Reserves, for the project: Hanmore Lake Campground West Side – Water Source, including but not limited to drilling a water well and conducting the remediation of the current non-sufficient well.

Carried.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

6. Correspondence:

No Correspondence

Adjournment:

98-21: Serben

That the Smoky Lake County Council Budget Meeting of November 19, 2021, be adjourned, time 10:27 a.m.

Carried.

REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION		DATE	December 16, 2021	4.1
TOPIC	Proposed Bylaw 1402-21: Cancellation of all that portion of Railway Avenue (51 st Avenue), described as "AVENUE," lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite			
PROPOSAL	<ul style="list-style-type: none"> On July 22, 2021, the Planning and Development Manager for Smoky Lake County received a request to close all that portion of Railway Avenue (51st Avenue), described as "AVENUE", lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite. © Attachment 1 			
BACKGROUND	<ul style="list-style-type: none"> As per Smoky Lake County Policy No. 03-16: <i>Road Closure or Cancellation</i>, a person applying to have a road closed shall, prior to First Reading of the proposed Bylaw being given, provide a detailed sketch plan of the proposed closure area, including an approximate calculation of the amount of land included within the closure area. The applicant has provided a sketch showing the proposed closure area and it is attached for reference. © Attachment 2 A copy of Smoky Lake County Policy No. 03-16: <i>Road Closure or Cancellation</i> is attached for reference. © Attachment 3 As per Section 4.6 of Smoky Lake County Policy No. 03-16: <i>Road Closure or Cancellation</i>, the Planning and Development Manager is required to refer the proposed Bylaw to a number of Referral Agencies for their comments and to determine if an easement/right-of-way agreement is required to facilitate the proposed closure.. Copies of the referrals that were sent are attached for reference. © Attachment 4 ATCO Electric has informed Smoky Lake County that it has a powerline within the proposed closure area and requires an Agreement between ATCO and Alberta Transportation. Said Agreement Responses from said Referral Agencies are attached for reference. © Attachment 5 A similar bylaw (Bylaw 1127-05) was given First Reading on May 26, 2005. Subsequently, a Public Hearing was held on August 25, 2005, to obtain public input, both for and against the proposed Bylaw 1127-05. At the Public Hearing, there were no submissions made in favor nor opposed to the Bylaw. However, County Council heard from a Mr. Randy Uglanica, former Mayor of Warspite, who wondered if Council had considered the roadway for possible expansion of development. Motion 553: <i>"That County Council defer the decision on Bylaw 1127-05: closing to Public Travel and disposing of portions: Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions 66' x 564.25' = containing .85 Acres, to a future meeting until further information is obtained."</i> It is unclear what additional information was being requested from Council and it appears as though this information was never provided to Council as the Bylaw was not brought back before Council for Second and Third Readings, as was thus considered rescinded, as Section 188(a) of the <i>Municipal Government Act</i> states that previous readings of a Bylaw that has not received Third Reading within 2 years after having received First Reading are rescinded. <p><u>August 26, 2021 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> Motion 1095-21: <i>"That Smoky Lake County Council give FIRST READING to Bylaw 1402-21: Road Closure of all that portion of Avenue which is south of Lot A, and north of Lot B, within Plan 8420551, in the Hamlet of Warspite; and schedule a Public Hearing for Thursday, September 23, 2021, at 9:15 a.m., at the Smoky Lake County Council chambers and concurrently broadcasted via Zoom, and advertise said Public Hearing in the local newspaper, as per the requirements of the Municipal Government Act, and provide notice of said public hearing to adjacent landowners located within 500 meters of the proposed closure area, and provide notice of said Public Hearing on the County's website, as per</i> 			

Smoky Lake County Bylaw No. 1282-15: Planning and Development Public Hearing Procedures.”

September 23, 2021 – Smoky Lake County Council Meeting

- **Motion 1216-21:** “That Smoky Lake County’s Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite, scheduled for Thursday, September 23, 2021, at 9:15 a.m., be rescheduled to the December 2021 Council meeting to be held at the Smoky Lake County Council chambers and concurrently broadcast via Zoom, and advertise said Public Hearing in the local newspaper, as per the requirements of the Municipal Government Act, and provide notice of said Public Hearing to adjacent landowners located within 500 meters of the proposed closure area, and provide notice of said Public Hearing on the County’s website, as per Smoky Lake County Bylaw No. 1282-15: Planning and Development Public Hearing Procedures.”
- The required Public Hearing was rescheduled as the advertising requirements outlined in Section 606 of the Municipal Government Act.
- A copy of proposed Bylaw 1402-21 is attached for reference. © **Attachment 6**

NEXT STEPS:

1. Public Hearing on proposed Bylaw 1402-21.
2. Should Council decide to proceed with the Bylaw following the representations made to Council at the Public Hearing, the proposed Bylaw will be sent to Alberta Transportation for the Minister’s review and signature.
3. Should the Minister of Transportation approve the proposed Bylaw, 2nd and 3rd Reading of proposed Bylaw 1402-21 will be considered by Council.
4. Should the proposed Bylaw be passed, the necessary documents to effect the proposed closure will be sent to Land Titles office for processing.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

Nil

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

MGA Section

18(1) Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.

22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.

(2) A bylaw closing a road must be advertised.

(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.

(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person’s agent must be given an opportunity to be heard by the Council.

When to hold public hearing

230(1) When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

a) before second reading of the bylaw, or

b) before council votes on the resolution.

(2) When this or another enactment requires a public hearing to be held on a proposed bylaw or resolution, council must

- a) give notice of the public hearing in accordance with section 606, and
 - b) conduct the public hearing during a regular or special council meeting.
- (3) A council may by bylaw establish procedures for public hearings.
- (4) In the public hearing, council
- a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and
 - b) may hear any other person who wishes to make representations and whom the council agrees to hear.
- (5) After considering the representations made to it about a proposed bylaw or resolution at the public hearing and after considering any other matter it considers appropriate, the council may
- a) pass the bylaw or resolution,
 - b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
 - c) defeat the bylaw or resolution.
- (6) The minutes of the council meeting during which the public hearing is held must record the public hearing to the extent directed by the council.

Requirements for advertising

606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

- (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
- a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution, or other thing relates, or in which the meeting or hearing is to be held,
 - b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
 - c) given by a method provided for in a bylaw under section 606.1.
- (3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.
- (4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.
- (5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.
- (6) A notice must contain
- a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,

	<p>b) the address where a copy of the proposed bylaw, resolution or other thing, and any documents relating to it or to the meeting or public hearing may be inspected,</p> <p>c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and</p> <p>d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p> <p>(7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in the certificate.</p> <p>(8) The certificate is admissible in evidence without proof of the appointment or signature of the person who signed the certificate.</p>
BENEFITS	<ul style="list-style-type: none"> Dispose of surplus lands that the County does not require and that it currently maintains.
DISADVANTAGES	<ul style="list-style-type: none"> Nil.
ALTERNATIVES	<ul style="list-style-type: none"> Take no action. Make changes to the requested road closure area.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	Capital Costs:
Budget Available:	Source of Funds: <u>Landowner</u>
Budgeted Costs:	Unbudgeted Costs:
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Following First Reading of the proposed Bylaw and after a Public Hearing has been held on the proposed Bylaw and comments have been received from applicable Referral Agencies, the proposed Bylaw will be forwarded to the Minister of Transportation for approval.
COMMUNICATION STRATEGY	Nil.
RECOMMENDATION	
<p>That Smoky Lake County Council instruct administration to submit proposed Bylaw No. 1402-21 Cancellation of all that portion of Railway Avenue (51st Avenue), described as "AVENUE," lying south of Lot A and north of Lot B, Plan 8420551, located within the Hamlet of Warspite, for the purpose of closing to public travel and disposing of portions of a public highway, in accordance with Section 22 of the Municipal Government Act, to the Minister of Transportation for approval prior to considering Second and Third Readings.</p>	
CHIEF ADMINISTRATIVE OFFICER	

Jordan Ruegg

From: Gene Sobolewski
Sent: July 22, 2021 3:19 PM
To: Jordan Ruegg
Cc: Kyle Schole
Subject: Re: Road Closure

Yep...please proceed 😊

Gene

Sent from my iPhone

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Thursday, July 22, 2021 3:16:31 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: Road Closure

Good afternoon Gene.

I did some further investigation of the road closure we were discussing and it turns out that Bylaw 1127-05, which was given first reading on May 26, 2005, and which is the Bylaw that would have affected the closure of the road in question, was never given second/third reading, and thus was never registered. I will have to speak with a surveyor to see if the description of the closure area that was contained within the Bylaw will satisfy Land Titles.

In the meantime, if you still wish to proceed, please let me know and I will begin preparing the necessary Request for Decision for Council. As I previously mentioned, there is a \$500.00 application fee that must be submitted with your application prior to being given consideration for first reading.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓂᑦᑕᑦᑭᑦ ᑭᓂᑦᑕᑦᑭᑦ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.
Studies show that trees live longer when they are not cut down. Please do not print this email

From: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Sent: July 20, 2021 12:57 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Re: Road Closure

You had pulled it up a while ago. It was for the original creation of the road allowance a few years ago. Jerzak had to subdivide the road allowance I put in a campground (proposed).

Gene

Sent from my iPhone

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Tuesday, July 20, 2021 12:55:08 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: Road Closure

I'm not sure which survey you are referring to since I haven't seen it so I can't say for certain. Do you have a copy you can provide me with?



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓄᓇᑯᓄᓄᑦ ᑯᓄᓄᓄᓄᓄᑦ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email

From: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Sent: July 20, 2021 12:46 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Re: Road Closure

Would the original road closure survey be sufficient? It should be able to be provided to entertain the closure as it is so recent.

Gene

Sent from my iPhone

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Tuesday, July 20, 2021 12:38:46 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: Road Closure

Gene,

The first step to closing the road will be for you to make an application to have the road closed (an email stating your intentions will suffice as for some reason we don't have an application form) and paying the \$500.00 application fee. Once I have received your 'application' and fee, I will begin preparing a bylaw for Council's consideration. This will require me to obtain an appropriate legal description of the closure area, to be provided by an Alberta Land Surveyor. After First Reading is given, the closure area will need to be surveyed prior to the bylaw being the subject of a Public Hearing. During this period, I will also refer the proposed closure to the appropriate utility companies and other referees to make sure that they don't have any objections. Following the Public Hearing, and should Council choose to proceed with the bylaw, a copy of said bylaw and any representations made at the Public Hearing, along with the responses received from the referral agencies, will be forwarded to the Minister of Transportation for his signature. Should the Minister provide his blessing, the bylaw will be returned to Council for Second/Third Readings. Following this, documents will be sent to Land Titles and a Certificate of Title for the former road will be created, and then further consolidated with your property.

I should note that in addition to the \$500 application fee, the costs of advertising the bylaw and for the surveying are also borne by the applicant. So overall I'd say you're going to be looking at between \$2,500-3,000 in total costs.

Please see the attached Policy that outlines the process in further detail.

Let me know if you have any questions.



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.
Studies show that trees live longer when they are not cut down. Please do not print this email

From: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Sent: July 20, 2021 12:15 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: Road Closure

Jordan,

Now that I own the property, attached is the road which I would like to make an application to close. It is almost worthless, but what is the cost and process to initiate.

Gene



Gene Sobolewski, C.E.T.,

Chief Administrative Officer

p: 780-656-3730 or toll free 1-888-656-3730

c: 780-207-1884

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑲᑎᑲ<Cu ᑲᑲ"Δg<ᑲ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky

Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.

SMOKY LAKE COUNTY
BOX 310 ITEM 4.1 - ATTACHMENT #1 - Page 6 of 6
SMOKY LAKE, AB T0A 3C0
PHONE: (780) 656-3730 (780) 424-7103
FAX: (780) 656-3768

O F F I C I A L R E C E I P T

SOBOLEWSKI GENE

Reg. #: R121665640
Receipt #: 0322866
Date: 2021/07/27

Account #	Description	Opening Bal	Payment	Amount Due
-----	-----	-----	-----	-----
1-1-526-61-00-00-00	DEVELOPMENT PER MITS		500.00	

		** Payment Total:	500.00	
	Direct Debit			500.00

Proposed closure area



Warspite

15



SMOKY LAKE COUNTY

Title: Road Closure or Cancellation		Policy No.: 16-04
Section: 03	Code:	Page No.: 1 of 11

E

Legislation Reference:	Alberta Provincial Statutes
-------------------------------	-----------------------------

Purpose:	To provide a process to close a Government Road Allowance, or cancel a surveyed Road Plan.
-----------------	--

Policy Statement and Guidelines:	
<p>1. DEFINITIONS</p> <p>1.1 Government Road Allowance – 66 feet wide</p> <p>1.1.1 in a north-south direction, with one mile between each column of sections east to west, commencing on the eastern range boundary. Also known as Range Roads.</p> <p>1.1.2 in an east-west direction, two miles between each 2nd row of sections south to north, commencing on the southern township boundary. Also known as Township Roads.</p> <p>1.2 Road Plan – Surveyed areas acquired for public purposes such as new roads, road widening, diversion and drainage ditches which are undertaken by the municipality under the authority of the <i>Municipal Government Act</i>.</p> <p>When a municipality or the Crown acquires land for a road or other public work by an agreement with the owner, title to the land is vested in the city, or in the case of any other municipality, the Crown in right of Alberta by filing a plan of survey at the Land Titles Office.</p> <p>1.3 Road – means land</p> <p>1.3.1 shown as a road on a plan of survey that has been filed or registered in a Land Titles Office, or</p> <p>1.3.2 used as a public road,</p> <p>1.3.3 as or within a Government road allowance,</p> <p>and includes a bridge forming part of a public road and any other structure incidental to a public road.</p> <p>2. TEMPORARY ROAD CLOSURE</p> <p>2.1 Council, may by resolution or a Designated Officer if authorized by Council resolution, temporarily close the whole or a part of a road at any time that a construction or maintenance project on or adjacent to the road may create a hazard.</p>	

Title: Road Closure or Cancellation	Policy No.: 16-04
Section: 03	Code:
	Page No.: 2 of 11

E

3. **PERMANENT ROAD CLOSURE / CANCELLATION BY RESOLUTION –
*Municipal Government Act, Section 24***

Council, may by resolution, with the approval of the Minister of Transportation, close the whole or any part of a Road described in a surveyed Road Plan that the Council determines is no longer required for use by the travelling public owing to the existence of an alternative route.

PROCEDURE

- 3.1 A Landowner may request the County to consider cancellation of the whole or any part of an undeveloped Road Plan or the County may initiate the action.
- 3.2 A Request for Decision (*as per Policy Statement No. 01-27: Request For Decision*) shall be presented to Council for consideration for Road Closure by Resolution, see attached *Schedule "A": Sample Resolution*.
- 3.3 The road is usually returned to the title from which it was excepted (i.e. the ¼ section). Consolidation with the adjacent land parcels may require a Descriptive Plan or a Plan of Survey. When using a Descriptive Plan, Land Titles should be consulted to ensure that the description is suitable for registration.
- 3.4 No advertising is necessary, but an agreement or consent must be obtained from the landowner(s) affected. If there is more than one adjacent owner, direction from the municipality as to the disposition of the Road shall be provided to affected landowners, and consent from all affected landowners is required, see attached *Schedule "B": Sample Resolution Letter & Consent*.
- 3.5 The municipality is responsible for ensuring that all third party interests and the interests of anyone who might be adversely affected are protected.

A letter, as per *Schedule "C": Sample Letter of Referral* shall be sent to the following Referral Agencies, as per *Schedule "F": Referral List*:

- 3.5.1 Telecommunication providers (Telus).
- 3.5.2 Power Authority (ATCO).
- 3.5.3 The owner/operator of any pipeline or right-of-way which crosses the subject closure area.

Title: Road Closure or Cancellation		Policy No.: 16-04
Section: 03	Code:	Page No.: 3 of 11

E

Policy Statement and Guidelines:

3.6 If easements or conditions are required by any of the Referral Agencies, the County must attach the proper documentation to accompany the Resolution when submitting it to Alberta Transportation for approval. Easements are granted by the “**Minister of Transportation**”.

3.7 The complete package to be sent to Alberta Transportation shall include:

3.7.1 Original or certified copy of the Resolution;

3.7.2 Copies of the Notices sent to all Referral Agencies;

3.7.3 Copies of written consent by affected Landowner(s); and

3.7.4 Copies of written responses from all required Referral Agencies.

And shall be sent to:

District Operations Manager, Athabasca Unit
 Alberta Transportation
 Unit #2, Jewell Building
 3603 – 53 Street
 Athabasca, Alberta T9S 1A9

3.8 Alberta Transportation will prepare the documentation (Notification to Registrar) to transfer the Road to the appropriate adjacent landowner(s).

4. **PERMANENT ROAD CLOSURE / CANCELLATION BY BYLAW: *Municipal Government Act, Section 22***

Council, may by Bylaw, with the approval of the Minister of Transportation, close the whole or any part of a Government Road Allowance (or a surveyed Road Plan, when preferred).

PROCEDURE

4.1 Prior to First Reading of the Bylaw, the applicant shall provide a detailed sketch of the proposed closure area, which includes an approximate calculation of the area of land included in the proposed closure area. Following First Reading, and prior to a Public Hearing being held on the proposed Bylaw, the applicant shall provide a Plan of Survey or a Descriptive Plan, prepared by an Alberta Land Surveyor, showing the fully-calculated closure area. Costs of the Plan of Survey or a Descriptive Plan shall be borne solely by the applicant.

4.2 A Request for Decision (*as per Policy Statement No. 01-27: Request For Decision*) shall be presented to Council for consideration for Road Closure by Bylaw, see attached *Schedule “D”: Sample Bylaw*. Council must give First Reading to the Bylaw prior to a Public Hearing and prior to submitting it to Alberta Transportation for approval.

Title: Road Closure or Cancellation	Policy No.: 16-04
Section: 03	Code:
	Page No.: 4 of 11

E

Policy Statement and Guidelines:

- 4.3 Following First Reading of the Road Closure Bylaw, advertisement requirements, *as per Municipal Government Act - Section 606*, for a Public Hearing must be followed, including the time and place for a Public Hearing, (*as per Policy Statement No. 01-06: Public Hearing Procedures*).
- 4.4 The Bylaw and advertising must state the ultimate purpose of the closure (i.e., to public travel only, for lease or for creation of a title), see attached *Schedule "E": Sample Advertisement*.
- 4.5 If objections are raised, either in writing or at the Public Hearing, Council should determine whether the objections are valid and whether they wish to continue in spite of the objections. If continuing, the rationale for the closure/cancellation must be made clear in the covering letter to Alberta Transportation.
- 4.6 The municipality is responsible for ensuring that all third parties interests and the interests of anyone who might be adversely affected are protected.

A letter, as per *Schedule "C": Sample Letter of Referral*, shall be sent to the following Referral Agencies, as per *Schedule "F": Referral List*:

- 4.6.1 Telecommunication providers (Telus);
 - 4.6.2 Power Authority (ATCO);
 - 4.6.3 Public Lands, Alberta Sustainable Resources, if a Government Road Allowance is for sale, or if adjacent to Crown Lands or a water body; and
 - 4.6.4 Rural Utilities Branch, Alberta Agriculture and Rural Development; and
 - 4.5.5 The owner/operator of any pipeline or right-of-way which crosses the subject closure area.
- 4.7 If easements or conditions are required by any of the Referral Agencies, the County must attach the proper documentation to accompany the Resolution when submitting it to Alberta Transportation for approval. Easements are granted by the "**Minister of Transportation**".

Title: Road Closure or Cancellation	Policy No.: 16-04
Section: 03	Code:
	Page No.: 5 of 11

E

Policy Statement and Guidelines:

4.8 The complete package to be sent to Alberta Transportation shall include:

- 4.8.1 Original or certified copy of the Bylaw (after First Reading).
- 4.8.2 Copies of the Notices sent to all Referral Agencies.
- 4.8.3 Copy of the Notice published in the local newspaper.
- 4.8.4 Copies of written consent by affected Landowner(s).
- 4.8.5 Copies of written responses from all required interested parties.
- 4.8.6 Copy of the meeting minutes when the Bylaw received First Reading.

And shall be sent to:

District Operations Manager, Athabasca Unit
 Alberta Transportation
 Unit #2, Jewell Building,
 3603 – 53 Street
 Athabasca, Alberta T9S 1A9

- 4.9 Alberta Transportation will review the package and if approved, the Minister of Transportation will sign the Original Bylaw and return to the Municipality.
- 4.10 The Bylaw may then be presented to Council for consideration of Second and Third Readings. Second and Third Readings must be done within two years of First Reading.
- 4.11 Once given Third and Final Reading, a duplicate original or certified copy of the Bylaw is to be sent to Alberta Land Titles for registration.
- 4.12 Upon acceptance of the Road Closure Bylaw, Alberta Land Titles will issue a new Certificate of Title for the subject parcel of land, in the name of Smoky Lake County.
- 4.13 The County may consolidate the parcel of land with an adjacent parcel of land upon a Transfer of Title and Consolidation or Separation of Titles being submitted to Alberta Land Titles.

	<i>Date</i>	<i>Resolution Number</i>
Approved	June 3, 1985	# 590 - Page # 4944
Amended	June 16, 2005	# 479 - Page # 7960
Amended	November 25, 2010	#111-10 - Page # 9535
Amended	June 25, 2020	

Section 3

Policy 16-04



Schedule "A" Sample Resolution

Date: _____ Resolution Number: _____

WHEREAS, Smoky Lake County requires a resolution for the purpose of closing to public travel and canceling a public highway in accordance with Section 24, of the *Municipal Government Act*, Chapter M26 Revised Statutes of Alberta, 2000, as amended; and

WHEREAS, the lands hereafter described are no longer required for public travel.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County does hereby close the following described road, subject to rights of access granted by other legislation.

Road Plan _____, within the land(s) legally described as:

_____.

Excepting Thereout All Mines and Minerals.

Chief Elected Official

- SEAL -

Chief Administrative Officer

Approved this _____ day of _____, 20____.

Minister of Transportation

Section 3

Policy 16-04



Schedule "B" Sample Resolution Letter and Consent

Date:

Name

Address

Town, Alberta Postal Code

To Whom It May Concern:

RE: Proposed Road Plan Cancellation
Road Plan XXXXX in XX XX-XX-XX W4

Enclosed is a copy of the above mentioned Road Plan that is located on land registered in your name. Please be advised that Smoky Lake County proposes to cancel this Road Plan and that all lands from the cancelled road will revert to the Title from which it was exempted.

In order to proceed with the Road Plan cancellation, it is necessary for you to indicate your consent of the cancellation by signing and returning the duplicate of this letter.

Yours truly,

Chief Administrative Officer

I, _____, landowner of _____,
Name Section Township Range Median

hereby certify that I have no objections to the cancellation of Road Plan _____,

within the _____ W4.
Section Township Range Median

Date: _____

Signature: _____

Section 3

Policy 16-04



Schedule "C" Sample Letter of Referral

Date:

Name

Address

Town, Alberta Postal Code

To Whom It May Concern:

RE: Proposed Road Cancellation and Closure

On behalf of Smoky Lake County, this letter serves as notification that "Smoky Lake County" intends to close to public travel and cancel a portion of public highway or roadway in accordance with Section 22 or 24 of the *Municipal Government Act*, M26, Revised Statutes 2000, and amendments thereto.

To be Cancelled: Road Plan _____, in the _____, as shown on the enclosed sketch.

If an easement is required to protect your interests within this road closure, please advise us. **Alberta Transportation** will be the **GRANTOR** for all easements. They will be registered at the Land Titles Office in conjunction with the other Road Closure documents.

Please return the following to our office by _____, 20__:

- Three fully executed easement documents by your company. These documents will be forwarded to Alberta Transportation for final execution.
- This letter signed, which shall grant approval of the Road Closure and Cancellation.

If you have any concerns or require any further information, please contact the undersigned.

Sincerely,

Enclosure(s)

<p>APPROVAL GRANTED (Utility Company)</p> <hr/> <p>Signature</p> <hr/> <p>Print Name</p> <hr/> <p>Date</p>
--

Section 3

Policy 16-04



Schedule "D" Sample Bylaw

A BYLAW OF THE SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING PUBLIC TRAVEL AND (*choose which one applies and insert: "creating title to", "disposing of" or "leasing of"*) PORTIONS OF A PUBLIC ROAD IN ACCORDANCE WITH SECTION 22 OF THE *MUNICIPAL GOVERNMENT ACT*, CHAPTER M26, REVISED STATUTES OF ALBERTA, 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, a request has been made to Council to have the road closed, and

WHEREAS, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and thereafter disposing of same, and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel for the purpose of (*choose which one applies and insert: "creating title to", "disposing of" or "leasing of"*) the following described roads, subject to rights of access granted by other legislation:

(insert proper description)

Excepting thereout all mines and minerals

Received first reading this ____ day of _____, 2____.

Chief Elected Official

- SEAL -

Chief Administrative Officer

Approved this _____ day of _____, 2____.

Minister of Transportation

- SEAL -

Received second reading this ____ day of _____, 2____.

Received third reading this ____ day of _____, 2____.

Section 3

Policy 16-04



**Schedule "E"
Sample Advertisement**

PUBLIC NOTICE

SMOKY LAKE COUNTY

BYLAW No. 1200-09: PUBLIC HEARING

The purpose of **Bylaw No. 1200-09** is to close to public travel for the purpose of disposing of and consolidating the unused portion of road registered as

**Road Plan 2463BM within
SE 02-58-13 W4
Excepting thereout all mines and minerals**

AREA AFFECTED:

SE 02-58-13 W4 – 2.56 acres (1.036 hectare)

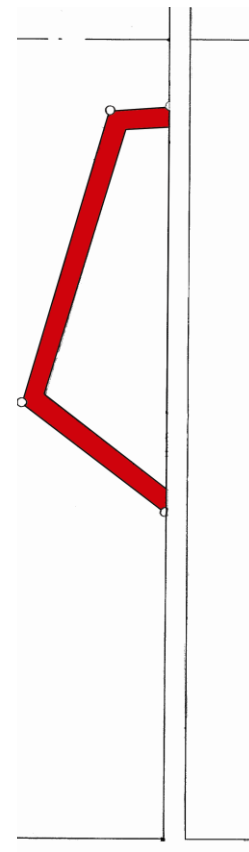
Copy of **Bylaw No. 1200-09** is available at the County Administration Office in Smoky Lake, during regular business hours, for inspection at the following address:

**Smoky Lake County Office
4612 McDougall Drive (Box 310)
Smoky Lake, Alberta T0A 3C0**

Any person wishing to file a letter or comment on the proposed Bylaw is welcome to submit written correspondence prior to the Public Hearing or appear in person at the Public Hearing.

A **Public Hearing** has been scheduled for **October 29, 2009** at **1:00 P.M.**, in the **County Council Chambers**, Smoky Lake, to provide the public with the opportunity to comment on **Bylaw 1200-09** prior to its proposed adoption.

Cory Ollikka
Chief Administrative Officer



Section 3

Policy 16-04



Schedule “F” Referral List

Telus Communications Engineering OPS – Right of Ways 16 th Floor, 10020 – 100 Street Edmonton, Alberta T5J 0N5	ATTENTION: Cindy Sparks Real Estate Agreements Assistant III Phone: (780) 493-4619 Phone: (780) 425-0843
ATCO Electric Land & Properties Acquisition 12 th Floor, 10035 – 105 Street Edmonton, Alberta T5J 2V6	ATTENTION: Andy Sharun Phone: (780) 420-3748 Phone: (780) 420-5410
If affecting a water body or adjacent to Crown Land	
Alberta Sustainable Resources Public Lands Division Roadway and Reservation Program 5 th Floor, 9915 – 108 Street South Petroleum Plaza Edmonton, Alberta T5K 2G8	
Phone: (780) 427-3570 Fax: (780) 422-3120	
Only if selling a Government Road Allowance:	
Alberta Sustainable Resource Development Technical and Logistics Unit 3 rd Floor, 9915 – 108 Street Edmonton, Alberta T5K 2G8	ATTENTION: Bev Cormack Phone: (780) 422-4737 Phone: (780) 422-4251
NOTE: Because most Municipalities have a three month termination clause in their lease agreements, Alberta Environment and Pipeline Companies in the area do not need to be notified of leases on Statutory Road Allowances.	



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Alberta Environment & Parks
Technical Services Unit
3rd Floor, 9915 – 108 St
EDMONTON, AB T5K 2G8

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.



P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta TOA 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Altalink
26315 Twp Rd 531A
Acheson, AB
T7X 5A3

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta TOA 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

ATCO Electric
Land & Properties Acquisition
12th Floor, 10035 – 105 Street
Edmonton, AB T5J 2V6

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

ATCO Pipelines Edmonton Centre
7210 42 Street
Edmonton, AB
T6B 3H1

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

FortisAlberta Inc.
320-17th Ave SW
Calgary, AB
T2S 2V1

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2021.

ᑭᑦᑭᑦᑭᑦᑭᑦ ᑭᑦᑭᑦᑭᑦᑭᑦ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Attn: Daniel Moric
Smoky Lake County Gas Department
Box 310
Smoky Lake, AB, T0A 3C0

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake
County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

<p>If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.</p> <p>Acknowledged and agreed to the _____ day of _____, 2021.</p> <p>_____</p> <p>_____</p>
--

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 27, 2021

File No. Bylaw 1402-21

Altalink
26315 Twp Rd 531A
Acheson, AB
T7X 5A3

RE: Proposed Road Closure: All that portion of "AVENUE" as described on Plan 8420551

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and cancel a portion of a public road: **All of the undeveloped road labelled as "AVENUE", lying south of Lot A and north of Lot B, as shown on Plan 8420551 (Pt. of NE 10-59-18-W4M).**

Please refer to the attached Bylaw which contains a sketch showing the location of the above noted cancellation and advise whether you have any objections and/or require easement protection. Please *mail or email your written reply* to the undersigned within fourteen (14) days.

If an easement is required, please provide three fully executed easement document by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

If your agency has no objections to the foregoing, would you kindly indicate your acceptance by signing this letter in the space provided and return it to our office.

Acknowledged and agreed to the 28th day of July, 2021.

Larry Mogck, Surface Land Coordinator

No Objections from AltaLink.

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

cc: Kyle Schole, Planning, Development & Heritage Assistant, Smoky Lake County kschole@smokylakecounty.ab.ca

Jordan Ruegg

From: @ Electric Crossing Requests <crossingrequests@atcoelectric.com>
Sent: July 28, 2021 8:32 AM
To: @ Electric Land Inquiries; Jordan Ruegg
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)
Attachments: Letter_Dated_July_27_2021_to_ATCO_Electric.pdf

Good Morning Jordan,

This request should have gone to our Land Inquires email not crossing but I have reviewed this request and ATCO does have an anchor within this road. Here is the land inquiries reply. They will look after this going forward.

ATCO does have a powerline within the road you are closing. We will need to get an agreement with Alberta Transportation for this. Can you please provide us the wording that will be used on the new title for this road closure. Once I have the wording I can prepare the documents for Alberta Transportation and send them to you.

Thank you

Rita Klasson

Senior Land Administrator, Land Administration
Environment and Land Department
Electricity

T. 780 508-4688

A. 10TH Floor AC, 10035 – 105 Street, Edmonton AB T5J 1C8

[ATCO.com](#) [Facebook](#) [Twitter](#) [LinkedIn](#)



From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Tuesday, July 27, 2021 1:05 PM
To: @ Electric Crossing Requests <crossingrequests@atcoelectric.com>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

****Caution – This email is from an external source. If you are concerned about this message, please forward it to spam@atco.com for analysis.****

Good afternoon,

Smoky Lake County proposes to close a portion of a road as described on Plan 8420551, within the Hamlet of Warspite. Please see the attached letter which contains a copy of the proposed Bylaw for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan

Planning and Development Manager

p:780-656-3730 or toll free 1-888-656-3730

c:780-650-5207

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. *Studies show that trees live longer when they are not cut down. Please do not print this email*

The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.



Erin Aldcroft
Land Department

FortisAlberta Inc.
320 - 17 Ave SW
Calgary, AB
T2S 2V1
Phone# 587-775-6331
Cell#
www.fortisalberta.com
Email: erin.aldcroft@fortisalberta.com

July 28, 2021

Smoky Lake County
P.O. Box 310
4612 McDougall Drive
Smoky Lake County, Alberta
T0A 3C0

Attention:

RE: Proposed Road/Lane Closure

FortisAlberta Reference No.: 320100242

Location/Legal Description: NE 10-59-18-W4

FortisAlberta has completed a review of your correspondence dated July 27, 2021, and has no objection to this road closure request as we currently do not have facilities located in government road allowance.

Should you have any questions please contact the undersigned at (403) 514-4783.

Sincerely,

A handwritten signature in cursive script that reads "Erin Aldcroft".

Erin Aldcroft

RE: 320100242

Jordan Ruegg

From: Daniel Moric
Sent: July 27, 2021 1:11 PM
To: Jordan Ruegg
Cc: Kyle Schole
Subject: RE: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

Good afternoon Jordan

Smoky Lake County Natural Gas has no issues or concerns with the proposed road closure as described on Plan 8420551, within the Hamlet of Warspite.

Thank you



Daniel Moric
Natural Gas Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-656-5734
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᐱᑦᑕᑦᑲᑦ ᓴᑭᓴᑭᐱᑦᑕᑦᑲᑦ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. *Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.*

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: July 27, 2021 1:07 PM
To: Daniel Moric <dmoric@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

Good afternoon Daniel,

Smoky Lake County proposes to close a portion of a road as described on Plan 8420551, within the Hamlet of Warspite. Please see the attached letter which contains a copy of the proposed Bylaw for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᐱᑦᑕᑦᑲᑦ ᓴᑭᓴᑭᐱᑦᑕᑦᑲᑦ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email

Jordan Ruegg

From: TACIE KYLE <Tacie.Kyle@telus.com> on behalf of circulations <circulations@telus.com>
Sent: August 3, 2021 8:26 AM
To: Jordan Ruegg
Subject: RE: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

Thank you for including TELUS in your circulation
At this time, TELUS has no concerns with the proposed activities.

Have a great day!

Tacie Krisher-Kyle (She/Her)
Real Estate Specialist
Customer Network Implementation (CNI)
Edmonton, Alberta
The future is friendly®

TELUS Restricted – Privileged & Confidential
Not to be forwarded or copied without express consent of the originator



Healthcare in your hands.

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: July 27, 2021 01:07 PM
To: rightofwayAB <rightofwayAB@telus.com>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure Bylaw 1402-21 (Plan 8420551)

ATTENTION: This email originated from outside of TELUS. Use caution when clicking links or opening attachments. | Ce courriel provient de l'extérieur de TELUS. Soyez prudent lorsque vous cliquez sur des liens ou ouvrez des pièces jointes.

Good afternoon,

Smoky Lake County proposes to close a portion of a road as described on Plan 8420551, within the Hamlet of Warspite. Please see the attached letter which contains a copy of the proposed Bylaw for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᓱᓱᓱ ᓴᑭᓱᓱᓱᓱ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

NOTE: In response to the latest Alberta COVID-19 measures, we have returned to alternating in-office and at-home days, and the County Office is closed to the public during the noon hour as well as Tuesday and Thursday. Reach me on my cell at 780-650-2059.

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system.

Studies show that trees live longer when they are not cut down. Please do not print this email

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1402-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

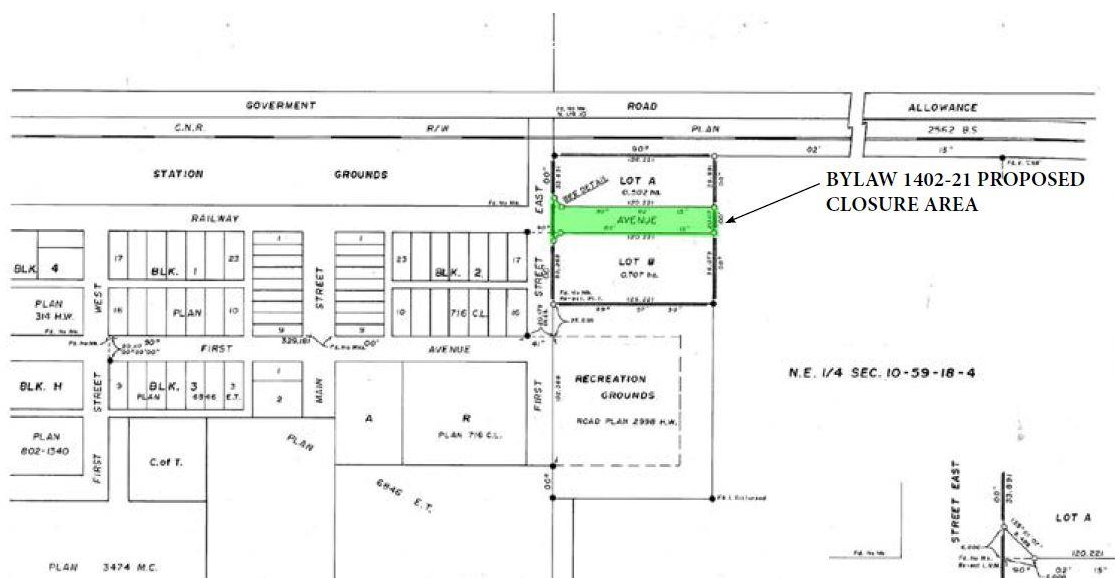
WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described highways, subject to rights of access granted by other legislation.

Hamlet of Warspite: Part of South Railway Avenue east between Lot A, Plan 842 0551 and Lot B, Plan 842 0551, dimensions: 66' x 564.25' = containing 0.85 Acres, more or less.



Received first reading this _____ day of _____, _____.

Reeve

Seal

Chief Administrative Officer

APPROVED this ____ day of _____, _____.

Minister of Infrastructure

Received second reading this _____ day of _____, _____.

Received third reading and finally passed this day ____ of _____, _____.

Reeve

Seal

Chief Administrative Officer

REQUEST FOR DECISION		DATE	December 16, 2021	4.2
TOPIC	ALBERTA COMMUNITY PARTNERSHIP (ACP) GRANT APPLICATION – MINIMUM SERVICING STANDARDS & SUBDIVISION DEVELOPMENT GUIDELINES			
PROPOSAL	<ul style="list-style-type: none"> • That Smoky Lake County apply, as managing partner, to the Alberta Community Partnership (ACP), under the Intermunicipal Collaboration funding stream, to secure grant funding, of up to \$200,000.00, to prepare a document containing minimum municipal servicing standards and subdivision and development guidelines that will be used on a regional basis. 			
BACKGROUND	<ul style="list-style-type: none"> • The objective of the Alberta Community Partnership (ACP) is to improve the viability and long-term sustainability of municipalities. • Key program outcomes include: <ul style="list-style-type: none"> • new or enhanced regional municipal services • improved municipal capacity to respond to priorities • effective intermunicipal relations • The ACP encompasses 4 separate funding streams: <ul style="list-style-type: none"> • Intermunicipal Collaboration <ul style="list-style-type: none"> ○ The government provides funding to partnerships of 2 or more municipalities to develop regional plans, service delivery frameworks, and regional service delivery efficiencies. • Municipal Restructuring <ul style="list-style-type: none"> ○ The government provides funding to municipalities involved with regional governance and municipal restructuring processes such as amalgamation, dissolution or viability reviews. • Mediation and Cooperative Processes <ul style="list-style-type: none"> ○ The government provides funding to municipalities to develop collaborative protocols and processes, to proactively manage conflict, and to establish an agreed-upon process for collaboration. ○ The government provides funding to support municipalities for mediation, facilitation or other dispute resolution alternatives to resolve intermunicipal conflict, and to assist with intermunicipal negotiations. • Municipal Internship <ul style="list-style-type: none"> ○ The government provides funding to municipalities and planning service agencies to recruit, train and retain competent municipal employees who may pursue careers in municipal administration, finance or land-use planning. • Terms of the ACP allow a municipality to be a partner in more than one grant application. However, a municipality may only serve as the managing partner of a single application. • Smoky Lake County is being asked to partner with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau on other ACP applications as well for the following: <ul style="list-style-type: none"> ○ Regional Water Audit Study – Managing Partner Town of Smoky Lake • <u>January 23, 2020 – Smoky Lake County Council Meeting</u> <ul style="list-style-type: none"> • Motion #365-20: <i>“That Smoky Lake County Council warrants changes to the County’s Subdivision Development Guidelines and Minimum Servicing Standards as prepared by Stewart Weir & Co. Engineering and adopted in Year 1986, to meet the current standards as described in the letter received from Gene Sobolewski, C.E.T., Senior Project Manager, Associated Engineering Alberta Ltd., dated December 3, 2019, in respect to Bascor Development’s multi-lot subdivision proposal for the lands legally</i> 			

described as Lot 1, Block 6, Plan 1821256 (Pt. SW-34-59-13-W4M) at Bonnie Lake.”

- **September 20, 2021 – Administrators’ Meeting**

- A meeting of the administrations of Smoky Lake County, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau was held on September 20, 2021, to discuss the ACP applications that each municipality would serve as the managing partner for.
- At this meeting, it was decided the Smoky Lake County would serve as the managing partner for an application under the Intermunicipal Collaboration stream for the development of minimum servicing standards and subdivision development guidelines.
- The rationale for this project being chosen is that the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna do not have any servicing standards nor subdivision development guidelines, and while Smoky Lake County does have a document containing these guidelines/standards, it was produced during the 1960’s and is outdated with respect to current engineering standards and development practices.
- By having an updated and consistent set of guidelines and standards for use throughout the region, the County and its municipal partners will be able to have greater cost certainty with respect to maintaining roads and other municipal infrastructure.
- A consistent approach to regional servicing standards and guidelines will also provide additional clarity to prospective developers and may allow for increased intermunicipal collaboration on regional projects, which in turn, may unlock additional grant funding, as provincial priorities are focused on intermunicipal and regional collaboration in an effort to stretch limited municipal funding provide benefits to a wider geographical area.
- A copy of the Alberta Community Partnership Program Guidelines is attached for reference © **Attachment 1**
- A copy of the Alberta Community Partnership application is attached for reference © **Attachment 2**
- A copy of the County’s existing Development Guidelines & Minimum Servicing Standards is attached for reference © **Attachment 3**

CORRELATION TO BUSINESS (STRATEGIC) PLAN

Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom

Vision: Leading the way in positive growth with healthy, sustainable, rural living.

Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

- Nil

BENEFITS

- Standardized design guidelines and minimum servicing standards will ensure high quality infrastructure is developed throughout the region
- Standards and guidelines that are consistent between the municipalities will provide greater certainty and clarity to prospective developers within the region
- Consistent standards may allow for cost-sharing of regionally-based projects
- Modernized standards will make use of new engineering practices and materials, leading to more durable infrastructure

	<ul style="list-style-type: none"> • Modernized standards will help prevent flooding and erosion near County infrastructure, potentially saving money on repairs/maintenance in the future • Leveraging grant dollars to further unlock additional grant dollars
DISADVANTAGES	<ul style="list-style-type: none"> • Staff time will be required to manage the application and the project should the County successfully obtain funding
ALTERNATIVES	<ul style="list-style-type: none"> • Submit an application to the ACP for a different project (NOTE: this will require more discussion with the County's regional partners and may lead to missing the application submission deadline of January 5, 2022) • Do not submit an application to the ACP as a managing partner
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____ Budget Available: \$ _____ Budgeted Costs: \$ _____	Capital Costs: _____ Source of Funds: _____ Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • The County will act as the managing partner of this ACP application, and will be responsible for the administration of the project. The County will work with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau throughout the duration of the project.
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Nil.
RECOMMENDATION	
<p>That Smoky Lake County, in partnership with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, participate in the application for the 2021/2022 Alberta Community Partnership (ACP) Grant for the Project Titled: Smoky Lake Region Municipal Development Guidelines & Minimum Servicing Standards, under the "Intermunicipal Collaboration" stream, for the total project cost in the amount of \$200,000.00, with Smoky Lake County being the Managing Partner; and further to agree to abide by the terms and conditions of the Conditional Grant Agreement governing the purpose and use of the grant funds.</p>	
CHIEF ADMINISTRATIVE OFFICER	

Alberta Community Partnership Program Guidelines

Municipal Affairs, Government of Alberta
June 2021
Alberta Community Partnership Program Guidelines

Table of Contents

1. Guidelines	7
2. Program Highlights	7
3. Key Dates and Contacts	8
4. Submission Method	9
Alberta Community Partnership Online (ACPO)	9
5. Program Objective	10
6. Funding Components	10
7. Eligibility Requirements	11
7.1) Eligible Applicants	11
7.2) Contributions to Other Entities	11
7.3) Eligible Projects	12
7.4) Ineligible Expenses	12
8. Application Process	12
8.1) Project Application	12
8.2) Review and Approval Process	12
9. Funding Agreement and Amendment Process	13
9.1) Conditional Grant Agreement (CGA)	13
9.2) Amending an Agreement	13
10. Time Period to Use Grant Funds	13
11. Use of Other Grant Funds	14
12. Requirement for Award of Contract	14
13. Payment Process and Financial Reporting Requirements	14
13.1) Payments	14
13.2) Statement of Funding and Expenditures (SFE)	15
13.3) Credit Items	15
13.4) Calculation of Income Earned	15

14. Site Visits	16
15. Communications and Project Recognition Requirements	16
Schedule 1A – Intermunicipal Collaboration	17
1. Objective	17
2. Eligible Entities	17
3. Eligible Projects	17
a) Itemized Expenditure Breakdown	21
b) Ineligible Project Costs	21
4. Application Process	22
5. Grant Amounts.....	22
6. Component Conditions	22
7. Payment of Funds.....	23
8. Time Period to Use Grant Funds.....	23
9. Reporting Requirements.....	23
Schedule 1B – Evaluation of IC Applications	24
Schedule 2 – Municipal Restructuring	27
1. Objective	27
2. Eligible Entities	27
3. Eligible Projects	27
a) Restructuring Study Stream	27
b) Transitional Stream.....	28
c) Infrastructure/Debt Servicing Stream	28
4. Application Process	29
5. Grant Amounts.....	29
a) Restructuring Study Stream	29
b) Transitional Stream.....	30
c) Infrastructure/Debt Servicing Stream Post-Restructuring	30
6. Component Conditions	30
General Conditions for all MR component grants:	30
Conditions Specific to the Restructuring Study Stream (Infrastructure Study):	31

Conditions Specific to the Transitional Stream:	31
Conditions Specific to the Infrastructure/Debt Servicing Stream:	31
7. Payment of Funds.....	32
8. Time Period to Use Grant Funds.....	32
9. Reporting Conditions	32
Schedule 3 – Mediation and Cooperative Processes	33
1. Objective	33
2. Eligible Entities	33
3. Eligible Projects	33
a) Mediation Stream.....	33
d) Cooperative Processes Stream.....	34
4. Application Process	35
5. Grant Amounts.....	36
6. Component Conditions	36
Conditions Specific to the Mediation Stream.....	36
Conditions Specific to the Cooperative Processes Stream:.....	36
7. Payment of Funds.....	37
8. Time Period to Use Grant Funds.....	37
9. Reporting Conditions	37
Schedule 4 – Municipal Internship.....	38
1. Objective	38
2. Internship Workplan.....	39
3. Eligible Entities	40
4. Eligible Projects	41
a) Administrator.....	41
b) Finance Officer	41
c) Land-Use Planner.....	42
5. Application Process	42
6. Grant Amounts.....	43
7. Payment of Funds.....	43

8. Time Period to Use Grant Funds.....	43
9. Reporting Conditions	43
Schedule 5 - Strategic Initiatives	44
1. Objective	44
2. Eligible Entities	44
3. Eligible Projects	44
4. Application Process	44
5. Grant Amounts.....	44
6. Component Conditions	45
7. Payment of Funds.....	45
8. Time Period to Use Grant Funds.....	45
9. Reporting Conditions	45

1. Guidelines

These guidelines are intended to assist applicants in completing Alberta Community Partnership (ACP) applications and financial reporting requirements for the program year. Before applying, applicants should consider both the general program information supplied in the main part of the guidelines and the component-specific information in the schedule(s).

2. Program Highlights

- Intermunicipal Collaboration (IC) project eligibility is focused on projects that result in regional municipal service delivery foundations or frameworks that align with broader regional or municipal priorities and initiatives. This includes new or enhanced regional emergency management frameworks, and regional plans for emergency preparedness or disaster mitigation (see Schedules 1A and 1B).
- IC evaluation criteria reflect a stronger focus on project outcomes and regional benefits. Additional information has been added to assist in completing a high quality IC application.
 - Application questions updated to enable the partnership to expand on project details, benefits to the region, and how the project addresses the unique needs and circumstances of the partnership.
 - Schedule 1B includes information to consider when drafting responses.
- The Municipal Internship (MI) component has streamlined all three internship streams (Administrator, Finance Officer and Land-Use Planner) to a standard 18-month term, with grant funding changed to \$60,000 per intern to reflect the change in term.
- The status of Statement of Funding and Expenditure (SFE) submissions can be viewed at Alberta Community Partnership Online (ACPO) (see main guidelines section 4).
 - Email notification of SFE certification will no longer occur, however Grant Advisors will continue to follow-up on SFEs that require additional clarification or that report a variance.

3. Key Dates and Contacts

ACTIVITY	TIMELINE	QUESTIONS? CONTACT
Project Application Submission	<p>Municipal Internship due October 15, 2021.</p> <p>Intermunicipal Collaboration due January 5, 2022.</p> <p>Mediation and Cooperative Processes, Municipal Restructuring, and Strategic Initiatives accepted up to February 4, 2022.</p>	<p>Call a Grant Advisor at 780-422-7125 (toll-free 310-0000), or email acp.grants@gov.ab.ca</p>
Statement of Funding and Expenditures (SFE)	Due within 60 days of project completion date identified in the conditional grant agreement.	<p>Call a Grant Advisor at 780-422-7125 (toll-free 310-0000), or email acp.grants@gov.ab.ca</p>
Communication and Project Recognition	Ongoing.	<p>Call a Grant Advisor at 780-422-7125 (toll-free 310-0000), or email acp.grants@gov.ab.ca</p>

4. Submission Method

Alberta Community Partnership Online (ACPO)

ACPO is available through MAConnect. ACPO gives municipalities the ability to:

- create, edit, and submit ACP applications online;
- view and track the status of ACP applications;
- view agreement, payment, and reporting summary information for projects funded under ACP or the former Regional Collaboration Program (RCP);
- create, edit and submit ACP and RCP amendment requests; and
- create, edit, submit and track the status of ACP and RCP SFEs.

Municipalities that already use MAConnect can request staff access to ACPO through the municipality's MAConnect Stakeholder Administrator. The Stakeholder Administrator is the person delegated to manage access to applications in MAConnect on behalf of the municipality through the MAConnect Stakeholder Agreement.

All current Stakeholder Administrators are able to submit an electronic request through their MAConnect dashboard to grant a staff member access to ACPO. If the municipality needs to assign another Stakeholder Administrator, a request can be emailed to ACPOaccess@gov.ab.ca.

Municipalities that do not have access to MAConnect will need to enter into a Stakeholder Agreement before requesting access to ACPO. The Stakeholder Agreement can be requested by emailing to ACPOaccess@gov.ab.ca or contacting 780-644-2413 (toll-free in Alberta by first dialing 310-0000). Once the Stakeholder Agreement has been signed and returned to Municipal Affairs, the municipality will be able to request access to ACPO through their designated Stakeholder Administrator.

An ACPO help guide is available on the ACP program website at: www.alberta.ca/alberta-community-partnership.aspx.

5. Program Objective

The objective of the ACP program is to improve the viability and long-term sustainability of municipalities by providing support for regional collaboration and capacity building initiatives.

The ACP program is designed to support municipalities in attaining the following key program outcomes:

- New or enhanced regional municipal services;
- Improved municipal capacity to respond to municipal and regional priorities; and
- Effective intermunicipal relations through joint and collaborative activities.

6. Funding Components

Project funding is administered under five distinct funding components. Information regarding specific objectives, eligibility criteria, and other conditions for each component are found in Schedules 1-5.

Intermunicipal Collaboration (IC) (Schedule 1A)	<ul style="list-style-type: none"> • Develop regional plans, service delivery frameworks, and establish regional service delivery efficiencies
Municipal Restructuring (MR) (Schedule 2)	<ul style="list-style-type: none"> • Explore regional governance and minimize costs associated with municipal restructuring processes such as amalgamation, dissolution, or viability reviews
Mediation and Cooperative Processes (MCP) (Schedule 3)	<ul style="list-style-type: none"> • Resolve intermunicipal conflict through dispute resolution alternatives and/or develop processes and protocols to enhance municipal collaboration
Municipal Internship (MI) (Schedule 4)	<ul style="list-style-type: none"> • Provide recent post-secondary graduates with the opportunity to develop knowledge, skills, and experience so they may pursue careers in municipal administration, finance, or land-use planning and help build the capacity of Alberta's municipal sector
Strategic Initiatives (SI) (Schedule 5)	<ul style="list-style-type: none"> • Support for initiatives that align with provincial priorities and address intermunicipal needs of strategic significance

7. Eligibility Requirements

7.1) Eligible Applicants

Applicant Type	Funding Components
Municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, Special Areas)	All*
Improvement Districts	IC, MCP, or SI
Metis Settlements	IC, MCP, or SI
Townsite of Redwood Meadows Administration Society	IC, MCP, or SI
Edmonton Metropolitan Region Board and Calgary Metropolitan Region Board	MI Land-Use Planner or SI
Municipally-controlled planning service agencies	MI Land-Use Planner

* Eligibility to apply under the MI streams is dependent on municipal population (see Schedule 4).

First Nations are eligible to participate under the IC component as non-managing, formal project partners on IC project applications. A band council resolution is required to confirm project participation.

The Minister may vary any program criteria, such as eligibility and application requirements, to respond to the Government of Alberta and Municipal Affairs' priorities.

7.2) Contributions to Other Entities

Ineligible entities under the ACP include individuals, for-profit corporations, not-for-profit organizations, regional service commissions (excluding planning commissions), intermunicipal entities, and municipal subsidiary corporations (for-profit and not-for-profit).

Successful applicants may contract these entities to conduct project activities. In these instances, the contracted entity is not considered a project partner, and the applicant remains responsible for the use of the funds, achieving project outcomes, and reporting on activities related to the approved project.

7.3) Eligible Projects

Eligible project information is provided in the component schedules.

7.4) Ineligible Expenses

The following expenses are ineligible for all components:

- Existing and ongoing operational costs;
- Floodway mapping costs;
- Costs already funded under other grant programs; and
- Goods and Services Tax (GST).

8. Application Process

8.1) Project Application

A separate application form is required for each project submission.

Project applications can be submitted any time prior to the deadline(s) specified in section 3.

Applications submitted through ACPO contain a certification statement to be completed by the authorized user, and do not require a signature.

8.2) Review and Approval Process

Each project application submitted to Municipal Affairs will be reviewed to ensure it meets the requirements outlined in these guidelines. Once a project is assessed, a recommendation is forwarded to the Minister of Municipal Affairs. All decisions by the Minister are final. Applicants will be advised in writing of the status of their submission, and a list of successful projects will be posted annually to the program website.

Project applications submitted under the IC component will be evaluated based on merit (see Schedule 1B), with scores assigned based only on the information provided in the application. Applicants should ensure all relevant sections of the form are completed, as incomplete applications may result in a lower score relative to other submitted applications. Funding decisions will be made by March 31 of the program year.

MI applications are due by October 15, 2021. IC applications are due by January 5, 2022; MR, MCP, and SI applications should be submitted by February 4, 2022 to be considered in the current program year.

It is anticipated that applications will be processed and municipalities advised of project funding status in writing, within 10 to 12 weeks following submission, or by March 31 of the program year.

9. Funding Agreement and Amendment Process

9.1) Conditional Grant Agreement (CGA)

Following the Minister's approval of a project, successful applicants must enter into a CGA with Municipal Affairs. The CGA sets out the terms and conditions for the grant funding. This includes project start and end dates, project scope, grant payment conditions, and reporting requirements.

9.2) Amending an Agreement

If the project scope or time period to use grant funds change after project approval, an amendment is required. An Amendment Request Form is available through ACPO. The amendment request should be submitted prior to the CGA project completion date and must provide detailed rationale to support consideration of the amendment request. Questions regarding scope and time changes can be directed to a Grant Advisor.

Municipal partnerships are strongly encouraged to complete projects by the project completion date identified in the CGA, as established project scope and time parameters align with the municipal commitment to the project that moves the project forward from planning to implementation.

10. Time Period to Use Grant Funds

The ACP program year is based on the provincial fiscal year, which commences April 1. Grant funds can be retroactively applied to approved projects beginning April 1 of the current program year unless otherwise stipulated in the executed CGA. See component schedules for specific details regarding time periods to use grant funds.

11. Use of Other Grant Funds

ACP grants may be used in combination with funds from other provincial-municipal or federal-municipal grant programs, unless doing so is prohibited by the other program. Using ACP grant funds for costs covered by other programs, as per section 7.4, is not an allowable use of ACP funds.

If a grant recipient chooses to use multiple grant funding sources for a project, it is their responsibility to understand each grant program's specific funding requirements. ACP funding does not signify broader support for any recommendation or outcome that might result from a project.

More information about specific requirements of provincial-municipal grant programs can be found on the respective program websites, accessible through the Municipal Grants Web Portal at <http://municipalaffairs.alberta.ca/municipal-grants-web-portal>.

12. Requirement for Award of Contract

All calls for proposals or tenders for projects funded under the ACP shall be carried out in accordance with the rules, regulations and laws governing such activities and in accordance with the best current procurement practices. They must also be advertised in accordance with the guidelines of the New West Partnership Trade Agreement (www.newwestpartnershiptrade.ca), and the Canadian Free Trade Agreement (www.cfta-alec.ca/agreement-on-internal-trade).

13. Payment Process and Financial Reporting Requirements

13.1) Payments

ACP payments will be made following legislative approval of the provincial budget, and Ministerial authorization of the component budgets. Payments for approved projects will be made based on the conditions of the CGA. Typically, the grant payment is made within one month following the execution of the CGA, unless stated otherwise.

13.2) Statement of Funding and Expenditures (SFE)

The grant recipient must submit an SFE for each project. Submission of the SFE is through ACPO and is due 60 days following the project completion date. The SFE summarizes the grant amount received, the actual project costs, grant funding applied, portion of funding provided by other grant programs and municipal sources, and income earned and applied to the project. Income earned on the ACP grant funding becomes part of the funding available to apply to project expenditures.

The SFE must be completed by the CAO or delegate, who certifies that the grant recipient is in compliance with the terms of the CGA, program guidelines, and administrative procedures. All supporting documentation such as reports, drawings, and invoices for project costs must be retained by the municipalities for a minimum of three years following completion of the project.

The SFE may be subject to review by the Provincial Auditor General.

Additional reporting is required for the MI component (see Schedule 4), and may be required under other components.

13.3) Credit Items

Income earned on deposited or invested ACP grant funds must be reported under Credit Items on the SFE.

The amount of income earned on the funds becomes part of the total grant funding available for the project.

13.4) Calculation of Income Earned

The municipality must maintain separate accounting records for the grant funds.

The municipality is encouraged to invest and earn income on all unexpended grant funds, subject to the provisions of Section 250 of the *Municipal Government Act*.

The amount of income earned on grant funds may be calculated by one of two methods:

- the actual income earned on the funds being held; or
- the estimated (notional) income earned on the funds. For example, multiply the average grant funding balance over one or more months that the grant funds were held in an account by the average interest rate over those months.

14. Site Visits

Municipal Affairs may select and visit a number of municipalities to discuss ACP program delivery, explore suggestions for program improvement, and view completed ACP-funded projects where appropriate.

15. Communications and Project Recognition Requirements

Municipalities may choose to recognize a project milestone through advertising, public information campaigns, or ceremonies and events. If a municipality initiates a communications event related to an ACP-funded project (such as news conference, advertisement in local or national newspaper, news release, celebratory event), they are asked to advise Municipal Affairs of the proposed event a minimum of 15 working days prior to the celebration/launch/event.

News releases should acknowledge the province's contribution and must include a quote from the Minister or other GoA representative as determined by the province. Any advertising of ACP-funded projects should include a reference to the ACP program and the province's contribution.

To discuss project recognition options or communications requirements, please call a Grant Advisor at 780-422-7125 (toll-free in Alberta by first dialing 310-0000), or email acp.grants@gov.ab.ca.

Schedule 1A – Intermunicipal Collaboration

1. Objective

The objective of the Intermunicipal Collaboration (IC) component is to promote municipal viability by providing support to partnerships of two or more municipalities to develop or enhance regional municipal service delivery plans and frameworks, including establishing regional service delivery efficiencies.

By having regional service delivery plans and frameworks in place, municipalities lay the foundation to move from concept to reality. The plans and frameworks will ensure that:

- roles and responsibilities have been defined;
- participating municipalities are on board with the next step; and
- the partnership knows what it will take in time and resources to get their project off the ground.

2. Eligible Entities

The following entities are eligible grant recipients (managing partners) under the IC component:

- Municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, improvement districts, and Special Areas);
- Metis Settlements; and the
- Townsite of Redwood Meadows Administration Society.

First Nations are eligible to participate as non-managing, formal project partners on IC project applications.

3. Eligible Projects

Projects that directly support new or enhanced regional approaches to municipal service delivery are eligible under the IC component. Municipal partnerships are in the best position to consider projects that will provide regional benefit to their residents, businesses and communities. Partnerships should consider how proposed projects align with broader regional or municipal initiatives, provincial priorities, or legislative regulatory requirements.

Provincial priorities include economic and pandemic recovery. As such, regional partners may choose to explore economic development and growth, emergency preparedness and planning, emergency response, disaster mitigation, or other related projects. New and updated Intermunicipal Development Plans (IDPs), as well as updated Intermunicipal Collaboration Frameworks (ICFs), remain eligible under the IC component.

These IC projects must produce plans, agreements, studies, or frameworks that the partnership can use to determine, establish, or govern integrated or cooperative approaches to municipal service delivery. A municipal service is defined as any activity or work undertaken by, provided for, or on behalf of, a municipality for the purpose of providing good government, facilities or other items that are necessary or desirable to develop and maintain safe and viable communities. Planning is considered a municipal service for the purpose of this component.

A partnership may undertake a regional service planning project in order to determine such factors as the costs, benefits, governance model options, revenue or cost-sharing arrangements, infrastructure priorities or operational requirements for intermunicipal service delivery.

Applications will be reviewed to ensure that the project supports or creates arrangements for cooperative approaches to delivering services within the partnership, and that the project genuinely produces a regional result. If a project appears to benefit only the participants individually or if it is unclear how the project relates to supporting intermunicipal service delivery, the project may be deemed ineligible.

Certain regional projects may be a better fit under other ACP components or grant programs. Please see the table below for examples.

Regional Municipal Service Delivery – Development Phases		
Phase	Eligible IC Projects ¹	Projects Eligible Under Other Funding Sources
<p>Explore Opportunity To determine if a regional approach to municipal service delivery makes sense</p>	<ul style="list-style-type: none"> Regional emergency preparedness, response, and risk mitigation e.g., regional storm water management plan Review and establish streamlined regional operational standards Asset management Evaluate and establish regional development and planning approvals Regional service needs or gaps assessment Regional service-specific feasibility study 	<ul style="list-style-type: none"> Broad exploration of regional governance options (See MR component, Schedule 2) Facilitator or dispute resolution specialist to prepare regional parties for regional service negotiations (See MCP component, Schedule 3)
<p>Establish Scope Decision tools and guidance documents to determine the best approach to regional service delivery</p>	<ul style="list-style-type: none"> Service-specific delivery options Regional service delivery expansion studies and needs assessments Regional service cost-sharing models Regional service-specific business plan or strategy, e.g., regional water engineering study or regional transit strategy Develop a regional growth plan Develop an approach or conduct a review of existing regional services to create operational efficiencies 	<ul style="list-style-type: none"> Regional governance study and/or business case (See MR component, Schedule 2)

<p>Lay Groundwork Establish formal frameworks and agreements to prepare for implementation of cooperative and integrated services among partners</p>	<ul style="list-style-type: none"> • Establish or update regional emergency management frameworks • Establish or update regional business continuity plans • Legal framework for a regional service delivery authority • Intermunicipal service sharing agreements (for instance, regional solid waste and recycling governance model and management system) • Develop a regional municipal service delivery business plan • Conduct a cost and site location analysis • Establish or update regional municipal service bylaws and service sharing agreements • Develop a regional communication strategy and materials • Develop cost- and revenue-sharing models • New or amended IDPs, updated ICFs, including MDPs developed in support of the above 	
<p>Deliver Service Implementation and direct delivery of the regional service</p>	<p>Capital projects and operating pilots are <u>not</u> eligible</p>	<ul style="list-style-type: none"> • Facility construction; equipment purchases (Municipal Sustainability Initiative - Capital², Federal Gas Tax Fund²) • Set up and ongoing regional service delivery costs (Municipal Sustainability Initiative - Operating²)

¹ Projects previously approved under the Alberta Community Partnership can be found at: <https://open.alberta.ca/publications/alberta-community-partnership-approved-projects>

² Information about these programs is available at <https://www.alberta.ca/municipal-affairs-grant-programs.aspx>.

a) Itemized Expenditure Breakdown

Expenditures should be directly attributable to the project outcomes, and may include contract and project management costs.

An itemized breakdown of all expenditure items and estimated project costs must be provided under the Budget section of the application form. The list of estimated project costs should specifically identify the types of consultant activities (e.g. development of specific plans, facilitation of stakeholder consultations, conducting a service inventory, consultant travel expenses, project management), and vendor costs (e.g. advertising, public consultation venue rental, and offsite printing).

If the budget expense item is general or vague, or if it is unclear how an expenditure item relates to the proposed regional service planning or development activities, the expenditure may be deemed ineligible.

b) Ineligible Project Costs

Capital expenditures, such as project expenditures associated with the construction, purchase, or betterment of capital assets or equipment.

Costs associated with the direct implementation or existing and ongoing operational costs related to the delivery of regional or municipal services, including costs associated with:

- ongoing or regular salary expenses;
- overhead expenses;
- office set-up;
- hardware or software purchases, installation, or upgrades;
- training;
- operational service pilots;
- routine or regularly occurring data gathering;
- system updates or maintenance; and
- municipal reimbursements (e.g. travel, meals, per diem).

4. Application Process

Applications under the IC component are due January 5 of the current program year. No applications will be accepted after the due date.

Only one application per managing partner per program year will be considered. If an applicant submits more than one grant application as a managing partner, the first submitted application will be evaluated for funding.

Ensure that all relevant sections of the application form are completed prior to submission, as incomplete applications may result in a lower score relative to other submitted grant applications. The evaluation of your grant application will be based only on the information submitted on the application form. Supplementary documentation will not be reviewed and will not impact the application evaluation and ranking.

5. Grant Amounts

The maximum grant available per project is \$200,000.

6. Component Conditions

Applications under the IC component must involve a partnership of two or more eligible entities, as defined in the Eligible Entities section.

Eligible entities may participate in multiple project partnerships but may only be the managing partner on one IC project per program year.

The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, receives and manages the grant funds on behalf of the partnership, and reports to the ministry on project expenditures and outcomes. All other formal partners are referred to as project participants. The managing partner and project participants must confirm their project involvement through council resolutions or motions. The resolutions or motions should confirm support for their involvement in the project and designate a managing partner.

The managing partner must certify that the resolutions or motions are in place on the grant application form and retain copies of the resolutions. Resolutions or motions do not need to be submitted with the application unless requested by Municipal Affairs.

7. Payment of Funds

ACP funds will be paid following legislative approval of the provincial budget and is contingent on a Conditional Grant Agreement (CGA) being duly executed.

IC grant funds will be provided in phased installments. Seventy-five per cent of funds will be provided following the execution of the CGA. A holdback of twenty-five per cent of the funding will be paid upon submission and certification of the SFE following project completion.

8. Time Period to Use Grant Funds

Grant recipients can retroactively apply grant funds towards approved projects effective April 1 of the program year unless otherwise stipulated in the CGA. No costs incurred prior to April 1 of the program year may be attributed to the grant.

Typically, a default 2-year project completion date will be specified in the CGA to allow sufficient time for the partnership to complete the project. This is the date by which all eligible project costs must be incurred and the use of grant funds expire. If the partnership experiences unforeseen delays that will impact the timely completion of the project, a time extension request for the CGA may be considered.

Municipal partnerships are strongly encouraged to complete projects by the project completion date identified in the CGA, as established project scope and time parameters align with the municipal commitment to the project that moves the project forward from planning to implementation.

Funding that is not expended by the project completion date in the CGA must be returned to the Government of Alberta.

9. Reporting Requirements

The grant recipient must submit an SFE (see main guidelines section 13.2), and may be asked to provide additional reporting on the outcome of the grant.

SFEs must be submitted within 60 days of the project completion date, or sooner if the project is completed prior to the Project Completion date.

Schedule 1B – Evaluation of IC Applications

IC grant applications will be scored using the following evaluation criteria to establish a primary ranking of projects based on merit and alignment with current program priorities.

While not exhaustive, additional information has been provided in the evaluation criteria that may assist when preparing your application. It should be clearly evident in the application how the project will benefit the unique circumstances and priorities of the regional partnership. It is expected that responses are customized to reflect your specific project, and this will be reflected in scoring.

Final decisions on funding recommendations will be made by a panel of program staff and may incorporate additional relevant factors such as geographic distribution of funds, past initiative funding, distribution of funds across service areas, and/or municipal adherence to Municipal Affairs' grant program reporting and compliance.

PROJECT OUTCOME	
<p>1. Project results in improved level of integrated municipal service delivery for the region.</p>	<p>Maximum points: 25 <i>Corresponding application questions: 1, 2a & 2b</i></p>
<ul style="list-style-type: none"> • High score: project results in significantly improved level of regional municipal service delivery. • Low score: project has limited impact on the level of regional municipal service delivery. • When drafting your response, consider: <ul style="list-style-type: none"> ○ Regional service gaps that will be addressed. ○ Service delivery efficiencies (cost, resources) expected to be realized, and how they will enhance the scale or scope of service delivery. ○ Details that fully describe the new or enhanced regional municipal service delivery project. 	
<p>2. Project results provide other benefits to the partnership.</p>	<p>Maximum points: 20 <i>Corresponding application questions: 2a & 2b</i></p>
<ul style="list-style-type: none"> • High score: project has significant benefit for partnership and extends to other municipalities and organizations in the region. • Low score: project has limited benefit for participating municipalities • When drafting your response, consider: <ul style="list-style-type: none"> ○ Short- and long-term benefits to regional residents, businesses, and communities. 	

Continued on next page.

- How the benefits will be shared among the partners.
- Outcomes that contribute to economic and pandemic recovery or other efficiencies that will be realized within the region.

PROJECT PRIORITY

3. Project has been established as a priority for the region.

Maximum points: 15 *Corresponding application question: 3a*

- **High score:** Project has been identified as a critical priority under a formal initiative (e.g. municipal strategic plan; watershed quality management; economic development; emergency services; red tape reduction).
- **Low score:** Priority has not been clearly identified and project does not appear to align with broader regional or municipal plans.
- When drafting your response, consider:
 - Project alignment with a regional or provincial priority.
 - Project alignment with legislative or regulatory requirements

4. Project funding will help the partnership to resolve capacity-related barriers in order to undertake the project.

Maximum points: 10 *Corresponding application question: 3b*

- **High score:** the need for project funding is clear. Funding support will enable the partnership to undertake a regional initiative that requires additional expertise or resources beyond the existing capacity of the municipalities.
- **Low score:** grant approval will have a minimal impact on the partnership's current ability to undertake the project.
- When drafting your response, consider:
 - Project complexity and immediacy of need.
 - Regional impact if the project is unable to proceed.

Continued on next page.

PARTNERSHIP AND PROJECT READINESS

5. Regional partners are actively engaged in project delivery and demonstrate a good working relationship to support project success.

Maximum points: 15
Corresponding application questions: 4a & 4b

- **High score:** project is collaborative and all participating municipalities have the ability to influence project outcomes. Processes are in place to facilitate input into decision-making and resolve conflict.
- **Low score:** project delivery is driven by a third party and it is unclear how municipal partners will be involved.
- When drafting your response, consider:
 - Protocols in place to facilitate partnership engagement.
 - Tools to ensure partnership input on decision-making.
 - Dispute resolution processes to resolve potential conflict.

6. Project is well planned.

Maximum points: 5 *Corresponding application question: 4c*

- **High score:** project planning appears completed. There are no significant concerns regarding the partnership's ability to execute the project successfully and achieve the expected benefits.
- **Low score:** insufficient information was provided to determine extent of planning for project delivery.
- When drafting your response, consider:
 - Identification of project milestones or phases.
 - Potential risks at each phase, and strategies to mitigate potential issues that may hinder on-time project completion.

PARTNERSHIP BUDGET

7. Project budget estimates are supported.

Maximum points: 10 *Corresponding application question: 5a & 5b*

- **High score:** the basis for the budget estimates and requested grant amount was identified, and project costs appear reasonable.
- **Low score:** insufficient information was provided to determine the basis of estimated project costs and requested grant amount.
- When drafting your response, consider:
 - Comprehensive project cost estimates from potential vendors or research on comparable project costs.
 - Itemized project costs for each phase of the project.
 - Project costs are linked to scope of work identified under application question 4c.

Schedule 2 – Municipal Restructuring

1. Objective

The Municipal Restructuring (MR) component provides financial support to municipalities for projects associated with regional governance and municipal restructuring processes such as amalgamation, dissolution or viability reviews.

The objectives of MR funding are to assist municipalities with the cost of:

- completing studies that may result in municipal restructuring or regional governance;
- infrastructure studies for municipalities undergoing a viability review or following a dissolution;
- transition following a dissolution or amalgamation; and
- debt servicing and critical infrastructure upgrades following a dissolution or amalgamation.

2. Eligible Entities

The following entities are eligible for funding under the MR component:

- Municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, and Special Areas).

3. Eligible Projects

a) Restructuring Study Stream

The Restructuring Study Stream provides funding towards one of the following types of studies associated with municipal restructuring:

- regional governance study which must include the exploration of options that may lead to some form of municipal restructuring; and
- infrastructure study / asset management plan (during viability reviews).

b) Transitional Stream

For a municipality undergoing restructuring, the Transitional Stream supports eligible projects related to integrating the administration, governance, and legislation of the restructured municipality.

Examples of eligible projects include:

- financial audit of pre-restructured municipality/municipalities;
- community engagement activities including, but not limited to, advertising, public notices, and signage to communicate with residents, ratepayers and other stakeholders following restructuring;
- asset management plan following dissolution;
- integration or migration of administrative systems including, but not limited to, accounting and financial, assessment, communications, geographic information systems, information technology, and records management and taxation systems;
- legal and legislative costs including, but not limited to, contracts review, land title fees, electoral boundaries review, conducting by-elections, and bylaw and policy reviews;
- library costs including, but not limited to, establishment of new municipal library boards in the receiving municipality or amalgamated municipality;
- organizational review to optimize the structure and processes of the municipality;
- personnel costs including, but not limited to, additional staff time associated with the post-restructuring transition, staff training, and severance for staff employed in the former municipality or municipalities; and
- relocation of municipal operations in the dissolved or amalgamated municipality.

c) Infrastructure/Debt Servicing Stream

The Infrastructure/Debt Servicing Stream supports upgrades to existing, municipally-owned capital infrastructure assets and equalization of any outstanding non-utility debt obligations of the dissolved municipality, or of the amalgamated municipalities. The receiving municipality or amalgamated municipality may apply for funds once needs are known and prioritized.

Examples of eligible projects include:

- repairs and upgrades for existing, municipally-owned infrastructure based on an infrastructure study, asset management plan, or supporting documentation from the past five years that identify the priority project(s) that needs to be addressed;
- work needed to meet infrastructure and environmental standards that directly affects the dissolved municipality or the health and safety of residents; and
- repayment of non-utility debt and the reduction of liabilities associated with the former municipality(ies).

4. Application Process

Applicants are encouraged to contact a Municipal Viability Advisor prior to completing the application. Municipal Viability Advisors can be reached by telephone at 780-427-2225 (toll-free in Alberta by first dialing 310-0000), or by email at viabilityreview@gov.ab.ca.

5. Grant Amounts

a) Restructuring Study Stream

The maximum amount available under the Restructuring Study Stream for infrastructure studies as part of a viability review is \$120,000.

The maximum amount available under the Restructuring Study Stream for a regional governance study and/or amalgamation study project is \$200,000, available in two phases: up to \$100,000 for a preliminary study (Phase 1), and the remainder to prepare a report on negotiations after one or more participating municipality(ies) initiates amalgamation proceedings pursuant to the *Municipal Government Act* (Phase 2).

In the case of an amalgamation study where an application is submitted by a municipality as managing partner, in cooperation with all municipalities jointly exploring amalgamation, the managing partner will be eligible for up to 100 per cent of the maximum grant.

In the case of a regional governance study and/or amalgamation study where an application is submitted by a municipality that wishes to initiate amalgamation proceedings with one or more other municipalities without unanimous agreement with the proposed partners, the initiating municipality will be eligible to apply for up to 10 per cent of the maximum grant to use towards the project. If all of the municipalities party to the project agree to request the remaining funding, then up to the remaining 90 per cent may be approved and the initiating municipality would continue as the managing partner for the grant.

b) Transitional Stream

The total amount available under the Transitional Stream is a base amount of \$100,000 plus \$500 per capita (to a maximum of 300 persons per municipality) for each dissolving municipality, or for each amalgamating municipality excluding base and per capita funding for the municipality with the largest population.

c) Infrastructure/Debt Servicing Stream Post-Restructuring

The total amount available under the Infrastructure/Debt Servicing Stream is a base amount of \$500,000 plus \$1,500 per capita (to a maximum of 300 persons per municipality) for each dissolving municipality, or for each amalgamating municipality excluding base and per capita funding for the municipality with the largest population.

6. Component Conditions

General Conditions for all MR component grants:

- a) A council resolution from the applicant must be submitted with the application.
- b) Agreement from other municipalities that are participating in the project (e.g. regional governance study or amalgamation study) or from municipalities that may be directly affected by the municipal restructuring (e.g. receiving municipality) should be in place and a copy of that agreement (e.g. emails, council resolution or formal agreement) submitted with the application.
- c) Municipalities involved in the projects may not separately apply under the MR component for the same study or restructuring process.
- d) Unused transitional grant funds cannot be applied to infrastructure projects, and vice versa.
- e) Applicants that have received restructuring grants in support of municipal restructuring that occurred prior to January 2014 are not eligible for MR funding.

If the cost of a project exceeds the maximum grant amounts, the municipality or municipalities involved are expected to cost-share or use other grant sources for the remainder of the project costs.

Conditions Specific to the Restructuring Study Stream (Infrastructure Study):

- a) Applicants that receive funding are required to use the Viability Review Infrastructure Terms of Reference template as part of their procurement documentation. The template can be obtained by contacting a Municipal Viability Advisor by telephone at 780-427-2225 (toll-free in Alberta by first dialing 310-0000), or by email at viabilityreview@gov.ab.ca.

Conditions Specific to the Transitional Stream:

- a) If grant funding was applied for following restructuring, grant funds must be accounted for separately by the receiving municipality in accordance with the Order in Council that dissolved the former municipality.

Conditions Specific to the Infrastructure/Debt Servicing Stream:

- a) Funding to be used for existing, municipally-owned infrastructure projects is conditional upon the completion of an infrastructure study / asset management plan in the past five years, which assists with identifying and prioritizing critical infrastructure and municipal needs. If a recent infrastructure study, asset management plan, engineering study or related documentation does not already exist, eligible entities may apply for funds through the Transitional Stream to support an infrastructure study or an asset management plan.
- b) Infrastructure projects must be located within the geographic boundaries of the dissolved municipality, or if the infrastructure project is located outside the dissolved municipality, the project must directly benefit the residents and property owners of the dissolved municipality.
- c) Funding to be used for debt servicing requires receipt of audited financial statements of the dissolved or amalgamated municipality(ies) following restructuring.
- d) Debt reduction or debt servicing funds can only be applied to the debt of the former municipality(ies) that transferred to the receiving/newly formed municipality.
- e) If grant funding was applied for following restructuring, grant funds must be accounted for separately by the receiving municipality (dissolution) or newly formed municipality (amalgamation) in accordance with the Order in Council that dissolved or amalgamated the former municipality(ies).

7. Payment of Funds

ACP funding will be paid following legislative approval of the provincial budget and is conditional on a Conditional Grant Agreement (CGA) being duly executed.

When approved applications exceed the current year's budget allocation for the Municipal Restructuring Component, the ministry reserves the right to provide an initial payment and, if budget permits, provide the remaining funding in the next fiscal year, at the discretion of the ministry and as described in the CGA.

8. Time Period to Use Grant Funds

Successful applicants can apply grant funds towards approved projects effective April 1 of the current program year unless otherwise stipulated in the CGA. Infrastructure audits funded through the Restructuring Study stream must be completed within 12 months, while regional governance studies and post-restructuring projects must be completed within two years.

Funding that is not expended within the project completion date in the CGA must be returned to the Government of Alberta.

9. Reporting Conditions

The grant recipient must submit an SFE (see main guidelines section 13.2), and may be asked to provide additional reporting on the outcome of the grant.

Upon completion, a copy of the report or study funded under the Restructuring Study Stream must be submitted to the Municipal Capacity and Sustainability Branch of Municipal Affairs at viabilityreview@gov.ab.ca.

Schedule 3 – Mediation and Cooperative Processes

1. Objective

The Mediation and Cooperative Processes (MCP) component provides support to municipalities to develop collaborative protocols and processes to proactively manage conflict, or to assist in the negotiation of service agreements, land-use disputes, annexations, Intermunicipal Collaboration Frameworks or intermunicipal planning tools (such as an Intermunicipal Development Plan or Joint-Use Planning Agreement).

This enables municipalities to rely on an agreed-upon process for collaboration. This component also supports municipalities in using mediation, facilitation, or other dispute resolution alternatives to resolve intermunicipal conflict as local solutions provide the ability to control the outcomes and create options in the best interests of residents. This component is comprised of a Mediation stream and Cooperative Processes stream.

2. Eligible Entities

The following entities are eligible for funding under the MCP component:

- Municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, and Special Areas);
- Improvement Districts;
- Metis Settlements; and the
- Townsite of Redwood Meadows Administration Society.

3. Eligible Projects

a) Mediation Stream

The Mediation stream funds a mediator or third party facilitator's fees and travel costs to support mediation or facilitative services to develop local solutions to conflicts municipalities may be having with their municipal neighbours, regional services commissions or other boards or agencies.

Eligible projects include:

- mediating conflict or facilitated negotiations between two or more municipalities, including ICF implementation or interpretation; and
- mediating conflict or facilitated negotiations between a municipality and another entity (which may include regional services commissions, school boards, First Nations, or Metis Settlements).

b) Cooperative Processes Stream

The Cooperative Processes stream provides proactive support to municipalities for building relations and cooperative processes within and between municipalities through the Collaborative Governance Initiative (CGI). There are three types of cooperative processes within this stream.

- i. **Protocol Development** funds a consultant or an appropriate expert's fees and travel costs to assist in creating collaborative principles, processes and protocols using consensus. This may involve an internal process with one municipality or an external process between multiple municipalities.
 - An internal process example for a single municipality is when a municipality has a lack of consensus so a consultant is hired to help with the development of council and staff protocols and procedures regarding meeting management, roles and responsibilities, and strategic direction.
 - An external or multi-party example for groups struggling to work collaboratively would be to hire a consultant to facilitate discussions between multiple municipalities to assist with the development of cooperation protocols.
- ii. **Protocol Implementation** funds the implementation of the principles, processes, and protocols created in the Protocol Development. That is, piloting, testing, and adjusting the protocols to achieve the desired objective.
- iii. **Intermunicipal Collaboration Framework Negotiation** funds a mediator or third party facilitator's fees and travel costs to assist in the negotiation of ICFs, IDPs or any planning or service agreements. For example, neighbouring municipalities with contentious or complex negotiations who require a third party in order to renegotiate an ICF, IDP or any related intermunicipal planning or service agreements.

The objective of IDP and ICF funding support offered through the MCP component is to help municipalities access third-party facilitators or mediators if they have a **demonstrated need** for such services in the implementation or interpretation of their agreements.

Applicants seeking grant funds to assist with contracting technical resources and expertise to develop an IDP or ICF, and who do not need additional negotiation support, should consider the IC component (see Schedule 1A).

4. Application Process

Applications are typically completed after discussion with Ministry staff. Contact Intermunicipal Relations staff at 780-427-2225 (toll-free in Alberta by first dialing 310-0000) prior to completing the form.

For all funding streams under this component, an applicant is required to complete an application that is supported by council resolutions or appropriate motions from all project participants. In the absence of council resolutions, an application may be submitted with a letter from the requesting municipality (with a copy to the partnering municipalities) that demonstrates support for the project and is signed by the Chief Elected Official.

All MCP component applications will be considered throughout the year up until February 4 of the current program year.

Decisions will be based on information provided in the ACP application form regarding the project's complexity and the immediacy of need. The degree of complexity will consider the number of issues, services, or factors that need to be negotiated and the number of municipalities involved. The immediacy of need for facilitation or mediation assistance will be based upon the following factors but not limited to:

- Degree of conflict or disagreement;
- History of conflict between the municipalities;
- Capacity to facilitate or resolve the issues or to collaborate; and
- Likelihood of the conflict to escalate.

5. Grant Amounts

The MCP component has funding maximums as follows:

- Mediation Stream: \$15,000
- Cooperative Processes Stream:
 - Protocol Development: \$50,000
 - Protocol Implementation: \$30,000
 - Intermunicipal Collaboration Framework Negotiation: \$50,000

The Minister may vary these maximum amounts and cost-share contributions (see section 6 below) in extraordinary or highly contentious projects.

6. Component Conditions

For projects involving cost-share or matching municipal contributions, the following verifiable in-kind expenses are eligible:

- Costs to rent space for project-related meetings or stakeholder consultations; and
- Overtime hours for municipal staff dedicated to the project.

Conditions Specific to the Mediation Stream:

The Mediation stream grant of up to \$15,000 provides one-third of the cost of mediation and is conditional on the municipal partners contributing two-thirds of the total costs. For example, to receive a maximum mediation grant of \$15,000, the municipal partners would need to contribute an additional \$30,000, reflecting a total project cost of \$45,000.

Conditions Specific to the Cooperative Processes Stream:

Cooperative Processes stream grants are conditional upon the municipalities matching the grant funding, and can include verifiable in-kind contributions. For example, to receive a maximum ICF Negotiation grant amount of \$50,000, the municipal partners would need to contribute an additional \$50,000, reflecting a total project cost of \$100,000. The matching amount must be expended proportionately to the grant funding amount.

Municipalities must complete all reporting requirements under Protocol Development prior to submitting an application for funding under Protocol Implementation. Reporting must demonstrate the progress in the project and that all funding has been fully expended prior to submitting a Protocol Implementation application.

7. Payment of Funds

Funding will be paid following legislative approval of the provincial budget and is conditional on the following:

- a Conditional Grant Agreement (CGA) being duly executed; and
- for the Mediation stream, by way of installment upon receipt of a copy of the mediator's invoices submitted that demonstrates project costs; or
- for the Cooperative Processes stream, by way of lump-sum payment.

8. Time Period to Use Grant Funds

Successful applicants can apply grant funds towards approved projects retroactive to April 1 of the current program year unless otherwise stipulated in the CGA. The project completion date will be determined in conjunction with ministry staff and should ensure that it allows sufficient time for all reporting activities to be completed (typically one to two years). If the funding will not be expended by the agreed to project completion date, a time extension request must be submitted (see main guidelines section 9.2). Any grant funds unexpended upon completion or termination of the project shall be returned to the Government of Alberta.

9. Reporting Conditions

The grant recipient must submit an SFE (see main guidelines section 13.2), and may be asked to provide additional reporting on the outcome of the grant.

Upon completion, a copy of the report or study funded under the Cooperative Processes stream must be submitted to the Municipal Capacity and Sustainability Branch of Municipal Affairs at MDRS@gov.ab.ca.

Schedule 4 – Municipal Internship

1. Objective

The Municipal Internship (MI) component provides support to municipalities and planning service agencies to recruit, train, and retain municipal employees who can progress into leadership positions in Alberta municipalities. The intent of this program is to provide recent post-secondary graduates with the opportunity to develop knowledge, skills, and experience so that they may pursue careers in municipal administration, finance, or land-use planning and help build the capacity of Alberta's municipal sector.

Host organizations provide hands-on work experience, coaching, mentoring, and learning opportunities to their interns. To support hosts, the ministry provides a workplan template (see section 2 below) customized to the organization's priorities and projects, and grant funding to help cover the costs of hosting an intern. Both interns and hosts are supported by the ministry's program team, which provides learning resources, professional development opportunities, coaching, and program guidance.

Interns bring knowledge, energy, and desire to learn to their host organizations. Through their experience in the program, interns gain a broad understanding of municipal government and administration and develop technical skills and competencies in one of three program streams:

- **Administrator:** for post-secondary graduates from any academic discipline. An Administrator intern is supervised by a senior member of the organization, participating in a wide variety of tasks and projects, and exploring potential career paths in their areas of interest. Interns in this stream will focus on building skills and knowledge in policy, management and operations.
- **Finance Officer:** for post-secondary graduates from an accounting discipline. A Finance Officer intern is supervised by a senior finance officer who supports them in their work in the finance department, and ensures the intern has an opportunity to supplement that learning with experiences in other departments. Interns in this stream may choose to pursue their Chartered Professional Accountant designation.
- **Land-Use Planner:** for post-secondary graduates from a land-use planning or related program. Host organizations must undertake the majority of land-use planning activities in-house. A Land-Use Planner intern is supervised by a senior planner (on staff) who supports the intern in their work in the planning department, and ensures the intern has an opportunity to supplement that learning with experiences in other departments. Interns in this stream may choose to pursue their Registered Professional Planner (RPP) certification.

2. Internship Workplan

The Municipal Internship Workplan is designed to ensure a broad variety of experience for interns so they may start building a well-rounded understanding of municipal operations and management during their term. The Workplan provides both a common structure and flexibility for customization so each host can create a plan that will best support its priorities and current activities, as well as support the host's intern in their area of interest and education.

The Workplan consists of six “core” learning areas in which **all** interns will gain work experience, skills, and knowledge, regardless of program stream:

- Municipal Government in Alberta (history, structure, and legislation);
- Governance (council);
- Management (administration);
- Financial Services;
- Human Resources; and
- Land-Use Planning.

Finance Officer and Land-Use Planner interns will explore their respective department areas in more depth during their term.

The Workplan provides further recommended activities and learning opportunities in other municipal functions to supplement the core areas. Host municipalities will determine which of these areas will be part of their intern's experience based on municipal priorities and projects, and their intern's skills, interests, education, and career goals.

These additional areas include (but are not limited to):

- Agricultural Services and Agricultural Services Boards;
- Assessment and Taxation;
- Communications;
- Community Services;
- Economic Development;
- Emergency and Protective Services;
- Infrastructure, Public Works and Transit;

- Intergovernmental Relations;
- Legislative Services; and
- Public Library Services.

3. Eligible Entities

The following entities are eligible under the MI component:

- municipalities (cities, towns, villages, municipal districts, and specialized municipalities);
- the Edmonton Metropolitan Region Board and Calgary Metropolitan Region Board (Land-Use Planner stream only); and
- intermunicipal planning service agencies (Land-Use Planner stream only).

Applicants must also meet specific population thresholds to be eligible (based on the 2019 Municipal Affairs Population List):

Program Stream	Population Range
Administrator	Between 700 and 75,000
Finance Officer	Between 2,500 and 125,000
Land-Use Planner	Between 5,000 and 125,000

Required Host Characteristics:

To be considered as a host for an intern, the organization must demonstrate:

- A strong council-administration or board-administration relationship exists and there is a strong commitment from both to have an intern;
- An organizational commitment to the Internship program's goals and requirements of the Workplan;
- A dedicated supervisor is appointed for the intern and an additional staff member is available as an alternate. The supervisor is to be the chief administrative officer or a senior manager (Administrator stream); a senior financial officer (Finance Officer stream); or a senior planner (Land-Use Planner stream);

- The organization undertakes the majority of their planning in-house and have a senior planner on staff (preferably with a RPP designation) (Land-Use Planner stream only);
- Land-Use Planner and Finance Officer interns are supported to pursue their professional designations (Registered Professional Planner and Chartered Professional Accountant, respectively) should they wish to achieve these credentials;
- A sufficient commitment of resources, both financial and staff, can be made; and
- An ability to provide learning opportunities and hands-on experiences in a wide range of municipal management and operational tasks, and an interest in providing coaching, mentoring, and sharing of knowledge with an intern.

4. Eligible Projects

The MI component has three streams. An eligible municipality or organization can apply under any or all of the streams of this program component in a program term; however, the applicant must complete separate applications as each stream is evaluated separately.

Host municipalities are expected to dedicate sufficient time, support and financial resources to the project, and demonstrate an organizational commitment to the vision and purpose of the Internship Program.

a) Administrator

The Administrator stream allows for the hosting of an intern for an 18-month term. An Administrator intern is supervised by a senior member of the organization who supports the intern with developing competency in policy development and project management, as well as transferring knowledge about governance, management and operations of municipalities. The supervisor is also expected to support the intern with the coordination of rotations through departments across the organization, assignment of tasks, projects and other work that develops the intern's skills, and provides opportunities for the intern to explore career paths within municipal government.

b) Finance Officer

The Finance Officer stream allows for the hosting of an intern for an 18-month term. A Finance Officer intern is supervised by a senior finance officer who supports the intern with developing competency in public sector accounting, budgeting, financial analysis, and financial reporting. The supervisor is also expected to support the intern with the coordination of rotations through departments across the organization, assignment of tasks, projects and other work that develops the intern's skills, and provides opportunities for the intern to explore career paths within municipal government. Host municipalities are expected to support their

intern in pursuing their Chartered Professional Accountant designation should the intern wish to do so.

c) Land-Use Planner

The Land-Use Planner stream allows for the hosting of an intern for an 18-month term. Host organizations must undertake the majority of land-use planning activities in-house. A Land-Use Planner intern is supervised by a senior planner (on-staff) who supports the intern in their work in developing competency in the development and maintenance of statutory and non-statutory plans, development processes and project management. The supervisor is also expected to support the intern with the coordination of rotations through departments across the organization, assignment of tasks, projects and other work that develops the intern's skills, and provides opportunities for the intern to explore career paths within municipal government. Host organizations are expected to support their intern in pursuing their Registered Professional Planner accreditation should the intern wish to do so.

For all streams, host organizations are expected to provide their intern with experience across the key functional areas of municipal operations and management. Municipalities that are not able to offer an intern experience in all of the functional areas are encouraged to partner with another municipality, a regional services commission, or an intermunicipal planning services agency to provide their intern with the relevant experience in that area. The lead, or "managing partner" must be a municipality that meets the eligibility requirements in section 2. This municipality submits the application, receives the grant funding, and is responsible for ensuring the intern Workplan is implemented and submitting grant reporting.

Generally, the partnering municipalities share the intern's time (e.g. two or three months on a rotating basis) or the term may be split into two nine-month blocks. The partners also split the costs associated with hosting an intern. The name of the partnering municipalities and details of how the partnership is to be implemented are required in the Grant Application Form. Program staff can provide recommendations on partnership hosting arrangements.

5. Application Process

An eligible municipality or organization can apply under any or all of the streams of this program component in a program year; however, a separate application is required for each stream.

Each project application submitted to Municipal Affairs will be reviewed to ensure it meets the requirements outlined in these guidelines. Once a project is assessed, a recommendation is forwarded to the Minister of Municipal Affairs. All decisions by the Minister are final. Applicants will be advised in writing of the status of their submission.

Applications are due by October 15, 2021 and are evaluated after the deadline. Host organizations are selected and funding is awarded based on information provided in the application form up to the maximum number of internship positions available in the program year.

6. Grant Amounts

Grant funding of \$60,000 per host municipality is provided, and allocated as follows:

<p>Compensation</p> <p>\$53,000</p>	<p>Host municipalities are expected to pay their intern in the range of \$45,000 to \$55,000 in salary per year (\$67,500 to \$82,500 for 18 months).</p> <p>The grant will provide \$53,000 to each host municipality to cover some of the intern's salary, benefits and other payroll deductions.</p> <p>As interns may not qualify for some benefit plans due to their temporary or contract status, the host municipality may consider offering a health spending or wellness account to their intern.</p>
<p>Expenses</p> <p>\$7,000</p>	<p>Includes: recruitment, relocation, professional development, safety equipment, association membership fees, and electronic equipment. Costs for supervisors to attend in-person Internship workshops can also be allocated to this category.</p>

7. Payment of Funds

Funding will be paid following legislative approval of the provincial budget and is subject to a Conditional Grant Agreement (CGA) being duly executed.

8. Time Period to Use Grant Funds

Successful applicants can apply grant funds to eligible project expenditures as per project timelines stipulated in the CGA. Interns may start their employment between April 19, 2022 and May 30, 2022. Internships are to be completed 18-months from the intern's start date.

9. Reporting Conditions

The grant recipient must submit an SFE (see main guidelines section 13.2). Additionally, supporting documentation is required and includes a Workplan, an Intern Interim Report, a Supervisor Interim Report, an Intern Final Report, and a Supervisor Final Report, as per the CGA.

Schedule 5 - Strategic Initiatives

1. Objective

The Strategic Initiatives (SI) component provides grants for initiatives in which the project outcomes are of ministry or provincial strategic significance and do not align with the other program components.

2. Eligible Entities

The following entities are eligible for grants under the SI component:

- the Edmonton Metropolitan Region Board and the Calgary Metropolitan Region Board;
- municipalities (cities, towns, villages, summer villages, municipal districts, specialized municipalities, improvement districts, and Special Areas);
- Metis Settlements;
- Townsite of Redwood Meadows Administration Society; and
- municipal professional administrative organizations.

3. Eligible Projects

Eligible projects include:

- support for the operations of metropolitan growth management boards;
- support for training and development for municipal professional administrative organization members and staff; and
- projects of provincial strategic significance that are deemed a ministry priority.

4. Application Process

Contact a Grant Advisor to discuss any proposed SI projects. Application forms for the SI component will be provided after discussion with Ministry staff. Grant Advisors can be reached at 780-422-7125 (toll-free in Alberta by first dialing 310-0000).

5. Grant Amounts

The maximum amount of funding available under the SI component is a ministry determination.

6. Component Conditions

All projects funded through the SI component will need to demonstrate the strategic significance of their project and how it aligns with ministry or provincial priorities.

The Minister may modify any program criteria such as eligibility and application requirements to respond to Government of Alberta and Municipal Affairs priorities.

7. Payment of Funds

Funding will be paid following legislative approval of the provincial budget and is subject to a Conditional Grant Agreement (CGA) being duly executed.

8. Time Period to Use Grant Funds

Successful applicants can apply grant funds towards approved projects effective April 1 of the program year unless otherwise stipulated in the CGA. Applicants determine the appropriate project completion date to be specified in the CGA and should ensure that the project completion date allows sufficient time for all reporting activities to be completed. If the funds will not be expended by the agreed to project completion date, a time extension request should be submitted (see main guidelines section 9.2). Any grant funds unexpended upon completion or termination of the project shall be returned to the Government of Alberta.

9. Reporting Conditions

The grant recipient must submit an SFE (see main guidelines section 13.2), and may be asked to provide additional reporting on the outcome of the grant.

Alberta Community Partnership - [Intermunicipal Collaboration] - Application

INSTRUCTIONS

1. Please complete all sections of the application form below prior to submission. Fields that require mandatory information will be flagged with a red asterisk or red box.....
2. Press the Save button to save the application at any time. A previously saved draft of an application form can be retrieved through the Applications tab under the left-hand menu.
3. In order to change an answer for questions that ask you to select a single checkbox response from a list, deselect (uncheck) the old response first before selecting a new one.
4. The stated project completion date should allow for sufficient time to fully expend any awarded grant funding and submit required reporting.
5. Refer to the ACP Program Guidelines for further information on project eligibility requirements.
6. If you have additional questions about your project application, please contact a grant advisor at 780-422-7125 (dial 700 first for toll-free calling) or email acp.grants@gov.ab.ca.

The form was saved on 2021-11-15 10:33:32 by Jordan Ruegg

Delete	Save	Submit	Close
--------	------	--------	-------

APPLICANT INFORMATION

Legal Name of Entity

Smoky Lake County

Mailing Address

Address:

PO Box 310

City:

Smoky Lake

Province:

AB

Postal Code:

T0A 3C0

Contact

First Name:

Jordan

Last Name:

Ruegg

Email Address:

jruegg@smokylakecounty.ab.ca

Phone Number:

780-656-3730

Preferred Contact Name (if different from above):

Preferred Contact Title:

Preferred Contact Phone Number:

Preferred Contact Email Address:

PROJECT TITLE

Choose a concise title that describes the intent of the project (*maximum 100 characters*):

PROJECT TIMELINE

Project Start Date (DD-MMM-YY):

Project Completion Date (DD-MMM-YY):

For Intermunicipal Collaboration applications, choose a specific, reasonable project completion date. If a date isn't specified, a default 2-year project completion date will be used to allow sufficient time for the partnership to complete the project.

PARTNERS

All members in the partnership, including the managing partner, must pass resolutions or motions supporting their involvement in the project. See Schedule 1A of the ACP program guidelines: Component Conditions.

Use the table below to list all project partners participating in the project.

Project Partner(s)
SMOKY LAKE
WASKATENAU
VILNA
Insert Partner

I certify, as the managing partner, that all participating members have passed resolutions or motions supporting participation in the project.

PROJECT OVERVIEW

Schedule 1B of the guidelines provides information on application evaluation criteria. Prior to application submission, managing partners are encouraged to discuss their proposed project with a Grant Advisor, who can be reached toll free at 780-422-7125 (toll-free 310-0000).

Note: The evaluation of your grant application will be based on the information submitted on this form only. Supplementary documentation will not be reviewed and will not impact the application evaluation and ranking.

1. This project produces (check all that apply):

- A regional service agreement, plan, framework or model
- A study (e.g., shared service feasibility study, etc.)
- An amended Intermunicipal Collaboration Framework and/or a new or amended Intermunicipal Development Plan

Other (please specify) (maximum 100 characters): Regional servicing standards and development guidelines for new subdivisions and infrastructure (i.e. roads, sewers, stormwater).

2. a. Provide a description of the project.

- What is the purpose of the project?
- What activities will the partnership undertake to complete the project?
- What are the project's outputs and expected concrete results?

The purpose of the project is to prepare a document containing servicing standards and development guidelines for new subdivisions and infrastructure (i.e. road standards, sewers, stormwater systems, utilities, etc.) to be applied consistently on a regional basis in order to provide consistency and clarity to land developers working with the region, and to ensure that areas lying on the borders between municipalities have consistent infrastructure standards, making maintenance more efficient.

The partnership will conduct public engagement with land developers and industry leaders within the region to obtain their input on the current state of the infrastructure within the region and to discuss how said infrastructure can be improved. The partnership will hire an engineering consultant to take this feedback and to prepare standards and guidelines that will reflect this input and that will also reflect the conditions within the region (i.e. climate, weather, soil conditions, industry use, etc.).

The expected output is a document which outlines engineering and design standards and guidelines that will be used on a regional basis. Currently, Smoky Lake County is the only municipality of the 4 partnering municipalities that have these types of standards, and these were developed in the 1960's and are outdated. Having a set of standards will assist each partnering municipality with budgeting and ensure that infrastructure is being designed and constructed in the most efficient manner possible, and that it will be built to last.

(max 4000 characters)

b. Describe how benefits will be shared among the participating municipalities.

- How does the project address municipal and regional needs?
- Does the project benefit stakeholders beyond the partnership?

The proposed project will help municipal administrations by creating a standard set of engineering standards and design guidelines. These standards and guidelines will help assist administrations with budgeting and asset management and provide a uniform set of standards across the region. This standardized approach will allow for the potential sharing of equipment and manpower for projects of a regional scale through the region's Intermunicipal Collaboration Framework, and will help deliver consistent levels of infrastructure throughout the region.

The project will also help benefit private-sector stakeholders in various industries (aggregate haulers; oil and gas; forestry, agriculture) as all of these industry groups benefit from better managed and maintained infrastructure. Land developers and their contractors in the construction industry will also benefit by having uniform standards throughout the region as many of the contractors that are used in construction and development within the region are locally-based. Members of the general public will also benefit from more uniform standards and better-maintained infrastructure. The project also aligns with the County-Town-Metis Nation of Alberta tourism partnership that projects to attract tens of thousands of additional visitors to the region annually, placing additional pressure on the region's infrastructure.

(max 4000 characters)

PROJECT PRIORITY

3. Why are the project and the grant needed?

a. Describe how and why this project is a priority for the region.

The project is a priority for the region due to three of the municipal partners not having any engineering standards/design guidelines and the fourth municipality having outdated (circa 1960's) standards that do not reflect recent changes in design and construction techniques. Application of dated methodology, and in the case of the three municipalities without standards, ad-hoc methods, has led to a piecemeal approach to infrastructure and servicing. This process has led to additional costs being incurred by the municipalities as they are not able to maintain and construct infrastructure in a consistent, systematic manner, often requiring additional up-front design costs and/or deployment of additional equipment or manpower on specific projects. In an era where municipal budgets are exceedingly tight and given the aging infrastructure in various parts of the region, this project is one of the top priorities as the local agricultural land base as well as the various industries operating within the region rely on well-maintained infrastructure. Moreover, the region is looking for ways to grow its population and business base which will place additional pressure on the existing infrastructure and will also require infrastructure to service new residential and commercial developments. Furthermore, the region has embarked on an economic development strategy that is focused on expanding its tourism industry, and the influx of visitors that is expected will place additional demand on the region's infrastructure.

(max 4000 characters)

- b. What is preventing the partnership from undertaking the project in-house or from obtaining the resources or expertise needed for the project? How will the grant be used to resolve these barriers?

None of the 4 partnering municipalities have the necessary engineering nor technical expertise in-house to prepare the type of standards and guidelines that are contemplated through this application. Typically, the partnering municipalities would hire a consultant to conduct this type of work on their behalf, at great cost to the municipalities. In recent years, municipal budgets have been under increasing pressure as economic activity has been on the decline, and coupled with the rising costs of inflation, projects of this type are increasingly challenging to fund through municipal tax revenues. It would not be feasible to hire a full-time or part-time employee to produce the desired standards and guidelines as we would not require additional assistance beyond the scope of the proposed project. The ACP grant funding would be utilized to contract an engineering/technical consultant to prepare the proposed engineering standards/design guidelines and to help assist with the stakeholder consultation process that is proposed as part of the project.

(max 4000 characters)

PARTNERSHIP AND PROJECT READINESS

4. a. Provide a brief description of each partner's roles and responsibilities with respect to the project.

- How will each participating member be involved in project planning, administration, and decision making?
- What arrangements and processes are in place or will be established to ensure the interests of each member will be met in project outcomes?

Administration for each municipal partner will participate in the drafting of an RFP for an engineering/technical consultant as well as deciding on whom to award the RFP. Administration from each of the respective municipal partners will partake in project planning, led by the engineering/technical consultant, to determine each municipality's specific needs with respect to its infrastructure servicing requirements in order to determine a unified approach to developing a single, consistent set of guidelines. The administration of each municipal partner will also be involved in the stakeholder/public engagement component of the project and will be responsible for notifying the industry contacts and contractors working within their municipality of the engagement process. Once the engagement process has been completed and a consensus has been reached among the municipal partners, administration for each municipal partner will be responsible for presenting the draft guidelines/standards to their respective Councils for approval. As the managing partner, Smoky Lake County will be responsible for managing the budget and overall administration and coordination of the project.

(max 4000 characters)

- b. How will conflict be resolved to ensure a successful outcome which meets the interests of all project

participants?

- Provide details of any dispute resolution mechanisms in place or that will be established between the partners.

The municipal partners will make every attempt to use a consensus-based approach to decision-making with respect to the proposed project, including the drafting/awarding of an RFP to an engineering/technical consultant and the stakeholder/public engagement process. All participating municipal partners are party to the Smoky Lake Region Intermunicipal Collaboration Framework which contains a process on how disputes between the parties are to be resolved. Specifically, the ICF commits the partners to resolve any disputes in a non-adversarial and cost-efficient manner. The participating municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations. Should internal efforts to resolve any dispute prove to be unsuccessful, the ICF provides that mediation between the parties be undertaken to attempt to arrive at a resolution. In the event that mediation is unsuccessful, the ICF further provides that a dispute may be referred to an arbitrator for decision. Given that the municipal partners are working collaboratively on a number of projects, and further given that this project aligns closely with the shared vision of the municipal partners for the future of the region, it is anticipated that the partners will be able to work collaboratively towards resolving any dispute that may arise during the project.

(max 4000 characters)

c. Provide a concise overview of the project workplan, timeline, and project risk mitigation strategies that are in place.

The first phase of the project will include the drafting of a Request for Proposals (RFP) that will outline the objectives and deliverables for the project, namely, a document which provides a set of engineering standards and design guidelines for new subdivisions. These standards/guidelines will include, but not necessarily be limited to: road works; drainage works; utilities; as-builts specs; road crossings; railway crossings; stormwater infrastructure; internet/telecommunications, landscaping/grading/seeding; drainage; and suitability of materials. This phase is expected to take between 4-8 weeks as the RFP must be drafted, reviewed by administration and then approved by each municipal partner's respective Council.

The second phase of the project will be to advertise said RFP and review the proposals received an award the contract to the chosen bidder. The RFP will be assessed on the criteria listed in the RFP, including the bidder's previous experience with similar projects; the bidder's technical expertise; the bidder's experience conducting stakeholder/public engagement; total project cost; and timeliness of project completion. Each respective Council will be required to approve the awarding of the RFP to the successful bidder prior to the third phase of the project commencing. This phase of the project is expected to take between 4-8 weeks.

The third phase of the project will include the consultant reviewing existing guidelines/standards/policies in place to determine gaps, followed by discussions with the administration to determine which industry/stakeholder groups should be consulted and establishing a timeline for these engagements. This phase will also include the engagement with the identified stakeholders. This phase of the project is expected to take between 4-8 weeks.

The fourth phase of the project will include the consultant taking what they heard from conversations with the municipal partners and the stakeholder engagement and preparing a draft document containing the requested engineering standards and design guidelines for review by the administration of the municipal partners. Should any revisions or adjustments be required, the consultant will make them before each municipal partner forwards the standards/guidelines to their respective Council for adoption. Should any or all of the Councils reject the standards/guidelines as first presented, revisions will be made and the revised document will be forwarded to the Councils again for adoption. This phase of the project is expected to take between 6-10 weeks.

In terms of mitigating risk, the municipal partners will endeavor to maintain constant communication with one another, with the public and stakeholders, and with the municipal Councils in order to identify any potential disruptions or disputes before they arise. The Region's ICF also provides a mechanism to reduce risk through its dispute resolution procedure that was described above in further detail.

(max 4000 characters)

INTERMUNICIPAL COLLABORATION - BUDGET

5. a. What are the expenditure estimates provided under the Project Budget section based on?

- Include details on the anticipated project resources, service providers, or contractors.

The estimated expenditures are based on previous experience working with engineering/technical consultants and based on the project's activities and final product. These estimates include consultant time that will be spent on data gathering, data review & identification of gaps in the data gathered. These estimates also include a climate change assessment and risk assessment that will inform the development of the draft standards and guidelines. These estimates also include consultant time that will be spent on conducting stakeholder engagement with various industry groups and the general public, and on the time spent compiling the feedback received during this engagement process into a draft plan that will provide the basis for the new engineering standards and design guidelines. The estimated expenditures also include the preparation of the finalized documents containing the new standards and guidelines. Finally, expenses are also expected to include consultant travel time and project management/administration.

(max 4000 characters)

b. Provide a comprehensive, **itemized breakdown** of all your estimated project costs and expenditures in the

table below. Insufficient or incomplete project cost information will impact the evaluation of your grant application.

- Use the [+] button to add line items to specifically identify the types of consultant activities and vendor costs (advertising, printing, venue rental).
- Only list the project cost information associated with the scope of work under this grant request.
- Capital expenditures are not eligible under the IC component.

Refer to the ACP program guidelines, Schedule 1A and 1B for full information on eligible and ineligible costs under the IC component.

Item Description	Estimated Item Cost
Data Gathering/Review - Engineer (20hrs @ \$245/hr)	\$4,900
Data Gathering/Review - Technician (50hrs @ \$215/hr)	\$10,750
Data Gathering/Review - Clerical (20hrs @ \$135/hr)	\$2,700
Stakeholder/Public Engagement - Engineer (60 hrs @ \$245/hr)	\$14,700
Stakeholder/Public Engagement - Technician (80 hrs @ \$215/hr)	\$17,200
Stakeholder/Public Engagement - Clerical (40 hrs @ \$135/hr)	\$5,400
Climate Change Assessment/Risk Assessment - Engineer (30hrs ...)	\$7,350
Climate Change Assessment/Risk Assessment - Technician (60hrs ...)	\$12,900
Climate Change Assessment/Risk Assessment - Clerical (20hrs @ ...)	\$2,700
Preparation of Draft Standards & Guidelines - Engineer (100hrs @ ...)	\$24,500
Preparation of Draft Standards & Guidelines - Technician (200hrs ...)	\$43,000
Preparation of Draft Standards & Guidelines - Clerical (60hrs @ \$...)	\$8,100
Finalizing of Report - Engineer (40hrs @ \$245/hr)	\$9,800
Finalizing of Report - Technician (70hrs @ \$215/hr)	\$15,050
Finalizing of Report - Clerical (40hrs @ \$135/hr)	\$5,400
Meetings with Municipal Administrations/Councils - Engineer (50...)	\$12,250
Meetings with Municipal Administrations/Councils - Technician (6...)	\$12,900
Meetings with Municipal Administrations/Councils - Clerical (20h...)	\$2,700
Disbursements (8% of total costs)	\$16,984

Total Project Costs (a)	\$229,284
Total ineligible project costs (refer to Schedule 1A of the ACP Guidelines) (b)	\$0
ACP eligible costs (a-b) (c)	\$229,284
Total funds from other grant programs applied towards eligible costs (d) (Identify grant program name(s) below):	\$0
Other cash contributions towards eligible costs (e)	\$29,284
*Total ACP grant request [c - (d + e)] (f)	\$200,000

**The grant maximum under the Intermunicipal Collaboration component is \$200,000.*

ADDITIONAL SUPPORTING PROJECT INFORMATION

6. Provide any other additional project details not included in the responses that will further inform ministry staff in understanding the benefits of your project.

(max 4000 characters)

APPLICATION CERTIFICATION

Certification Type:

Chief Administrative Officer Representative

I, **Jordan Ruegg**, as a representative of the **Smoky Lake County**, have been authorized to submit this application to the Alberta Community Partnership program on behalf of the CAO and certify that all information contained within this application is true and correct and that all program funds will be used in accordance with the program guidelines and that the grant will be applied in the year(s) and manner described within this application should it be accepted by the Minister of Alberta Municipal Affairs.

By clicking "Submit" I certify the statement selected above to be true.

Jordan Ruegg

08-Dec-21

The form was saved on 2021-11-15 10:33:32 by Jordan Ruegg

Delete

Save

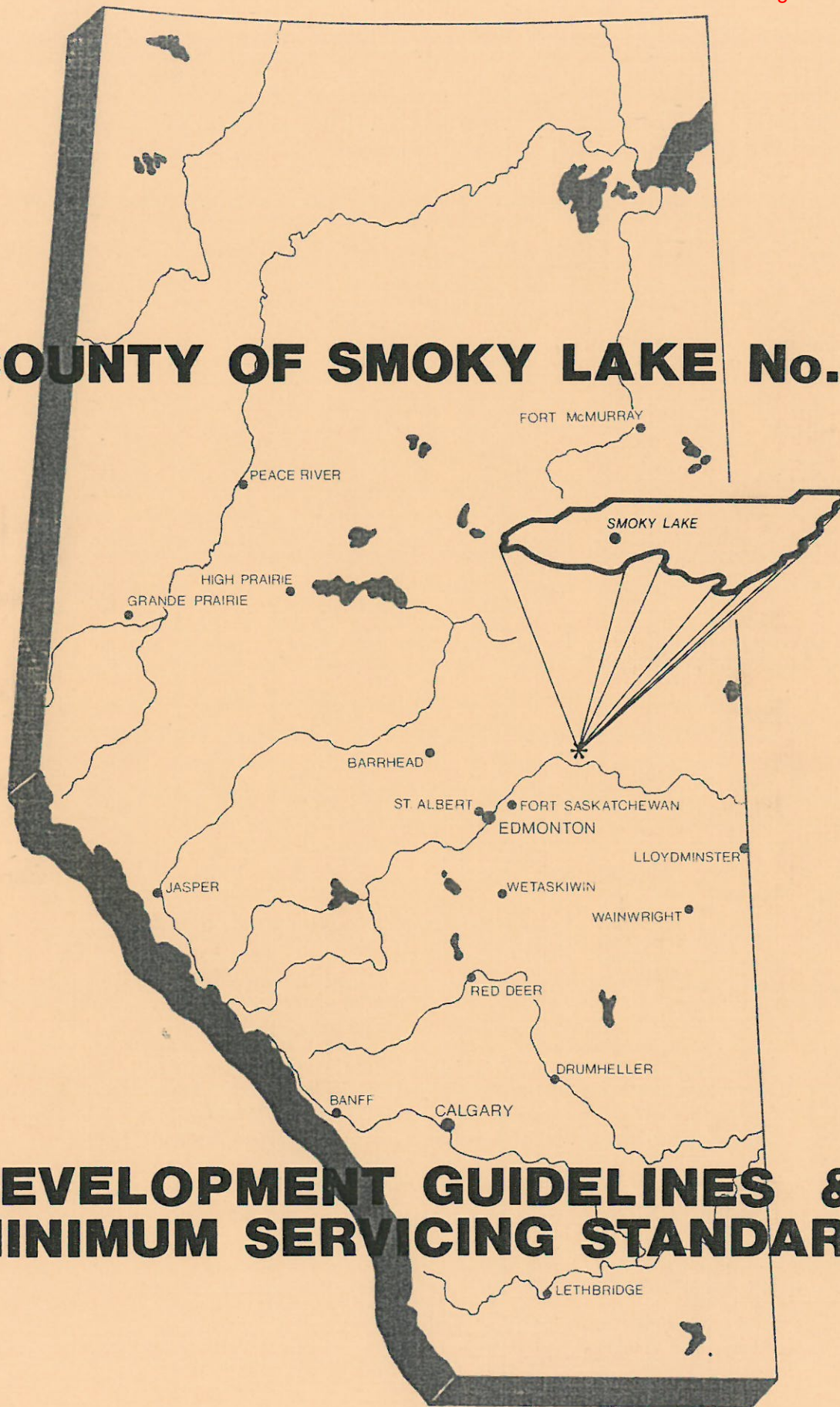
Submit

Close

LEGAL DISCLOSURE

The personal information provided on this form or on any attachments is required to administer the Alberta Community Partnership (ACP) program. This personal information is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be managed in accordance with the privacy provisions under the FOIP Act. If your ACP application is approved, your name, the grant program and the grant amount may be published by the Government of Alberta as authorized under section 40(1)(b) and (f) of the FOIP Act. Should you have any questions about the collection, use or disclosure of this information, please contact the Grant Program Delivery Unit at 780-422-7125, or by email at acp.grants@gov.ab.ca, or write the Director of Grant Program Delivery, Alberta Municipal Affairs, 15th Floor, Commerce Place, 10155 – 102 Street, Edmonton, Alberta T5J 4L4.

COUNTY OF SMOKY LAKE No. 13



DEVELOPMENT GUIDELINES & MINIMUM SERVICING STANDARDS



DEVELOPMENT GUIDELINES
AND
MINIMUM SERVICING STANDARDS
FOR
COUNTRY RESIDENTIAL SUBDIVISIONS

TABLE OF CONTENTS

<u>PART I ADMINISTRATION</u>	<u>PAGE NO.</u>
1. General	1
2. Definitions and Interpretation	1
3. Developers Responsibility	2
4. Acquisition of Lands for Municipal Services	4
5. Subdivision Application	5
6. Development Agreement	5
7. Maintenance and Warranty Period	6
8. Final Inspection and Acceptance	6
9. Payments to the Municipality prior to the Registration of Subdivision Plan.	6
<u>PART II GUIDELINES FOR GENERAL COMPLIANCE</u>	
1. General	7
2. Submission of Plan	7
3. Other Approvals	7
4. Final Inspection	7
5. As-built Information	8
6. Road Closures	8
7. Road Crossings	8
8. Utility Crossings	8
9. Railway Crossings	8
10. Approval of Materials	8
11. Right Of Way	8
12. Suitability of Lots for Development	9
13. Landscaping and Seeding	10
14. Traffic Signs	11
15. Maintenance and Warranty	11
16. Plan Standards	11
17. Permanent Bench Marks	13
<u>PART III RECOMMENDED STANDARDS</u>	
1. Road Works	14
2. Drainage Works	17
3. Utilities	19
<u>PART IV GENERAL SPECIFICATIONS</u>	
1. Grading	20
2. Drainage	31
3. Graveling	31
4. Signs	31
5. Landscaping	31
6. Light Hard Surfacing	32

LIST OF PLATES

1. Road Classification
2. Minimum Design Criteria
3. Minimum Length of Vertical Curve
4. Superelevation $e_{max} = 0.08$
5. Superelevation $e_{max} = 0.06$
6. Sight Distance Criteria
7. Roads and their Approaches
8. Private Approaches
9. Access & Development Control - Municipal Grid Road Intersection
10. Access & Development Control - Secondary Road & Rural Road Intersection
11. Access & Development Control - Secondary Road & Secondary Road Intersection
12. Access & Development Control - Degree of Curvature Greater than 2 Degrees
13. Cross-Section Elements
14. Standard Cross-Section - Sidehill & Embankment
15. Standard Cross-Section - Tangent & Curve
16. Earth Cut & Fill Methods
17. Rock Ditch Checks
18. Hand Placed Rip-Rap
19. Ditch Block
20. Traffic Sign Layout
21. Height and Lateral Location of Signs
22. Subdivision Signs
23. Lot Post Details
24. Bench Mark Installation
25. Specimen of Drainage Easement Agreement



PART IADMINISTRATION1. General

These servicing standards and guidelines are the minimum development requirements ascertained by the municipality pursuant to Section 89 of the Planning Act.

It is the Developer's responsibility to satisfy, in addition to these requirements, all regulations and conditions required by the Planning Act, Provincial Government Authorities and the Planning Authorities.

2. Definitions and Interpretations

- i) Municipality - shall mean County of Smoky Lake No. 13.
- ii) Council - shall mean persons duly elected to Council of the Municipality.
- iii) Development Officer - shall mean person or persons appointed and acting on behalf of Municipality to regulate the orderly development of subdivisions and properties.
- iv) Engineer - shall mean Municipal Engineer or an Engineer designated by the Municipality.
- v) Developer - shall mean such person or persons developing a subdivision or subdividing land, or an owner or owners of land, or their employee, agent or representative.
- vi) Rural Development - shall mean development of low density, low level of service, located in a rural setting.
- vii) Development Agreement - shall mean documents outlining the general requirements and conditions of which the Developer enters into agreement with the Municipality prior to construction and installation of municipal services in the development.
- viii) Development Permit - shall mean such authorization as issued by the Municipality to the Developer to proceed with construction and installation of municipal services in the development.

- ix) Building Permit - shall mean such authorization as issued by the Municipality to proceed with building construction on a particular lot.
- x) Municipal Planning Committee or Designate - shall mean a committee formed by the Municipality to review all subdivision or development applications and make recommendations to Council.

3. Developers Responsibility

i) Roads & Drainage

- (1) The "Developer" shall be responsible for the construction of Road Grades, Entrances, Light Hard Surfacing, Signs, Landscaping, Buffers, and Drainage Works, which are required for the development of the Subdivision including Connecting Roads and Service Roads.
- (2) The Road Grades, Entrances, Light Hard Surfaces, Signs, Landscaping, Buffers & Drainage Works, Connecting Roads and Service Roads shall be constructed to the specification enclosed and/or to such standards as may be directed by the Engineer.
- (3) The supply of all materials required for such work shall be according to specifications or standards set out by the Engineer.
- (4) All costs incurred in the development of the Subdivision shall be at the sole expense of the Developer.

ii) Utilities

- (1) The Developer shall be responsible for the bringing of Power, Natural Gas and Telephone Service into the Subdivision development.
- (2) Any other Utilities that may be required by the Council will be provided at the sole expense of the Developer.
- (3) The Developer of a proposed subdivision is solely responsible for all arrangements with utility companies or oil companies as to the locating and moving of all utilities such as power poles, pipelines, telephone poles, and buried telephone cables, etc., and all expense involved in the process or damage done to utilities during road or drainage construction.

iii) Rights of Way

- (1) All Subdivision Roads shall have a minimum width of 30m.
- (2) If additional Rights of Way are required then, the Municipality shall purchase or acquire from the Developer of a proposed subdivision additional right-of-way widening for Municipality road allowances in the following circumstances:
 - (a) Any widening that the Council deems necessary for the construction or reconstruction of a local road that is paralleling a proposed subdivision.
 - (b) On road allowances which are designated Secondary Roads the additional rights of way will be as outlined in Plate 2.
- (3) At the request of Council the Developer shall provide and dedicate the necessary lands required for a service road in addition to the lands the Municipality may purchase for road widening.
- (4) The Developer shall provide any Right of Way required for easements or utility lots in connection with drainage ditches or other utilities. (See easement specimen.)
- (5) When construction extends beyond the normal right of way boundary extra right of way shall be provided unless special written arrangement has been made with adjoining owner by the Developer.
- (6) The Developer is to provide a buffer strip along the government road allowance, or arterial roads within the subdivision, to control direct access onto a public thoroughfare from lots created by the subdivision of land, to eliminate to some degree traffic noise level and to attain seclusion and privacy within a subdivision.

These Buffers shall be landscaped if required and dedicated at no expense to the Municipality.

Direct access onto a public thoroughfare from an isolated lot within a subdivision will be considered by the Council if application for such is made by the Developer.

- (7) If a subdivision is located adjacent to a road allowance which is designated as part of the secondary road system, the Council may require that the lots and the internal road access points of the subdivision be served by means of a service road parallel to the secondary road in question.

It shall be the Developer's responsibility to construct all entrances and service roads to these specifications or such standards that may be directed by the Engineer.

iv) Engineering, Inspections and Consulting Expenses

- (1) All design, engineering, inspection and consulting will be done by the Engineer.
- (2) The Developer may be required to supply the Engineer with a detailed contour plan of the subdivision development.
- (3) The Engineer shall supply the Developer with design plans, profiles, specifications and necessary construction stakes, but this does not include the supervision of the contract.
- (4) All costs incurred by the Municipality for Engineering, Consulting and/or Inspection services in carrying out all conditions and regulations contained herein shall be the responsibility of the Developer.

4. Acquisition of Lands for Municipal Services

The Developer is responsible, at his own cost and expense, for acquiring lands where required which are outside the boundaries of his development.

All easements which are attributable to the proposed development shall be registered in the name of the Municipality and the costs incurred in negotiating, preparing and executing the respective easements shall be borne by the Developer.

Land Acquisition:

- i) The Municipality shall carry out all negotiations with respective land owners for the purchase of lands or easement agreements or any other agreements pertaining to utility right-of-way.

- ii) Prior to commencing any negotiations, the Municipality will require that the Developer enters into a Development Agreement with the Municipality for the proposed Development. Upon execution of the Agreement, the Developer should thereby agree to be responsible for all land costs, the acquisition costs, the costs of relocating or repairing fences and any other costs which are required in the initial negotiation.
- iii) The Municipality shall assign their Landman, or engage a Landman to carry out negotiations with property owners. These negotiations shall be pursued and continued until a final agreement is reached. The Landman shall keep the Municipality and the Developer informed of his progress on the matter.
- iv) The Developer, subject to the terms and conditions of the Development Agreement shall be bound to all the terms and conditions negotiated on behalf of his Development by the Municipality.
- v) Should the Municipality be unsuccessfully in acquiring the lands or reaching an agreement with the property owners, the Developer shall be required to come up with an alternative solution for his Development.

In any event, should negotiations for land acquisition by the Municipality on behalf of the Developer fail, the Developer is still responsible for the costs of these negotiations and for which costs he shall promptly reimburse the Municipality.

5. Subdivision Application

The Municipality may, if necessary, form a Municipal Planning Committee to review all subdivision or development applications. This committee would be formed solely for the purpose to advise and to keep the municipal council well informed on developments of any particular application.

6. Development Agreement

- i) The Developer shall enter into a Development Agreement with the Municipality prior to the construction and installation of local improvements and utilities in the subdivision.
- ii) There shall be no Building Permit issued for any construction on a particular lot within the Development until all local improvements and utilities are in place and accepted by the Municipality.

7. Maintenance and Warranty Period

- i) The Developer shall for a period of two years after the acceptance of a Completion Certificate for a Development by the Municipality be responsible for any and all repairs and replacements to any local improvements and utilities which in the opinion of the Municipality become necessary for any cause whatsoever.
- ii) The Developer shall provide for the duration of the Maintenance and Warranty Period an Irrevocable Letter of Credit as required by the Municipality.

8. Final Inspections and Acceptance

- i) Upon completion of all servicing requirements, the Developer shall give notice to the Municipality and arrange for an Inspection.
- ii) Upon completion of the inspection, a deficiency list shall be prepared by the municipal Engineer and forwarded through the Development Officer to the Developer.
- iii) All deficiencies shall be rectified to the satisfaction of the Municipality prior to the acceptance of municipal services.

9. Payments to the Municipality prior to the Registration of Subdivision Plan (SUBJECT TO CHANGE WITHOUT NOTICE)

<u>Payment to Cover</u>	<u>Amount</u>
i) Offsite expenses including Municipal and/or Environmental Reserve lots, but excluding buffer strips.	\$ _____ per parcel
ii) Light-hard surfacing	\$ _____ per lin.m.
iii) Other payments as may be required in the Development Agreement.	\$ _____

NOTE: The above levies only pertain to Country Residential Subdivisions.

PART II

GUIDELINES FOR GENERAL COMPLIANCE

1. General

The materials outlined herein are intended to ascertain minimum servicing standards and guidelines for the development of subdivision.

These guidelines shall not limit the Municipality from setting a higher servicing standard where, in the opinion of the Council, circumstances warrant deviation from these minimum requirements.

The Developer shall also satisfy all regulations and conditions required by the Planning Act, Provincial Government Authorities and the Planning Authorities.

2. Submission of Plan

The Developer shall submit a report outlining the nature of the development, on-site and off-site conditions, surficial geology, topography, drainage courses, ground water levels and any other matters affecting the planning and design of the subdivision. Other information, such as conditions of approval by the various government agencies shall be made available to the Engineer.

Plans and specifications for review as to General Compliance shall be submitted to the Municipality in triplicate.

A construction schedule shall be submitted to the Engineer prior to construction.

Certified copies of all test reports shall be submitted for review and kept current.

3. Other Approvals

The Developer shall obtain all necessary approvals on behalf of the Municipality from various regulatory authorities.

It is the Developer's responsibility to obtain permissions from the utility companies prior to any construction over high pressure pipelines.

4. Final Inspection

Upon completion of the project, the Developer shall notify the Engineer of the completion and request inspection. As-built information shall be submitted for review at this

time. Upon determination that the materials meet requirements, inspection will be carried out. The Developer shall ensure that necessary assistance and equipment are available to facilitate this inspection.

5. As-built Information

The Developer shall submit a set of sepia prints of as-built drawings to the Engineer for review. Information shall include the as-built grades of all improvements, the materials being used, and a complete set of test reports.

6. Road Closures

The Developer shall obtain permissions from the Municipality and all other local authorities forty-eight (48) hours prior to the closing of any existing streets and roads within the Municipality.

7. Road Crossings

Existing roads affected by the proposed development shall be restored to their original standard or to the standard of the proposed development.

8. Utility Crossings

All utility crossings shall be approved by the utility companies prior to the commencement of construction.

9. Railway Crossings

The Developer shall submit an application and a crossing plan to the railway authority should any construction affect the existing crossing.

10. Approval of Materials

All materials used in the construction of the subdivision shall be suitable for their intended use. Any material deviated from the original specifications shall be approved by the Engineer.

11. Right-Of-Way

The Developer shall provide adequate right-of-way for the construction of roads, utilities and drainages. Where construction extends beyond the normal right-of-way extra width shall be provided unless an agreement has been made with adjoining landowner by the Developer.

The Council may require the Developer to dedicate additional lands for road widening of existing Municipal roads.

The Developer may be required by the Municipality to provide a buffer strip parallel to any government road allowance or arterial road to control direct access onto the main thoroughfare from the lots. The minimum width of the buffer shall be six (6) meters.

The Developer may be required by the Municipality to provide and dedicate sufficient lands for the construction of service road, should a subdivision be located adjacent to a Secondary Road or Highway.

Proposed utility right-of-way widths shall be approved by the utility companies and the Engineer.

12. Suitability of Lots For Development

The Municipality will require that each "COUNTRY RESIDENTIAL" Lot shall have adequate developable area for a building site.

The Developer shall therefore, prior to the registration of Subdivision Plan, identify on a separate plan a suitable Building Site and Sewage Disposal Ground on each proposed lot.

The Building site shall always be located on lands classified as DEVELOPABLE.

Developable lands shall be identified as those areas which lie a minimum of two (2) meters above the ground water table.

The lands which have a water table less than two (2) meters below the ground surface will not be considered as Developable, unless the Developer can satisfactorily fill the area and achieve the water table clearance necessary to change the classification to Developable. This type of approach to reclassify land will require prior approval of the Municipality.

The ground water table, if less than two (2) meters below the ground surface, shall be located by hydrogeological survey.

Each lot shall have tests performed for water table levels and percolations.

When the tests are completed the Developer shall show on a separate plan the following:-

- i) the area of land within a proposed lot which is classified as developable,

- ii) in percentages the relationship of Developable land to the rest of the lot area,
- iii) the relationship in elevation difference between the proposed Building Site and Sewage Disposal Site,
- iv) the permeability or percolation of the soils at the proposed Sewage Disposal site.

Each subdivided lot shall be assessed on its own merits, but under all circumstances any particular lot shall meet the following requirements which are considered to be the absolute minimums.

Size of Lot		Minimum Required Developable Area		Minimum Requirement
Acres	Hectares	Acres	Hectares	(in Percentage)
0.50	0.20	0.50	0.20	100%
1.00	0.40	0.75	0.30	75%
2.00	0.81	1.00	0.40	50%
3.00	1.21	1.50	0.60	50%
5.00	2.02	2.00	0.81	40%
10.00	4.05	4.00	1.62	40%
20.00	8.09	6.00	2.43	30%

The land designated as Developable shall be centrally located on a lot, preferably near the front for easy access. Long thin slivers of land which cannot be effectively built on will not be classified as Developable. Ideally speaking, the Developable Lands are to be in one piece and centrally located on a lot.

13. Landscaping and Seeding

All seeding and landscaping shall be at the sole expense of the Developer.

The Developer is responsible for placing topsoil on the backslopes, sideslopes, drainage channels and road ditches and any other necessary preparation prior to seeding.

All seeding is to be done by the developer of roadsides, slopes, ditches, and any disturbed areas such as borrow

or waste areas. The Municipality may undertake to seed Developments and the Developer will be billed by the Municipality for all expenses incurred.

14. Traffic Signs

The Developer shall supply and install all traffic control signs as directed by the Municipality.

All signs shall conform to the standards as recommended by the Council on Uniform Traffic Control Devices for Canada - 1976.

15. Maintenance and Warranty

The Developer shall for a period of two years after the acceptance of the work by the Municipality be responsible for any and all repairs and replacements to any municipal services and utilities which may in the opinion of the Municipality become necessary for any cause whatsoever.

The Engineer will, prior to the end of the two year maintenance and warranty period, conduct an inspection to determine if the Developer has properly maintained the utilities and services.

The two year maintenance and warranty period will not end until the utilities and services which need to be rectified have been completed to the satisfaction of the Municipality.

16. Plan Standards

All engineering plans and drawings submitted to the Municipality for review and approval must comply with the following requirements:

- i) Standard plan size shall be 841 mm X 594 mm. (S.I. A1)
- ii) The topography plan shall indicate the existing contours at 0.5 m interval for urban developments, 2 metre interval for rural country residential, 1 metre for rural industrial.
- iii) The Drainage plan shall indicate the overall surface drainage patterns of the development, and photo enlargement of current conditions.

Scale 1:2000

iv) The site plan shall indicate the General layouts of the subdivision.

Scale 1:2000

v) The utilities plan shall indicate the alignments, locations, types and sizes of the utilities.

Scale 1:1000

vi) The Municipal services plan shall indicate the alignments, locations, types and sizes of the underground municipal services, and traffic control facilities.

Scale 1:1000

vii) The Detailed plans and profile shall indicate the road profiles, underground profiles, grades and elevations, detailed site plans and all other pertinent information necessary for the construction of these municipal services and improvements.

Scale:

Horiz. 1:2000

Vert. 1:50

Plan 1:2000

TABLE 16 - STANDARD DRAWINGS

Rural	
Residential	Industrial
1. Topography	1. Overall Site Plan
2. Overall Drainage	2. Topography
3. Overall Site Plan	3. Overall Drainage Plan
4. Plan showing Building sites and sewage disposal grounds	4. Utilities Plan
5. Detailed Plan and Profiles	5. Overall Municipal Services such as water, storm and sanitary (if required)
	6. Detailed Plans and Profiles

17. Permanent Bench Marks

The Developer shall supply and erect one permanent bench mark within or adjacent to a multiple lot subdivision where a subdivision covers more than one-quarter section of land, a bench mark shall be provided for each quarter section and fraction thereof. This permanent bench mark shall be tied into the nearest geodetic datum (ASCM) and shall be protected against disturbances during the subdivision construction. The location of the bench mark and the elevation shall be established by a registered Land Surveyor and shall be shown on the as-built drawings. The permanent bench mark shall be protected by a marker post. The type of bench mark and method of installation shall be in accordance with the attached drawing.

PART III - RECOMMENDED STANDARDS
RESIDENTIAL SUBDIVISION - RURAL STANDARD

1. Road Works

- 1.1 The construction of subdivision roads shall include the installation of individual lot entrance. The Municipality may require, upon the recommendation of the Engineer, the Developer to provide improvement of existing Municipal road in conjunction with the proposed subdivision.

Country residential subdivision shall be provided with gravelled roadway.

1.2 Classification

The following classes of roadways are equivalent to the classifications used by Roads and Transportation Association of Canada (RTAC).

	<u>RTAC Classification</u>
(a) Subdivision Cul-de-Sac (less than 100 m)	RLU 50
(b) Subdivision Minor Collector	RCU 60
(c) Subdivision Major Collector	RCU 80
(d) Gov't Road Allowance (minor collector)	RCU 80
(e) Gov't Road Allowance (major collector)	RCU 80
(f) Secondary Road	RAU 100

1.3 Cross-Section Elements

The cross-section elements of the roadways shall conform to the appended illustrations.

1.4 Gradient

The grades at intersection shall not exceed 2% for a minimum distance of 30 metres.

Allowable maximum road grades shall not exceed:-

- (a) 7.0% for internal subdivision roads,
(b) 7.5% for internal subdivision roads with no access permitted,

(c) 7.5% for the Government Road Allowance, with no access permitted.

The minimum grade shall not be less than 0.5%.

1.5 Embankment Slope

Sideslopes and backslopes shall not be steeper than 3:1. Where, in the opinion of the Engineer, such slopes are not sufficient for the native soil condition, the Developer shall provide a suitable slope satisfactory to the Engineer.

1.6 Subgrade Compaction

The subgrade shall be compacted to a minimum of 95 percent of Standard Proctor Density with the exception of the upper 300 mm which shall be compacted to a minimum of 100 percent of Standard Proctor Density.

1.7 Building Site Access

The Developer shall, at his own cost and expense, be responsible for building an all-weather access to the proposed building site on each lot. The construction of access road to the building site shall be considered as part of the roadway construction, and culvert shall be provided as required.

1.8 Road Graveling

Upon the Engineer's approval of the roadway construction, the Developer shall supply and place the first lift of gravel in accordance with the specified gradation and rate of application. No graveling shall be permitted on the finished subgrade until the subgrade has been tested, inspected and approved.

The stockpile source of gravel shall be approved by the Municipality. The size and gradation shall conform to the recommended standards.

(a) Rate of Application

The rate of gravel application shall be as outlined below:

1. Initial first lift (upon acceptance of roads) Rate to be 300 cubic metres per kilometre.
2. Second lift (see Section 'C'). Rate to be 250 cubic metres per kilometre.

3. All entrances to lots shall be gravelled at a rate of 8 cubic metres per entrance, as measured from the shoulder of the road to the lot property line.

(b) Gradation

Base Course Gravel (First Lift)

<u>Metric Sieve Size</u>	<u>Percent Passing</u>
25000	100
20000	60 - 96
5000	30 - 65
2000	20 - 45
63	2 - 10

Surface Course Gravel (Second Lift)

<u>Metric Sieve Size</u>	<u>Percent Passing</u>
20000	100
12500	60 - 92
5000	40 - 60
2000	25 - 45
400	10 - 25
63	2 - 10

(c) The placement of the second lift of gravel shall be undertaken at the first anniversary of the Maintenance and Warranty Period, in good weather conditions.

(d) A minimum of fifty percent (50%) by weight of the material retained on the #5000 Sieve shall have at least one fractured face.

RESIDENTIAL SUBDIVISION - RURAL STANDARD

2. Drainage Works

2.1 General

It will be the Developer's responsibility to maintain a trouble-free drainage pattern, whether it is utilizing the natural drainages or additional drainage constructions, such as open ditches, ditch blocks, ditch checks, rip-rapping, etc.

The Developer shall provide right-of-way easements for drainages and have them registered in the name of the Municipality so that future maintenance may be provided.

The Developer shall be responsible not only for the drainages within his development, but also for drainages in the adjoining properties which would be affected by his development.

Drainages works shall include the constructions of ditches, berms and ditch checks; the installations of culverts, rip-raps and other means of erosion control.

Any type of drainage diversion shall be approved and licensed by Alberta Environment.

2.2 Cross-Section Elements

Backslope of channels or ditches shall be 3:1 minimum.

For flat-bottom ditch, the minimum width shall be 3 metres unless otherwise approved by the Engineer.

2.3 Erosion Control

Any drainage channels and road ditches shall be provided with ditch checks or other means of erosion control acceptable to the Municipality.

All drainage channels shall be seeded. In channels, ditches and slopes which are highly susceptible to erosion, sodding shall be provided.

All drainage culverts shall be rip-rapped at both inlet and outlet. The size and type of rip-rap shall conform to good engineering practice and acceptable to the Municipality.

2.4 Culverts

Minimum size of roadway culvert shall be 600 mm (wall thickness 1.6 mm or as required by the loading criteria).

Minimum size of entrance culvert shall be 500 mm (wall thickness 1.6 mm or as required by the loading criteria).

Culvert shall be installed to provide a minimum depth of cover of 300 mm or one-half the diameter of the pipe whichever is greater as measured from the finished shoulder grade of the roadway to the top of the pipe.

RESIDENTIAL SUBDIVISION - RURAL STANDARD

3. Utilities

The Developer shall be responsible for the installation of power, natural gas and telephone services in the subdivision.

Any other utilities that may be required by the Council shall be provided at the sole expense of the Developer.

The Developer of the proposed subdivision is responsible for all arrangements with the utility companies as to the locating and moving of all existing utilities such as power poles, pipelines, telephone poles, buried cables, etc. The Developer shall bear all expenses resulting from any damage done to utilities during road and drainage construction.

The Developer is responsible for obtaining approval of the layouts of utilities alignment from the utility companies and the Engineer.

PART IVGENERAL SPECIFICATIONS1. GradingDescription

Grading shall consist of excavating the roadway, the removal and satisfactory disposal of all materials taken from within the limits of the work necessary for the construction and preparation of the embankment, subgrade, shoulders, slopes, gutters, ditches, waterways, highway intersections, approaches and private entrances, to the required alignment, grade and cross-section shown on the plans or as directed by the Engineer.

It shall include the excavation for culverts, under-drains, foundation pits for bridges, trestles, buildings and other structures.

i) Brushing and Grubbing

Method of clearing and removing of trees and debris, also disposing of same is the responsibility of the Developer, but at no time is it to be buried within the road right-of-way or land being dedicated for park reserve.

ii) Dimensions of Excavations and Embankments

The dimensions of the excavations and embankments shall be generally in accordance with the typical sections accompanying these specifications but the dimensions of any or all excavations and embankments may be increased or decreased at any time by the Engineer as conditions and circumstances may determine.

iii) Unsuitable Material

Surface soil, vegetable mould or other material unsuitable for the work in hand must be removed, when and as directed by the Engineer and disposed of according to his direction.

iv) Approval of Material

All materials used in embankments, backfilling or for any other purpose must be approved by the Engineer. All suitable material from excavations shall be used in forming embankments or shall be otherwise disposed of as the Engineer may direct.

v) Reservation of Material

Whenever gravel, stone or other material suitable for special use by the Owner is found, the same shall, if required, be reserved and deposited in suitable places along the right-of-way.

vi) Surplus Material

Surplus material in excavation shall be used to widen embankments within the limits of haul. No material shall be wasted and in no case shall material be deposited above the grade of the adjacent roadbed without the permission of the Engineer.

vii) Removal of Snow

No snow or ice shall be placed in embankments or allowed to be covered up in them and the Developer shall, at his own expense, remove snow and ice from any portion of the work, in any of its stages whenever deemed necessary by the Engineer.

viii) Fences

The Developer shall, at his own expense, if so directed by the Engineer, erect and maintain such temporary fences as may be necessary to prevent livestock or other animals from straying upon the right-of-way or adjoining property. He shall carefully remove and replace to the satisfaction of the Engineer all fences which it may be necessary to move in order to carry out the work and will at all times provide against the escape of livestock or other animals through openings made by him in the property fences.

ix) Slides

Material in slips, slides and subsidences, extending beyond the slope lines shall be removed by the Developer at his own expense unless such occurrences were beyond the control of the Developer and not preventable by the use of due care and diligence.

x) Slopes Neatly Trimmed

Slopes undercut at the base or destroyed in any manner, shall be re-sloped to the slope as staked by the Engineer.

In solid rock excavation the slopes must be carefully scaled down and all rocks and fragments liable to slide or roll down the slopes removed to the satisfaction of the Engineer.

xi) Borrow Pit Excavation

The borrowing of materials for embankment will be allowed only after all roadway excavations have been completed and hauled into the embankment or after all the economic possibilities of obtaining further material by widening roadway cuttings or ditches have been exhausted. Borrow excavation shall consist of the excavation and placing of excavated material, obtained from locations outside the right-of-way. The widening of roadway cuts and ditches will not be considered as borrow. Borrow pits will be entered into only on the approval and permission of the Engineer. They shall be regular in width and, if required, shall be connected with ditches and drained to the nearest water-course. When borrowing outside the limits of the right-of-way, side slopes in borrow pits must be left uniform and flat. Particular care shall be taken to work the pit so as to cause a minimum of damage and inconvenience to the owner. On the completion of the work, borrow pits will be left in a neat and uniform condition.

xii) Ditches

Ditches of whatever nature, including stream diversions, which may be considered necessary for the proper drainage of the work, shall be constructed at such points and to such cross-section, alignment and grade as the Engineer may direct.

Catch water ditches, as required, shall be constructed along the tops of the excavations to prevent water flowing into the cuts. The ditches shall be constructed in accordance with the typical plans, where shown on the profile and where designated by the Engineer. If required by the Engineer catch water ditches shall be excavated before the cuts are opened.

xiii) Embankment

(1) Description

Embankment shall be constructed by depositing, shaping and compacting acceptable excavated material. The embankment shall be constructed above the natural ground or other level as directed, in conformity with the lines, grades,

and cross-sections shown on the plans, or staked on the ground by the Engineer.

(2) Construction Methods

(a) Preparation of Existing Ground Surface

(i) Where the proposed subgrade elevation is less than 600mm above the existing ground any undesirable soil shall be removed and wasted, and existing ground ploughed to a depth of 300mm below the original surface and compacted. Where the depth of remaining ground following the removal of undesirable material exceeds 150mm the compaction shall be carried out in two (2) layers; the top layer being windrowed to the side, the bottom ploughed to the required depth and compacted, and the top layer replaced and compacted.

(ii) When the embankments are to be made on a hillside of such nature, that will, in the opinion of the Engineer, preclude a proper bond between the old and new materials, the slope of the original ground on which the embankments is to be placed shall be ploughed deeply or stepped before the filling is commenced. Otherwise, before any embankment is placed in a smooth firm surface, the original ground shall be scarified or ploughed so as to permit bounding the new with the existing material.

(iii) Before any embankment is placed on an existing roadbed, the old roadbed shall be ploughed and bladed out to the full width of the fill section, at the toes of the slopes, to ensure proper bond and a uniform base for the new material placed in the embankment. If so ordered, unsuitable material present in the old roadbed shall be excavated and disposed of as directed by the Engineer.

(iv) Where existing highways are being widened and existing fills extended, extreme care shall be exercised in denuding the existing slopes of all vegetation and either stepping or ploughing them so as to form a medium of contact with the new fill. Vertical cuts for the full depths of embankment to achieve bond will not be permitted.

(b) Placing Material

(i) Embankment shall be formed of suitable material only, stumps, trees, rubbish, sods, top soil or other unsuitable material shall not be placed in the embankment.

(ii) Where rock is being used in the embankment it shall be carefully distributed and the interstices filled with earth or finer particles to form a dense compact mass. No rocks larger than 75mm shall be placed in the embankment closer than 150mm to the surface of the finished roadway.

(iii) Embankment will be constructed so that, after settlement is complete, all embankments shall have the required grade and cross-section at all points. If at any time before final acceptance of the work the embankment settled below the staked grade, it shall be brought back to the staked grade by the Developer.

(c) Compaction

(i) All material placed in embankments shall be bladed smooth in successive layers not to exceed 150mm in depth, to the full width of the cross-section. Each layer shall be compacted by means approved by the Engineer to a minimum of 95 percent of Standard Proctor Density, with the exception of the upper 300mm which shall be compacted in 150mm layers, to a minimum of 100 percent of Standard Proctor Density.

(ii) Where the grade line is in cut, the subgrade shall be excavated to a minimum depth of 300mm, or as directed by the Engineer. The subgrade shall then be reconstructed in layers as specified and compacted to a minimum of 100 percent of Standard Proctor Density.

(iii) In general, compaction over the entire surface area of each layer shall be obtained by the use of tamping rollers, or such other equipment satisfactory to the Engineer. The tamping roller shall be of a type approved by the Engineer and shall consist of a metal drum with tamping feet projecting not less than 175mm from the surface. The weight of the roller shall be such that when fully loaded it shall exert a unit pressure of not less than 2.5 KPa on the tamping face area. The unit pressure shall be determined by dividing the

total weight of the roller by the total surface area of the tamping feet in one row parallel to the axis of the roller.

In the event that satisfactory compaction is not obtained with the use of tamping rollers as specified, the Developer shall provide and maintain in effective operation equivalent or alternative compacting equipment capable of producing the required density.

Hauling equipment will not be accepted in lieu of compaction equipment.

The Engineer reserves the right to order discontinued the use of any equipment or method which in the opinion of the Engineer fails to produce the required density uniformly throughout the work.

(iv) Where in the opinion of the Engineer, the material for embankment is too wet to compact under rolling, the material shall be thoroughly worked until its optimum moisture content is reached, as determined by the Standard Proctor Compaction Test.

(v) The material in each and every layer shall be thoroughly compacted at optimum moisture content to the densities specified herein, by the use of compaction equipment satisfactory to the Engineer. Test for moisture and density determinations shall be carried out for each 1,250 sq.metres.

(d) Water for Compaction

Where in the opinion of the Engineer the material for embankment is too dry to compact under rolling, water shall be added. The material shall be thoroughly disced and broken down, water added in amounts as directed by the Engineer and the material thoroughly worked to mix the water uniformly throughout the soil, prior to commencing compaction operations. The water sprinklers used shall be of a type satisfactory to the Engineer.

xiv) Culverts - General

Pipe culverts will be supplied by the Developer. They shall be installed as far in advance of the grading as possible.

(1) Construction Methods

Culverts shall be placed so that the minimum distance from the finished grade of the roadway to the top of the pipe shall be not less than one-half the diameter of the pipe with a minimum of 300mm.

A trench shall be excavated to the depth and grade established by the Engineer. The bottom of the trench shall be shaped to conform to the bottom of the pipe and to afford a firm and uniform bearing throughout the entire length of the culvert. If, in the opinion of the Engineer, the material in the bottom of the excavation is of such a character as to cause unequal settlement along the length of the culvert, the trench shall be dug below the grade given, to such a depth as ordered, and backfilled with approved granular material and thoroughly tamped or otherwise compacted to insure an unyielding foundation.

Where the trench is in solid rock or other hard material, it shall be excavated to a depth of at least 100mm below the grade established for the bottom of the pipe, and this additional excavation shall be backfilled with suitable material in such manner as to insure a uniform bearing for the length of the culvert.

Selected backfilling material, free from stones, frozen lumps, etc., shall be placed under and around the pipe and thoroughly tamped or otherwise compacted in place. The trench shall be completely filled and the pipe covered to a depth of at least 300mm with hand placed and properly compacted material before the construction of embankment over the culvert shall proceed in the usual manner.

If a trench is not required, the culvert pipe shall be laid true to line and grade, on a bed that is uniformly firm throughout its entire length, and the backfilling around and over the pipe shall be completed as specified in the preceding paragraph.

When corrugated iron pipe is used, the pipe shall be laid in the trench with the separate sections firmly joined together and with outside laps of circumferential joints pointing upstream and with longitudinal laps on the side. Corrugated iron pipe shall be so handled as to prevent bruising and scaling. In no case shall pipe culverts be dragged on the ground.

(2) Removing Existing Culverts and Structures

Where it is necessary to remove any existing culvert or structures from the grade or right-of-way, the Developer shall carefully remove and pile or place the materials as directed by the Engineer.

xv) Rip-Rap General

When required by the plans or as ordered by the Engineer, embankments, the ends of culverts and ditch bottoms may be protected by hand laid or random rip-rap as directed.

(1) Hand Laid Rip-Rap

Hand laid rip-rap shall be placed on the slope extending upwards from the footing. The stones selected shall be sound and durable and shall in no case measure less than 0.014 cubic metres.

(a) Construction Methods

The stones shall be placed with their beds at right angles to the slope, the larger stones being used in the bottom courses, and the smaller stones at the top. They shall be laid in close contact so as to break joints, and in such manner that the weight of the stone is carried by the earth and not by the adjacent stones. The spaces between the larger stones shall be filled with spalls securely rammed into place. The finished work shall present an even, right, and reasonably plain surface, varying not more than 75mm from the required contour.

(2) Random Rip-Rap

Random rip-rap, graded so that the smaller stone is uniformly distributed throughout the mass, shall be dumped promiscuously over the area until the required depth is attained. The occasional manual

handling or refractory rocks or stones shall in no manner be construed to transform the classification of random rip-rap into that of hand laid rip-rap.

(3) Sacked Concrete or Sacked Soil Cement Rip-Rap

(a) Soil Cement

Soil-cement material for Sacked Soil-Cement Rip-Rap shall be manufactured in accordance with the requirements of the Engineer.

Sand or gravel material and Portland cement for the manufacture of soil-cement for Sacked Soil-Cement Rip-Rap shall be supplied by the Developer.

(b) Burlap Sacks

Burlap Sacks for Sacked Concrete Rip-Rap will be of approximately 0.029 cubic metres.

(c) Preparation of Base for Sacked Concrete or Sacked Soil-Cement Rip-Rap

The base shall be formed by excavating, filling and shaping to the required depth below and parallel to the finished surface of the rip-rap. The entire base shall be thoroughly compacted to provide a smooth and firm foundation of uniform density.

(d) Placing Sacked Concrete or Sacked Soil-Cement Rip-Rap

Each burlap sack shall be filled to two-thirds (2/3) of its capacity with concrete or soil-cement, securely sewn or stapled to form a straight edge closure and immediately placed in its final position on the prepared base. The filled sack shall be kneaded, rammed and packed into conformance with the prepared base and adjacent sacks already in position to form a closely moulded smooth surface of uniform average depth of not less than 125mm.

All joints between rows shall be staggered to pattern and all dirt and debris shall be removed from tops of sacks before succeeding courses are placed.

Not more than five (5) courses of sacks shall be placed in any tier before such time as initial set has taken place in the first course of any such tier.

Following placing, the sacked concrete or sacked soil-cement shall be kept moist for a period of twenty-four (24) hours by sprinkling, moist earth covering or other satisfactory means.

xvi) Rock Ditch Checks

If so ordered rock ditch checks will be constructed in accordance with the plans or as directed by the Engineer.

xvii) Treated Timber Ditch Checks

Ditch check materials will be supplied by the Developer. Ditch checks will be built in accordance with the plans or as directed by the Engineer.

xviii) Finishing and Maintaining

The Developer shall, as soon as practicable, bring the excavations and embankments to the correct widths, lines and grades as shown by the Engineer and no more than 1.6 km of grade shall be in the rough at any one time. As fast as the excavations and embankments are completed to the correct widths, lines and grades, the Developer shall maintain the roadway with a blade machine.

Maintenance will continue daily or at frequent intervals depending on the effects of traffic and the elements upon the accepted portion of the roadway. Ditches and culverts shall be kept free from obstruction so that water will flow freely at all times. This maintenance shall be continued by the Developer until the roadway is completed.

xix) Final Acceptance

Condition requisite for the final acceptance of the work shall be a roadway, smooth and compact over the entire width. Firm side slopes with regular shoulder lines, clean side ditches, satisfactory approaches, intersections and entrances and smooth back slopes. All soft yielding materials in the roadway that does not compact shall be removed and replaced with acceptable materials and all loose stones, clods, weeds, trash, etc., shall be removed from the roadway, sideslopes, ditches, and backslopes. All improperly compacted material shall be excavated, dried to optimum moisture content if required, and recompactd by the Developer. All boulders found in excavation shall be broken off or removed to a depth of at least 300mm below finished section and the depression caused thereby filled with

acceptable material. On the side slopes and back slopes and in the bottom of ditches all projecting boulders must be removed or broken off at least flush with the lines and grades, and the resultant cavities, if any, backfilled.

xx) Preservation of Survey Monuments

The Developer shall be responsible for the proper preservation of all survey monuments and property marks along and adjacent to the roadway. He shall use suitable precautions to protect from damage or disturbance such survey monuments and property marks until their location has been witnessed or otherwise referenced and he shall not remove them until directed by the Engineer.

xxi) General

(a) It shall be noted that these specifications do not classify materials. For this reason the best material available on site shall be used in the construction.

(b) It shall be noted that the method of measurement of quantities and method of payments are not included in these specifications, arrangements shall be between the Developer or Owner and the Contractor or Contractors.

(c) The construction costs of any one project or development shall strictly be between the Developer and his Contractor.

(d) These specifications shall control method and procedure of construction only.

(e) In the instance of parks, the Developer may not, without a written consent of the County or Municipal District, attempt to borrow dirt from a park reserve. He may not use this area to rid himself of undesirable material during road construction. If work is to be done in a park reserve, such as drainage or filling of low area it will be specified in the road design specifications for the particular subdivision.

2. Drainage

It will be the Developer's responsibility to provide a trouble-free drainage pattern, whether it is utilizing the natural drainages or additional drainage constructions to achieve this pattern, such as open ditches, ditch blocks, ditch checks, etc.

The Developer shall be responsible not only for the drainages within his development but also for drainage within adjoining properties which may be affected by his development. It may be required that the developer improve drainage channels and provide easements in adjoining properties.

The Developer will provide right-of-way for such drainages, and have them registered in the County's name so that future maintenance may be provided on these drainages. "See Specimen of Easement".

3. Gravelling

Each subdivision will have a specified rate of gravelling required for each individual road as soil conditions may vary resulting in gravelling rate adjustment. See specifications for gravel, under PART III.

It shall be the Developer's responsibility to supply, haul and place the gravel on the constructed road to the specification of the Engineer. The gravelling shall be done at the sole expense of the Developer. If Council requires that the road be light hard surfaced the Developer shall provide same as outlined under the heading of "Surfacing".

4. Signs

The Developer shall provide all necessary traffic signs as specified by the Engineer.

These signs shall conform to the Standards as set out in the second edition of Uniform Traffic Control Devices for Canada according to the Roads and Transport Association of Canada. All the necessary signs shall be supplied and erected at the sole expense of the Developer.

5. Landscaping and Seeding

- 1) The Developer shall be responsible for all landscaping and seeding of backslopes, sideslopes and ditches within the road right of way, and also slopes of the ditches used for drainages; the Developer shall landscape with topsoil which was removed and placed into stockpiles or as it becomes available within the road, he shall place

the topsoil to a uniform depth and remove all roots, stumps and rocks.

The landscaping materials shall be blended with the excavated slopes by using a grader and/or harrows or any other method the Developer may employ to achieve the required results. The slopes must be so prepared that the seeding of the slopes may commence shortly afterwards.

- ii) All such seeding shall conform to the specifications of the District Agriculturist.
- iii) It shall be the Developer's responsibility to establish a good sound growth of grass on the slopes and in the ditches of the road right of way, the same will apply to drainage ditch slopes that have been constructed to serve the subdivision.
- iv) All such seeding and landscaping shall be at the sole expense of the Developer.

6. Light Hard Surfacing

General

The Developer shall be responsible for the supply of all necessary materials, labour and equipment, and to construct and place a light hard surface on the travelled portion of the road to a specified width and thickness.

This light hard surface shall be constructed at the sole expense of the Developer.

An agreement may be reached with Council and Land Developer to have this work performed by the County forces and the Developer is to reimburse the County all costs incurred in performing this work.

Due to local variations a detailed specification should be established to the satisfaction of the Engineer for each project.

The materials used in the construction of a light hard surface shall approximately fall within the ranges outlined below.

(a) Mineral Aggregates (suggested Gradation)

<u>SIEVE SIZE</u>	<u>PER CENT PASSING BY WEIGHT</u>
20000	100
12500	60 - 92
5000	40 - 60
2000	25 - 45
400	10 - 25
63	2 - 10

(b) Asphaltic Materials

<u>Material</u>	<u>Suggested Grade</u>	<u>Suggested Rate of Application</u>
Prime Coat	MCO or MC30	0.54L-1.9L per sq.m.
Asphaltic Binder	MC2 or MC250	3.5-5% by weight of mix
Fog Coat	MCO or MC30	0.27L-0.54L per sq.m.

Construction

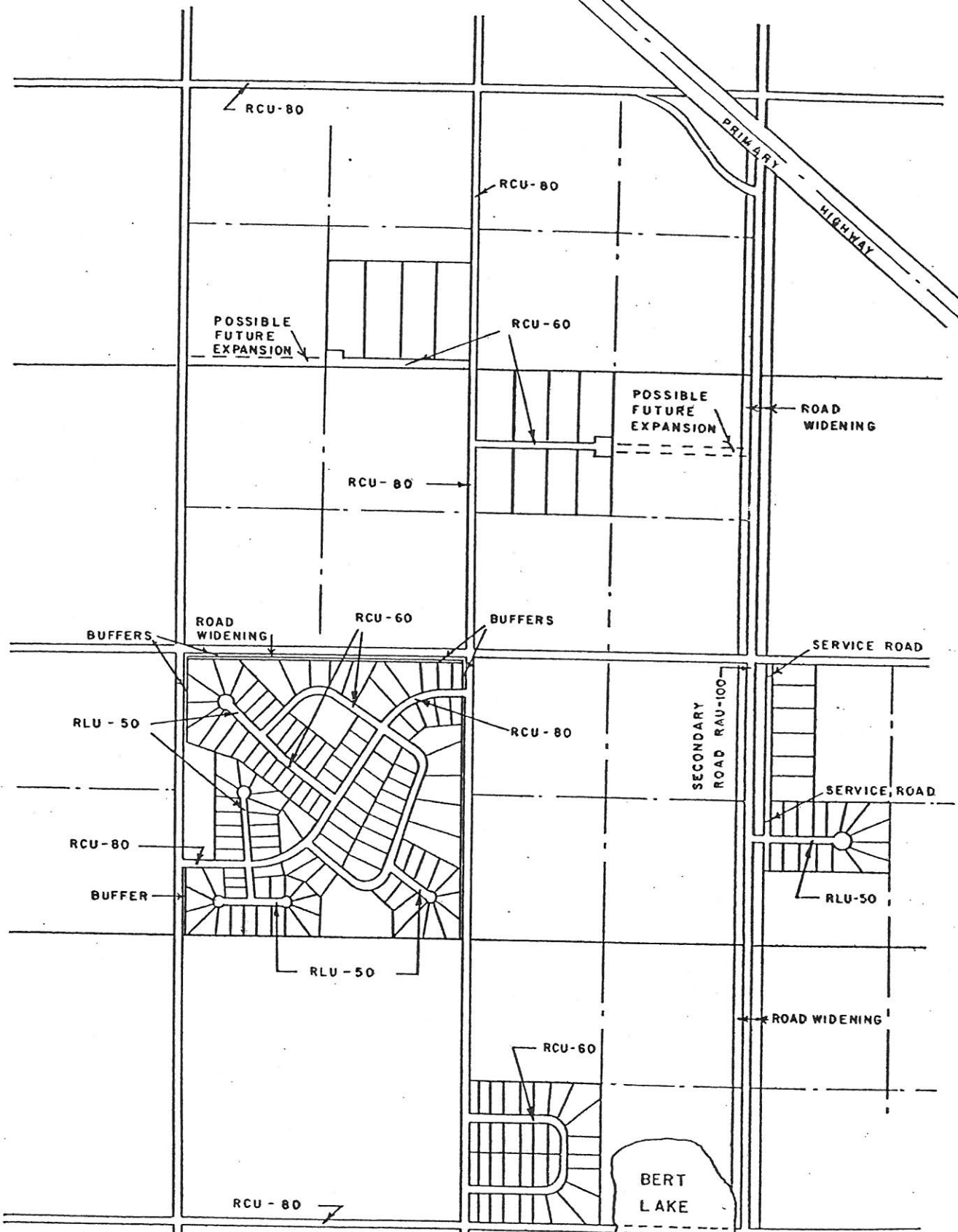
The construction procedure will generally follow along these lines. Prior to construction of a light hard surface the subgrade shall be approved by the Engineer.

Upon the approved subgrade a prime coat shall be uniformly applied at the rate required.

The mineral aggregates shall then be placed in windrows, then the application of asphaltic binder and mixing operations is to take place, and continued until the desired uniform mixture is reached.

This mixture shall then be moved and spread over the full roadway width to a smooth and even contour, after the mixture is spread it shall be thoroughly compacted to the desired density.

A fog coat if required shall then be applied to the finished light hard surface.



RESIDENTIAL SUBDIVISION
RURAL STANDARD
ROAD CLASSIFICATION

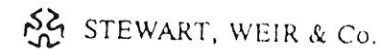
CLASSIFICATION	Code Number	Design Speed - Km/h	Posted Speed - Km/h	Minimum Vertical Curve Criteria			Minimum Right-of-way (Meters)	
				Crest Minimum S.S.D.(Meters)	Sag Minimum S.S.D.(Meters)	Minimum P.S.D. (Meters)		
RURAL	Local Undivided	RLU-50	50	30	65	65	340	30
	Collector Undivided	RCU-60	60	50	85	85	420	30
		RCU-80	80	60	140	140	560	30
		RCU-100	100	60	200	200	680	30
	Arterial Undivided	RAU-80	80	60	140	140	560	30
		RAU-100	100	80	200	200	680	40
		RAU-110	110	100	220	220	740	45
	Arterial Divided	RAD-100	100	80	200	200	680	As required
		RAD-110	110	100	220	220	740	As required

CLASSIFICATION	Code Number	Design Speed - Km/h	Posted Speed - Km/h	MAXIMUM RATE OF CURVATURE (DEGREES)		MAXIMUM GRADIENT (%)		Maximum Superelevation e max	
				Flat	Other (Use only in extreme cases)	Flat	Other (Use only in extreme cases)		
RURAL	Local Undivided	RLU-50	50	30	7.5	25	6.5	8.0	0.08
	Collector Undivided	RCU-60	60	50	5.5	12	6.0	7.5	0.08
		RCU-80	80	60	5.0	12	5.5	7.0	0.08
		RCU-100	100	60	5.0	12	4.0	7.0	0.08
	Arterial Undivided	RAU-80	80	60	5.0	12	3.5	7.0	0.08
		RAU-100	100	80	3.5	7.5	3.5	7.0	0.08
		RAU-110	110	100	3.5	7.5	3.0	6.0	0.08
	Arterial Divided	RAD-100	100	80	5.0	7.5	3.0	6.0	0.08
		RAD-110	110	100	3.5	7.5	2.5	5.0	0.08

Note: In areas where there may be long periods of severe roadway icing, a maximum rate of superelevation of 0.06 m/m should be used.



MINIMUM DESIGN CRITERIA RURAL DEVELOPMENT



ALGEBRAIC DIFFERENCE IN GRADIENT %	LENGTH (METRES)									
	50 Km/h 65 S.S.D.		60 Km/h 85 S.S.D.		80 Km/h 140 S.S.D.		100 Km/h 200 S.S.D.		110 Km/h 220 S.S.D.	
	CREST	SAG	CREST	SAG	CREST	SAG	CREST	SAG	CREST	SAG
1	65	65	65	65	75	75	90	90	100	100
2	65	65	65	65	75	75	140	100	170	110
3	65	65	65	65	100	90	210	150	255	165
4	65	65	75	75	140	120		200		220
5	65	65	85	100		150		250		275
6	65	70								
7	65	80								
8	90	90								

MINIMUM LENGTH OF VERTICAL CURVE
RURAL STANDARD

SUPERELEVATION, e max. = 0.08

Design speed km/Hr.	50	60	70	80	90	100	110
Radius, m	e	e	e	e	e	e	e
5000	NC	NC	NC	NC	NC	NC	NC
4000	NC	NC	NC	NC	NC	RC	0.020
3000	NC	NC	NC	NC	RC	0.022	0.026
2000	NC	NC	RC	0.021	0.026	0.030	0.035
1500	NC	RC	0.021	0.027	0.032	0.037	0.043
1200	NC	RC	0.026	0.032	0.038	0.044	0.050
1000	RC	0.023	0.029	0.036	0.043	0.049	0.056
900	RC	0.025	0.032	0.039	0.046	0.052	0.059
800	0.020	0.027	0.035	0.042	0.049	0.056	0.063
700	0.023	0.030	0.038	0.046	0.053	0.060	0.067
600	0.026	0.034	0.042	0.050	0.058	0.065	0.072
500	0.030	0.039	0.048	0.056	0.064	0.071	0.078
400	0.035	0.045	0.054	0.063	0.071	0.078	0.080
350	0.038	0.049	0.058	0.067	0.075	0.080	MIN. R= 475
300	0.042	0.053	0.063	0.072	0.080	MIN. R= 380	
250	0.047	0.059	0.069	0.078	0.080		
220	0.051	0.062	0.073	0.080	MIN. R= 300		
200	0.054	0.065	0.075	MIN. R= 230			
180	0.057	0.068	0.078				
160	0.060	0.072	0.080				
140	0.064	0.076	MIN. R= 170				
120	0.069	0.080					
100	0.074	0.080					
90	0.077	MIN. R= 120					
80	0.080						
70	0.080						
60	MIN. R= 80						

e max. = 0.08

Notes

e is super elevation
 NC is normal cross section
 RC is remove adverse crown &
 superelevate at normal rate

SUPERELEVATION, e max. = 0.06

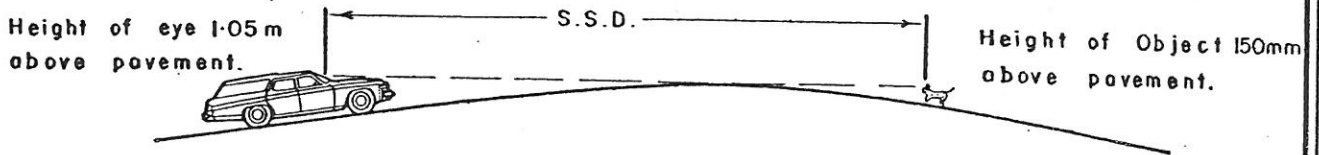
Design speed km/Hr.	50	60	70	80	90	100	110
Radius, m	e	e	e	e	e	e	e
4000	NC	NC	NC	NC	NC	RC	RC
3000	NC	NC	NC	NC	RC	0.025	0.023
2000	NC	NC	RC	RC	0.023	0.027	0.031
1500	NC	RC	RC	0.024	0.029	0.033	0.037
1200	NC	RC	0.023	0.028	0.033	0.038	0.042
1000	RC	0.021	0.027	0.032	0.037	0.042	0.046
900	RC	0.023	0.029	0.034	0.039	0.044	0.049
800	RC	0.025	0.031	0.036	0.042	0.047	0.051
700	0.021	0.027	0.034	0.039	0.045	0.049	0.054
600	0.024	0.030	0.037	0.042	0.048	0.053	0.057
500	0.027	0.034	0.041	0.046	0.052	0.057	0.060
400	0.031	0.038	0.045	0.051	0.057	0.060	MIN. R = 525
350	0.034	0.041	0.048	0.054	0.059	MIN. R = 420	
300	0.037	0.044	0.051	0.057	0.060		
250	0.040	0.048	0.055	0.060	MIN. R = 340		
220	0.043	0.050	0.057	0.060			
200	0.045	0.052	0.059	MIN. R = 250			
180	0.047	0.054	0.060				
160	0.049	0.056	MIN. R = 190				
140	0.052	0.059					
120	0.055	0.060					
100	0.058	MIN. R = 130					
90	0.060						
80	0.060						
	MIN. R = 90						

e max. = 0.06

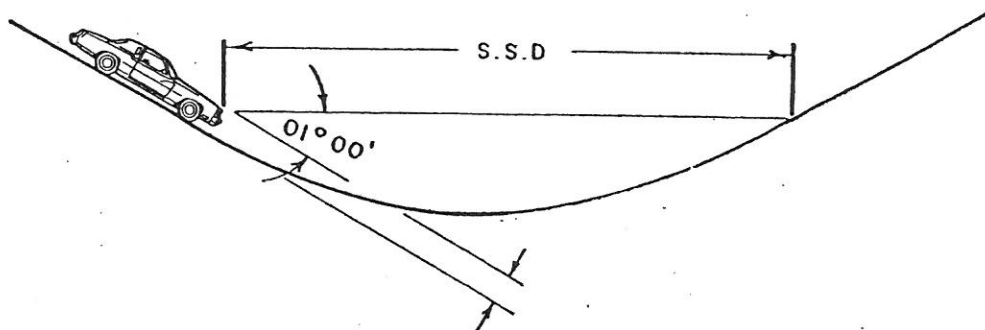
Notes

e is super elevation
 NC is normal cross section
 RC is remove adverse crown &
 superelevate at normal rate

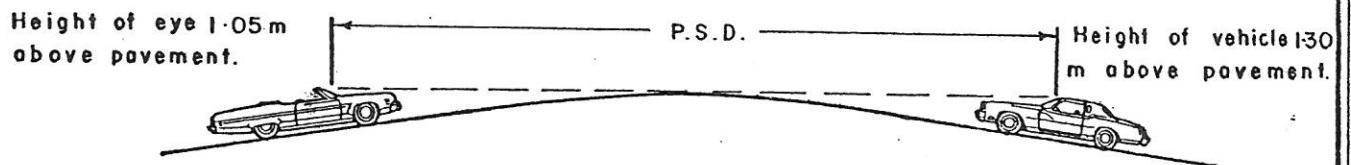
STOPPING SIGHT DISTANCE ON CREST VERTICAL CURVES



STOPPING SIGHT DISTANCE ON SAG CURVES

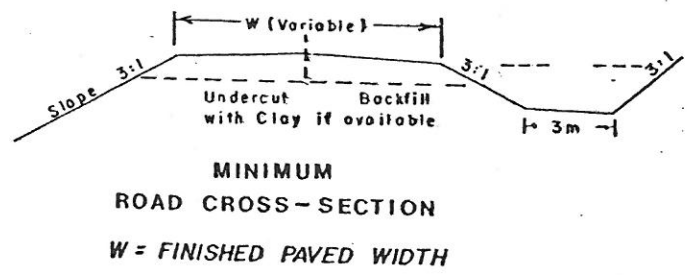
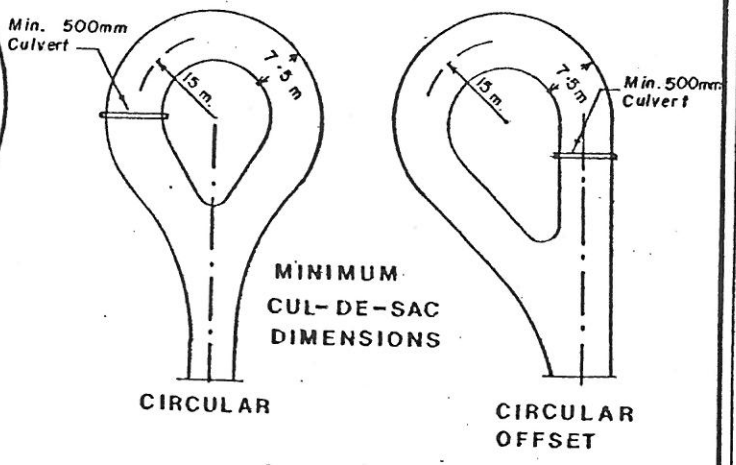
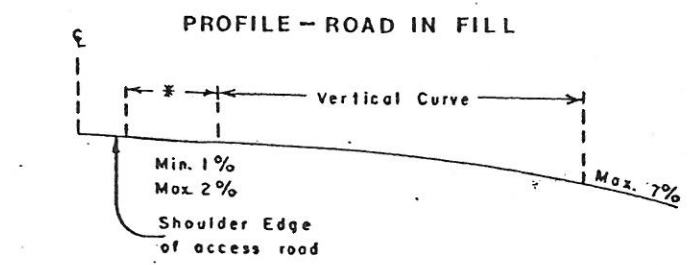
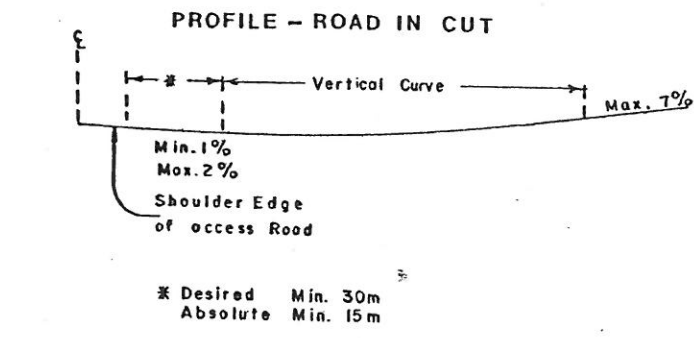
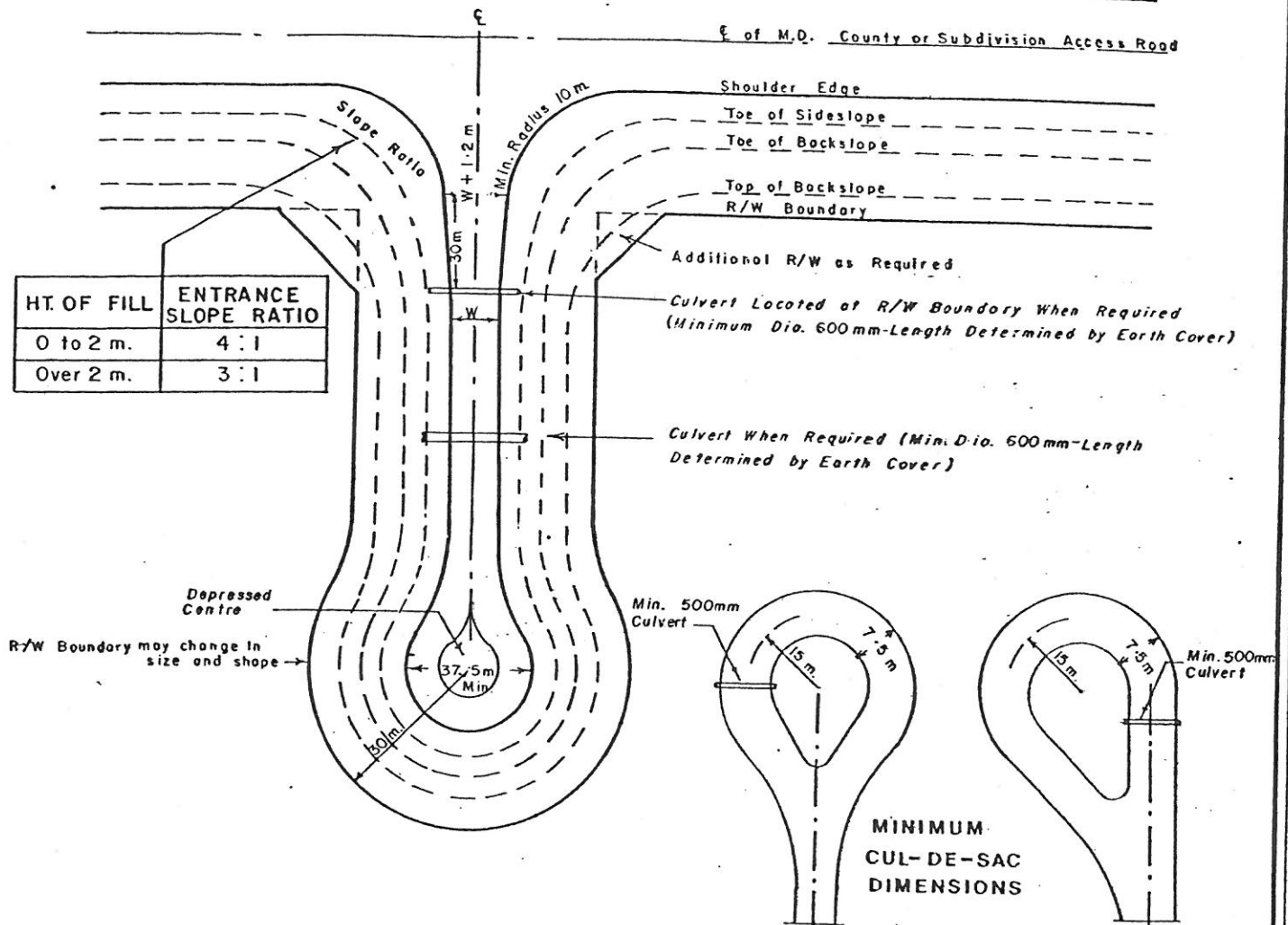


PASSING SIGHT DISTANCE ON CREST VERTICAL CURVES



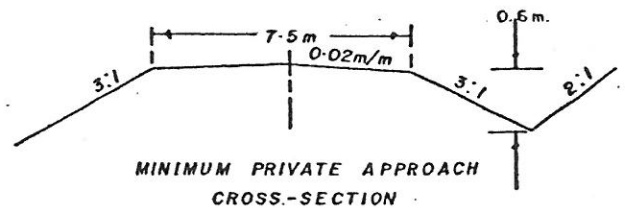
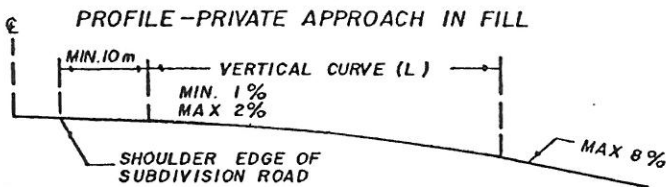
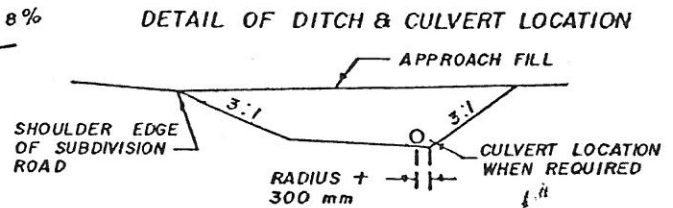
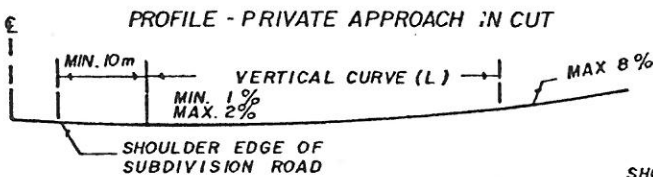
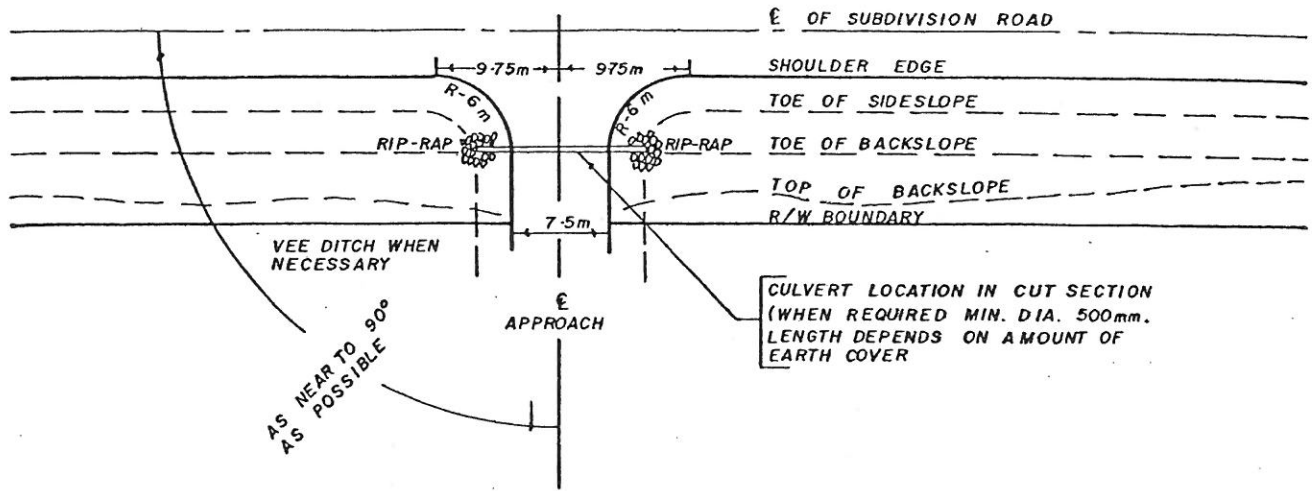
DESIGN SPEED Km/h	MINIMUM PASSING SIGHT DISTANCE METRES	MINIMUM STOPPING SIGHT DISTANCE METRES
50	340	65
60	420	85
80	560	140
100	680	200
110	740	220

SIGHT DISTANCE CRITERIA



DESIGN SPECIFICATIONS

(subdivision, rural standard) roads and their approaches

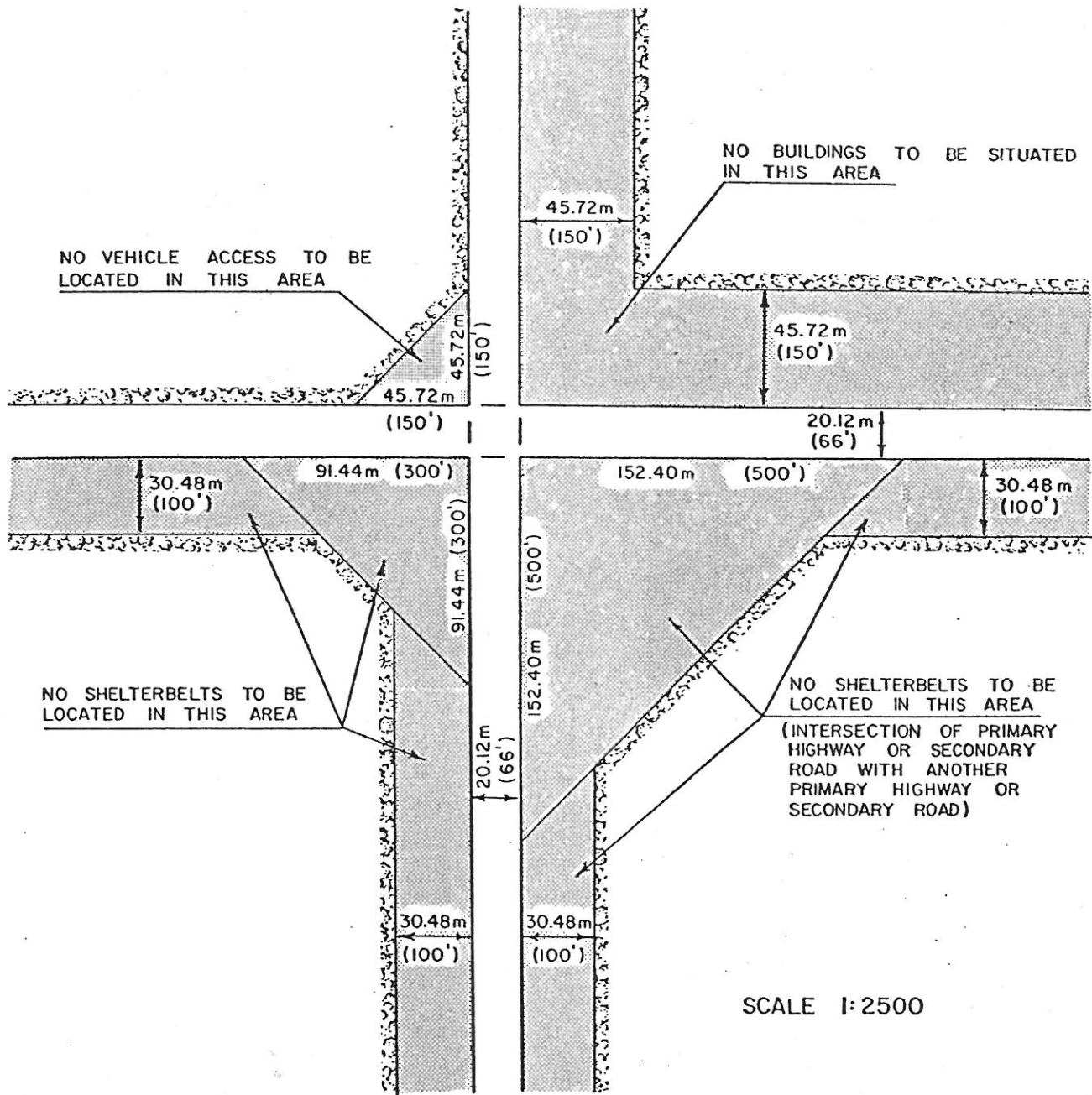


ALGEBRAIC DIFFERENCE IN GRADIENT (%)	MINIMUM LENGTH OF VERTICAL CURVE	
	LENGTH L (METRES)	
	CREST	SAG
1	6	7.5
2	12	15
3	18	23
4	25	30
5	30	38
6	37	46
7		46
8		46
9		46

NOTE
 ALL ENTRANCES ARE TO BE FROM THE INTERNAL ROAD SYSTEM AND ARE TO PROVIDE REASONABLE ACCESS TO THE LOTS, EACH LOT IS TO HAVE A PRIVATE APPROACH.

PRIVATE APPROACHES RURAL STANDARD

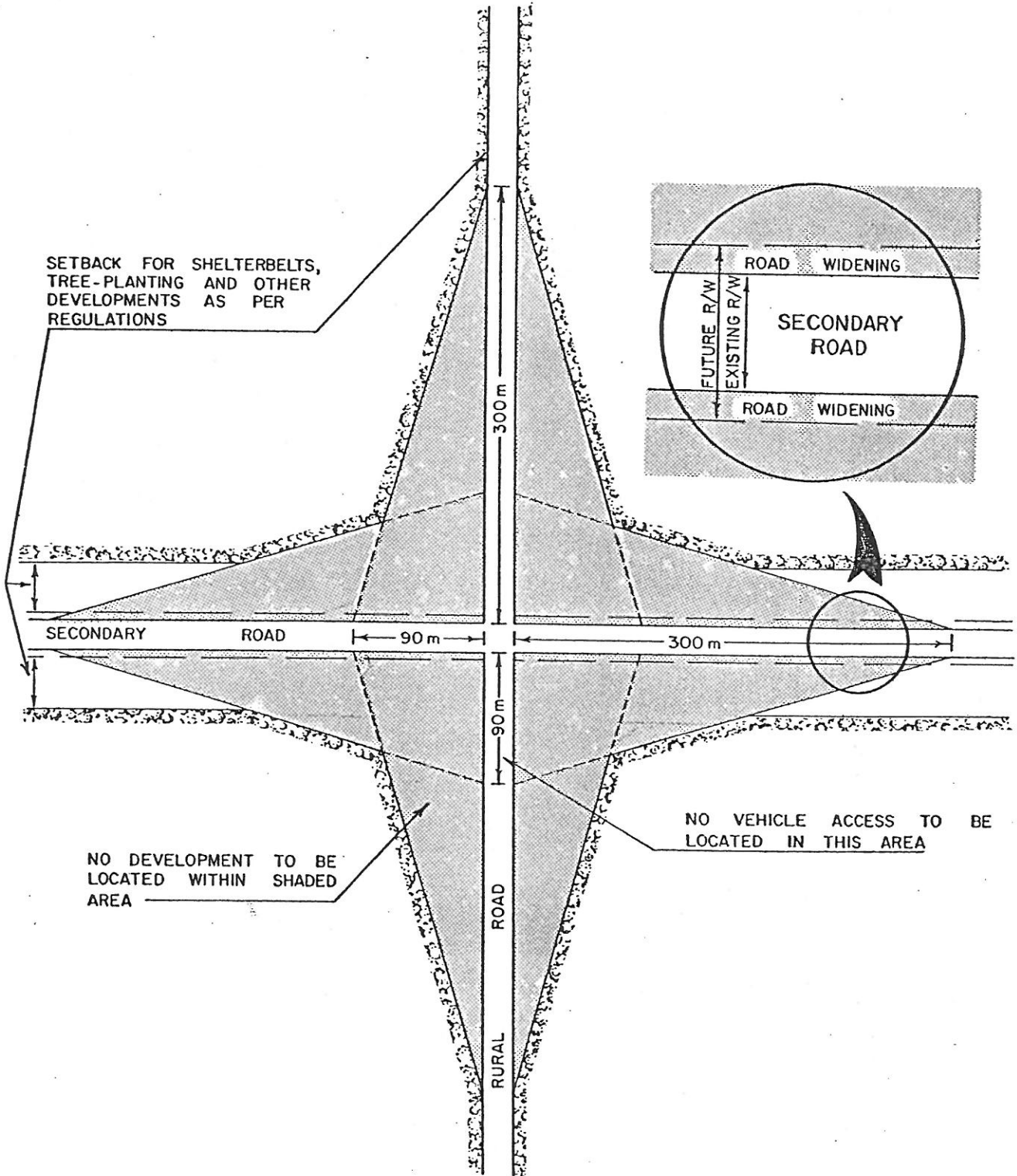




SCALE 1:2500

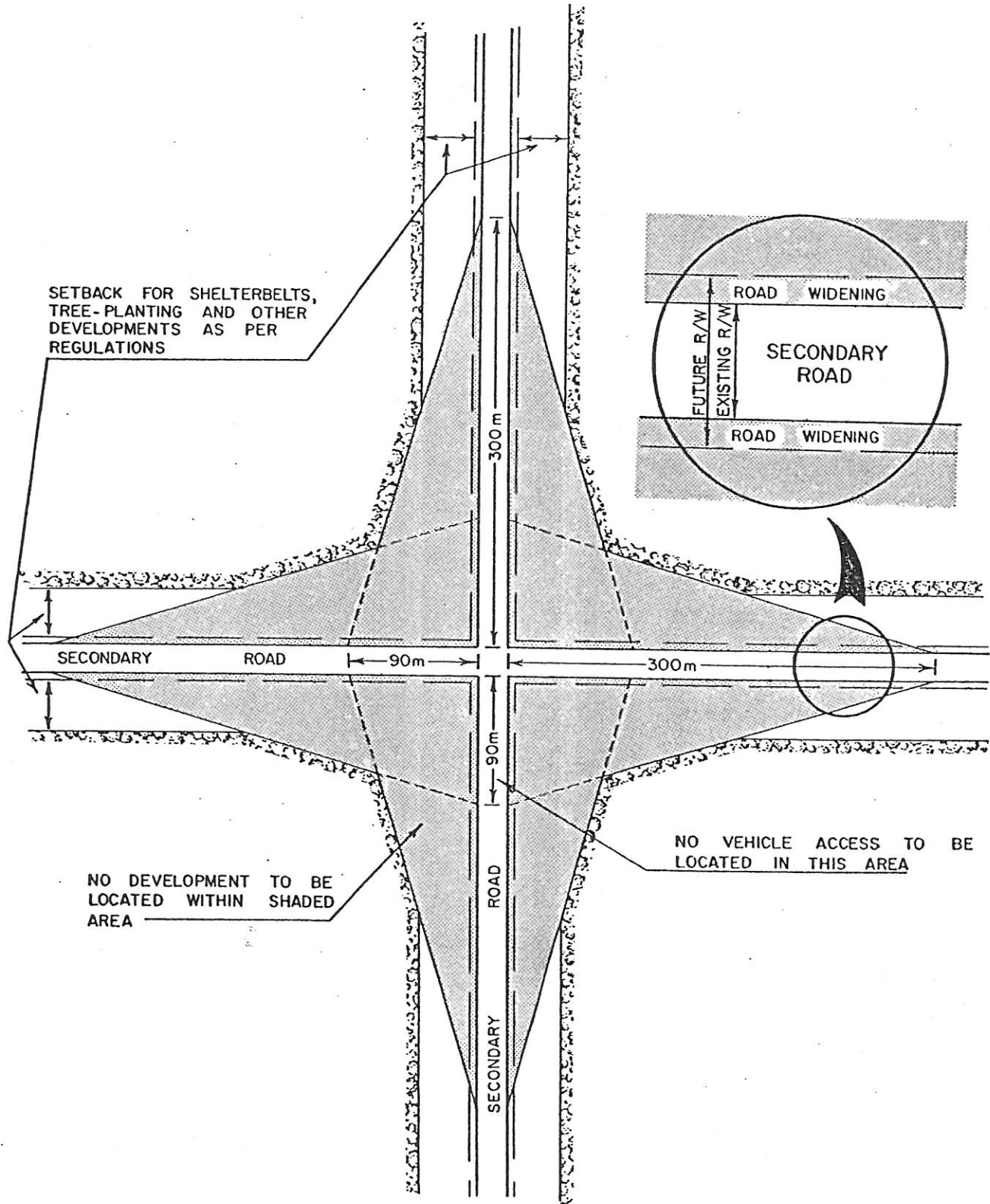
ACCESS & DEVELOPMENT CONTROL

MUNICIPAL GRID ROAD INTERSECTION



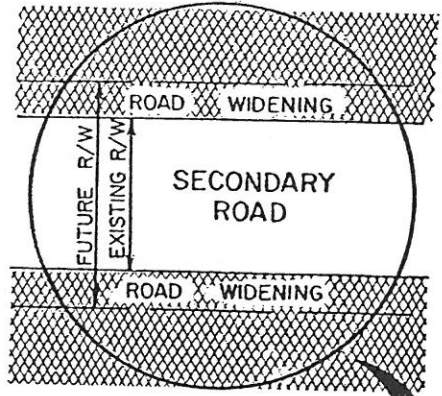
ACCESS & DEVELOPMENT CONTROL

SECONDARY ROAD - RURAL ROAD INTERSECTION

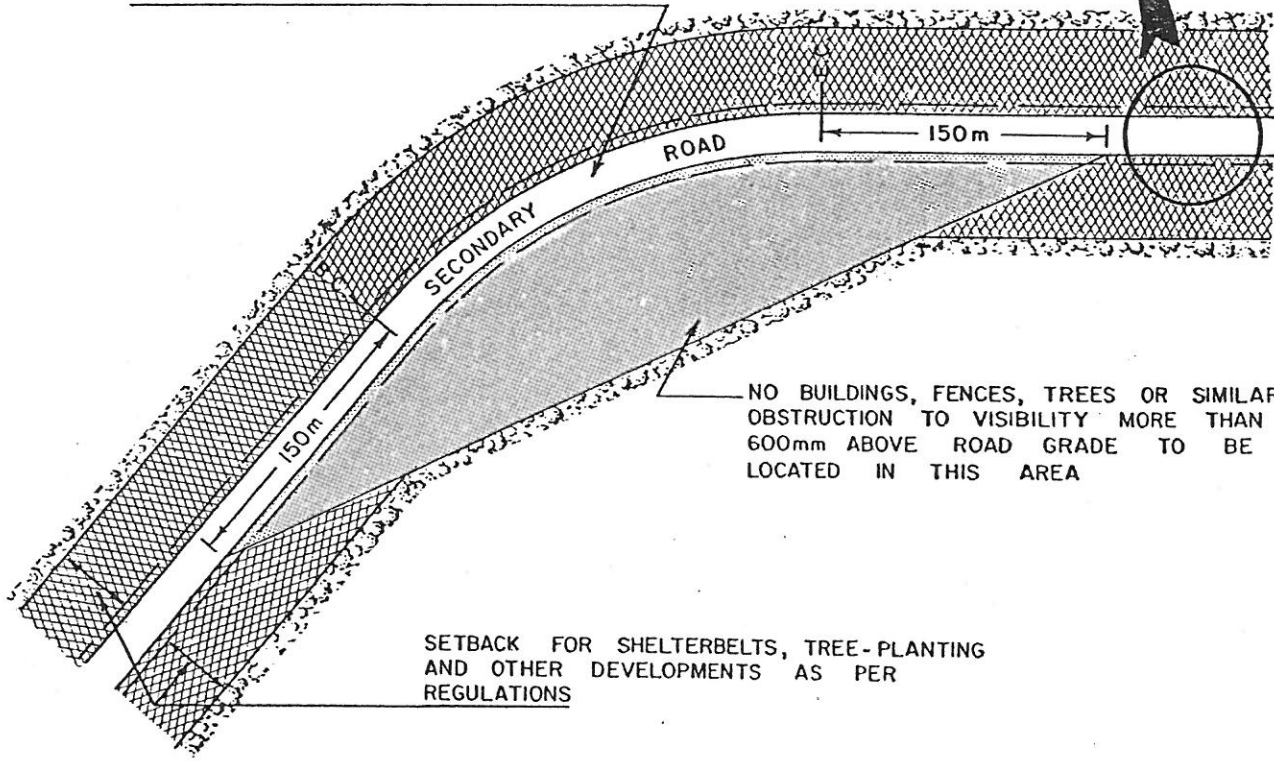


ACCESS & DEVELOPMENT CONTROL

SECONDARY ROAD - SECONDARY ROAD INTERSECTION



NO VEHICLE ACCESS
TO BE LOCATED IN THIS AREA



NO BUILDINGS, FENCES, TREES OR SIMILAR
OBSTRUCTION TO VISIBILITY MORE THAN
600mm ABOVE ROAD GRADE TO BE
LOCATED IN THIS AREA

SETBACK FOR SHELTERBELTS, TREE-PLANTING
AND OTHER DEVELOPMENTS AS PER
REGULATIONS

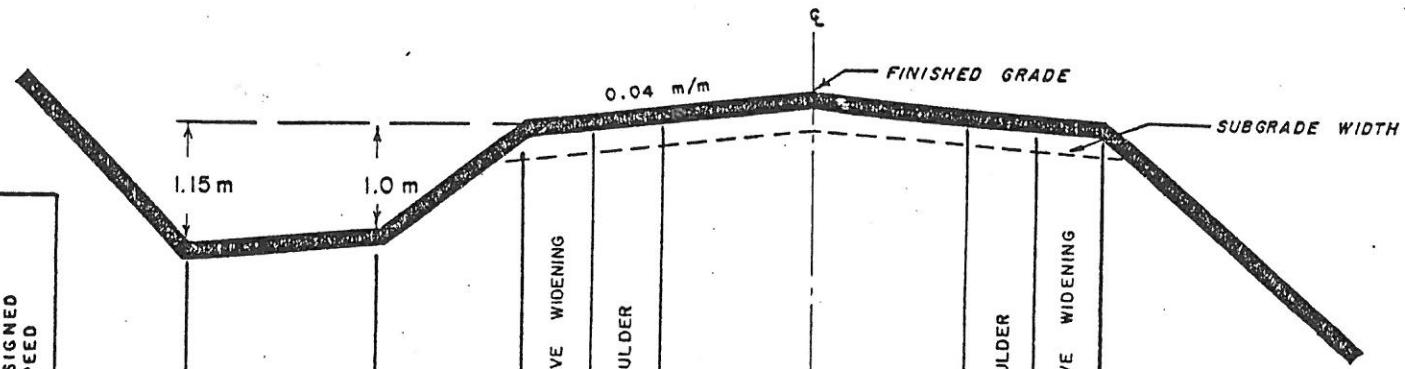
ACCESS & DEVELOPMENT CONTROL

FOR DEGREE OF CURVATURE GREATER
THAN 2 DEGREES

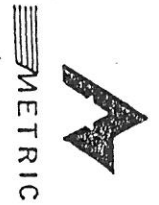


CROSS-SECTION ELEMENTS

RESIDENTIAL SUBDIVISION - RURAL STANDARD



ROAD CLASSIFICATION	H.V.C. DESIGNATION	DESIGNED SPEED Km/h.	BACK SLOPE	DITCH WIDTH	SIDE SLOPE	CURVE WIDENING	SHOULDER	NUMBER OF TRAVELED LANES	FINISHED PAVED WIDTH	SHOULDER	CURVE WIDENING	STEEP FILL SLOPES ONLY	
												WITHOUT GUIDE RAIL	WITH GUIDE RAIL
SUBDIVISION CUL-DE-SAC	RLU-50	50	3:1	3.0 m	3:1	1.0 m.	—	2	7.5 m.	—	1.0 m.	3:1	2:1
SUBDIVISION MINOR COLLECTOR	RCU-60	60	3:1	3.0 m	3:1	1.0 m.	0.5 m.	2	8.0 m.	0.5 m.	1.0 m.	3:1	2:1
SUBDIVISION MAJOR COLLECTOR	RCU-80	80	3:1	3.0 m	3:1	1.0 m.	1.0 m.	2	9.5 m.	1.0 m.	1.0 m.	3:1	2:1
GOV'T ROAD ALL'CE MINOR COLLECTOR	RCU-80	80	3:1	3.0 m.	3:1	1.0 m.	1.0 m.	2	9.5 m.	1.0 m.	1.0 m.	3:1	2:1
GOV'T ROAD ALL'CE MAJOR COLLECTOR	RCU-80	80	3:1	3.0 m.	3:1	1.0 m.	1.5 m.	2	10.0 m.	1.5 m.	1.0 m.	3:1	2:1
GOV'T ROAD ALL'CE SECONDARY ROAD	RAU-100	100	3:1	4.0 m.	4:1	1.0 m.	2.0 m.	2	11.0 m.	2.0 m.	1.0 m.	3:1	2:1

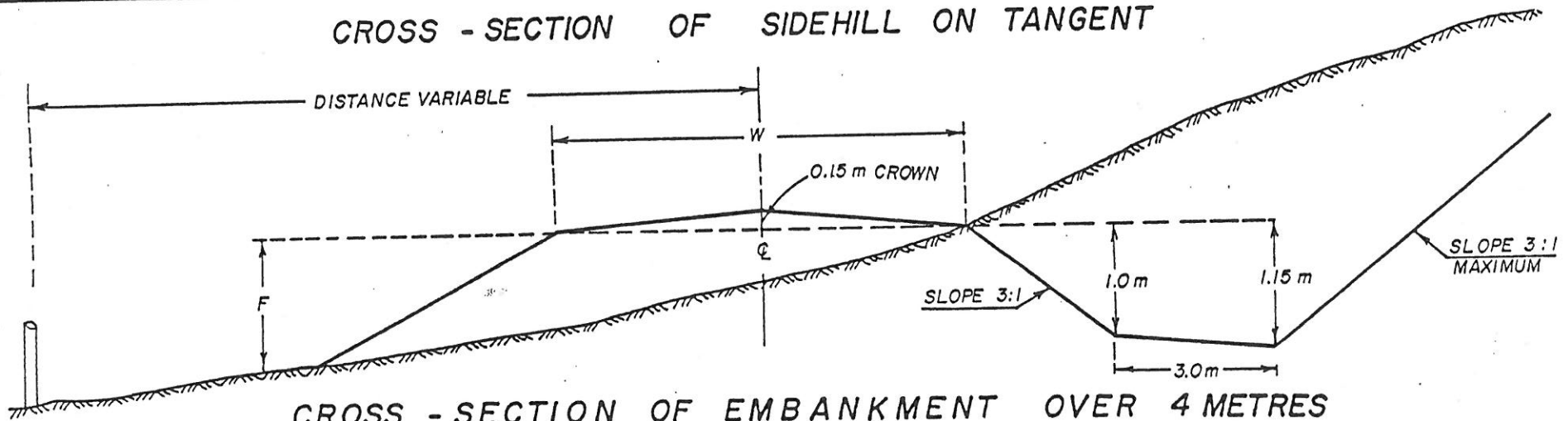


- NOTE:**
- (1) THE ABOVE ARE MINIMUM REQUIREMENTS, IN SANDY SOILS OR SOILS HIGHLY SUSCEPTIBLE TO WIND OR WATER ERROSION SLOPES OF 4:1 RATIO OR BETTER SHALL BE ATTAINED.
 - (2) THE THICKNESS OF THE PAVEMENT STRUCTURE SHALL GOVERN THE SUBGRADE WIDTH.

STEWART, WEIR & Co.

ITEM 4.2 - ATTACHMENT #3 - Page 50 of 65

CROSS - SECTION OF SIDEHILL ON TANGENT



R/W LIMIT

NOTE:
 ADDITIONAL WIDTH OF 2.0m FOR
 EMBANKMENTS WHERE "F" IS
 GREATER THAN 4 METRES

EARTH CUT SECTION

WIDTH OF DITCH - 3.0 m MINIMUM
 DITCH CROSS SLOPE - 0.05 m/m

EARTH FILL SECTION

3:1 SLOPE FOR AVERAGE FILL LESS THAN 3 METRES
 W = FINISHED PAVED WIDTH

STANDARD CROSS - SECTION

FOR

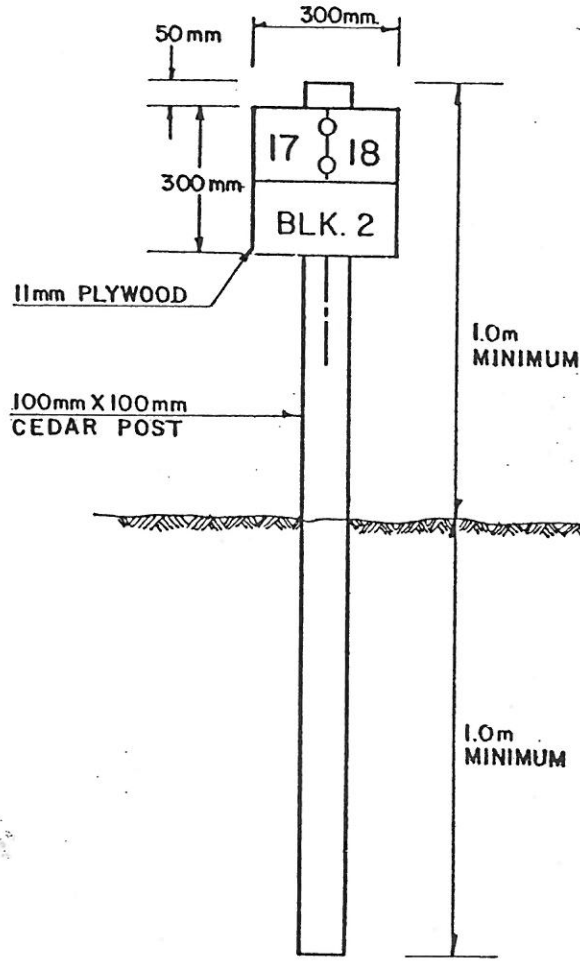
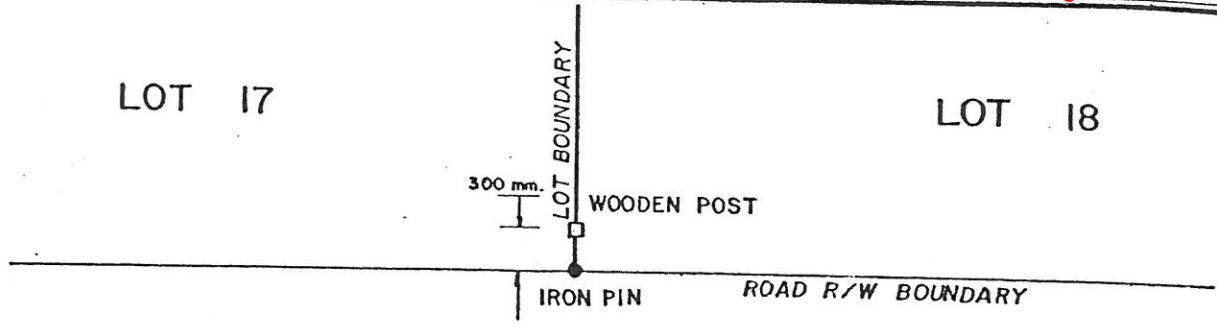
SUBDIVISION ROAD

Classification	W = width
RLU 50	7.5 m
RCU 60	8.0 m
RCU 80	9.5 m



LOT 17

LOT 18



FRONT VIEW
N.T.S.

NOTES

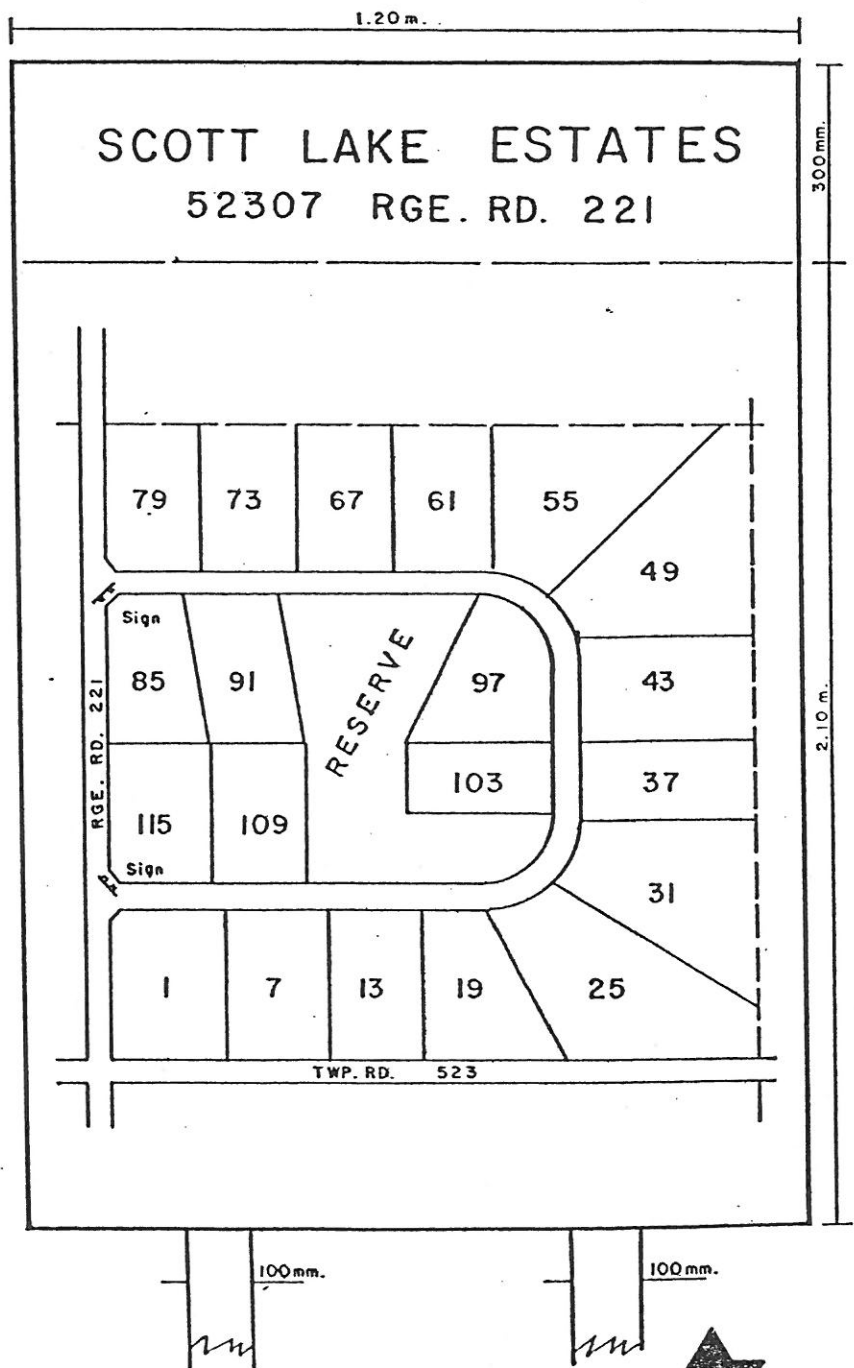
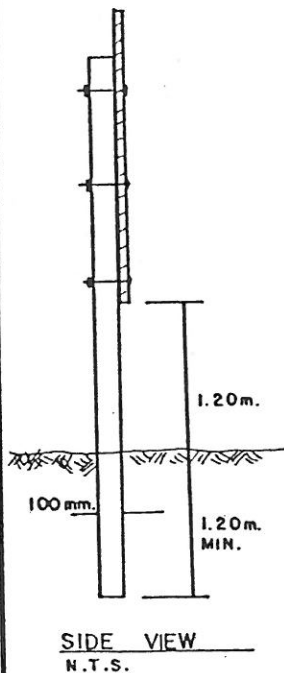
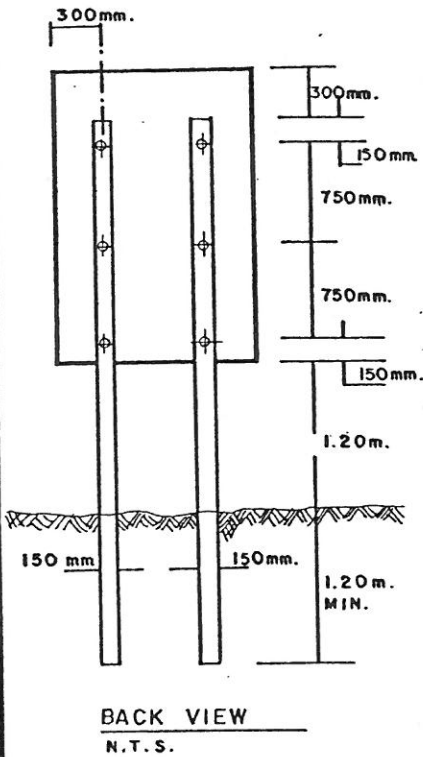
- (1) POST 100mm.X100mm..PRESSURE TREATED CEDAR- PAINTED WHITE.
- (2) SIGN TO BE FASTENED BY 2- 6 X 3/8".BOLTS.
- (3) SIGN TO BE BLACK NUMERALS ON WHITE BACKGROUND.
- (4) MAINTENANCE OF SIGN IS THE RESPONSIBILITY OF LOT OWNERS.

LOT POST DETAILS



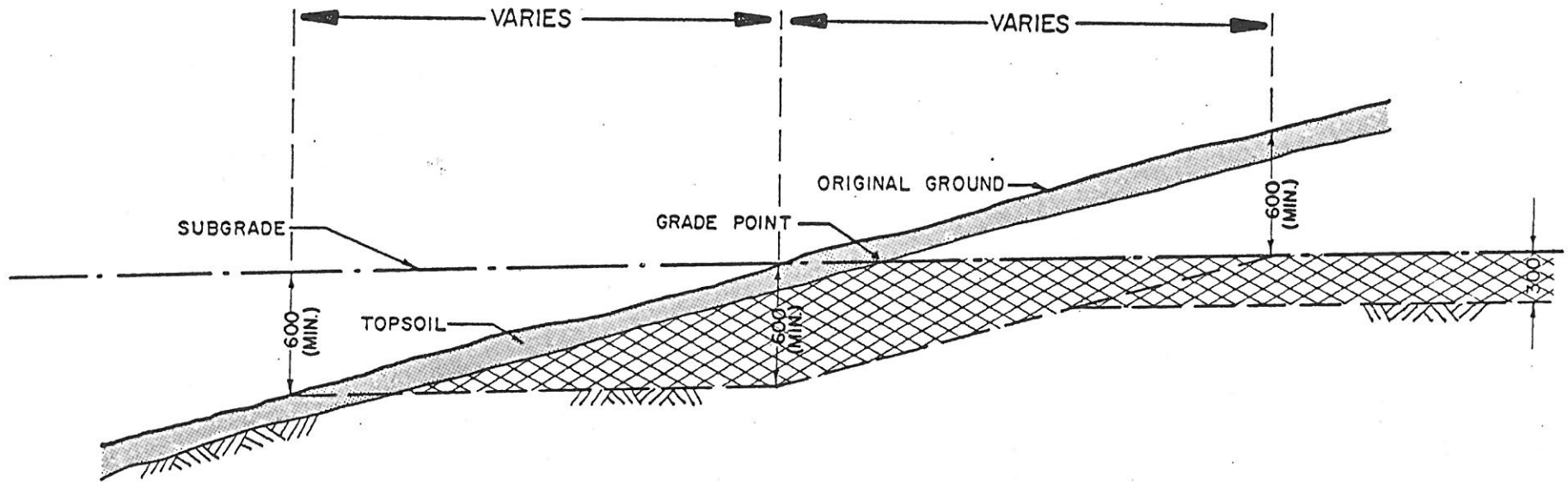
NOTES (MINIMUM REQUIREMENTS)

- (1) SIGN TO BE 1.20m. X 2.40m. X 19mm FIR PLYWOOD.
- (2) SIGN POST TO BE 100mm.X150mm. PRESSURE TREATED CEDAR-PAINTED WHITE.
- (3) POSTS TO BE A MINIMUM 1.20m. IN GROUND.
- (4) 2 POSTS PER SIGN.
- (5) SIGN TO BE BOLTED TO EACH POST WITH 3-8" X 3/4" GALVANIZED BOLTS.
- (6) SIGN TO BE LOCATED AT EACH ENTRANCE AS SHOWN ON DRAWING.
- (7) LETTERS FOR NAME TO BE BLACK AND AS LARGE AS POSSIBLE.



SUBDIVISION SIGNS



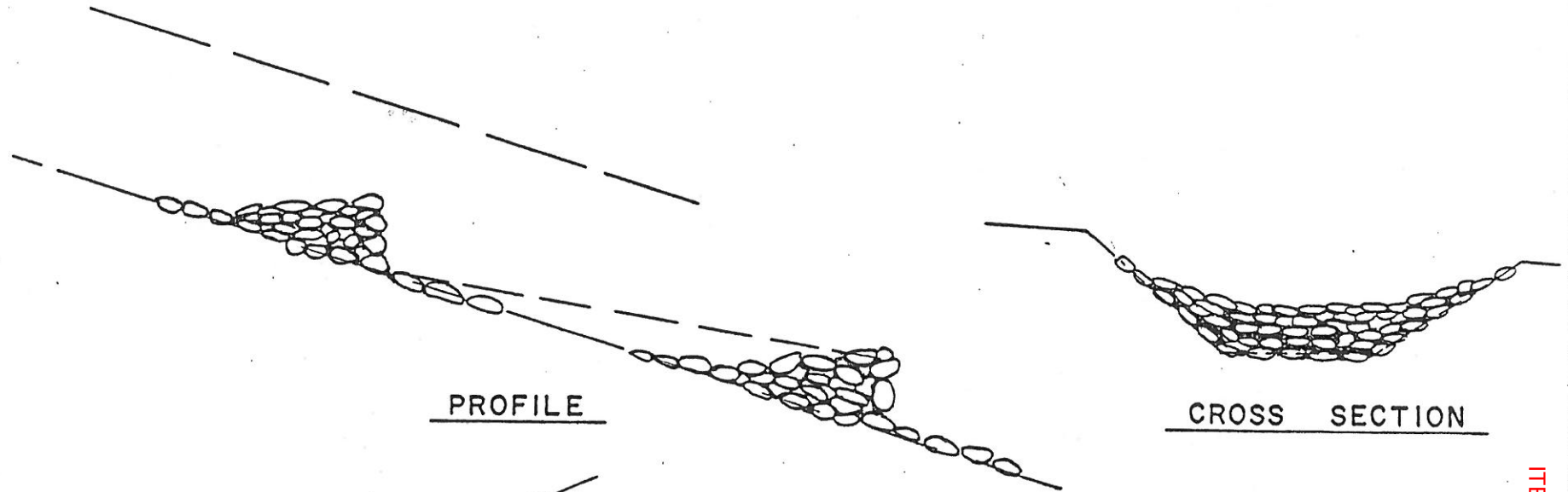


EARTH CUT & FILL METHODS AT GRADE POINTS

- NOTE:**
1. All unsuitable material shall be removed and disposed of.
 2. The material shown by cross hatch shall be removed for full width of the cross-section, replaced with acceptable material and compacted in lifts not exceeding 150 mm to 95% of standard Proctor Density. The upper 300 mm shall be compacted to 100% of standard Proctor Density.
 3. All dimensions are in millimeters unless otherwise shown.

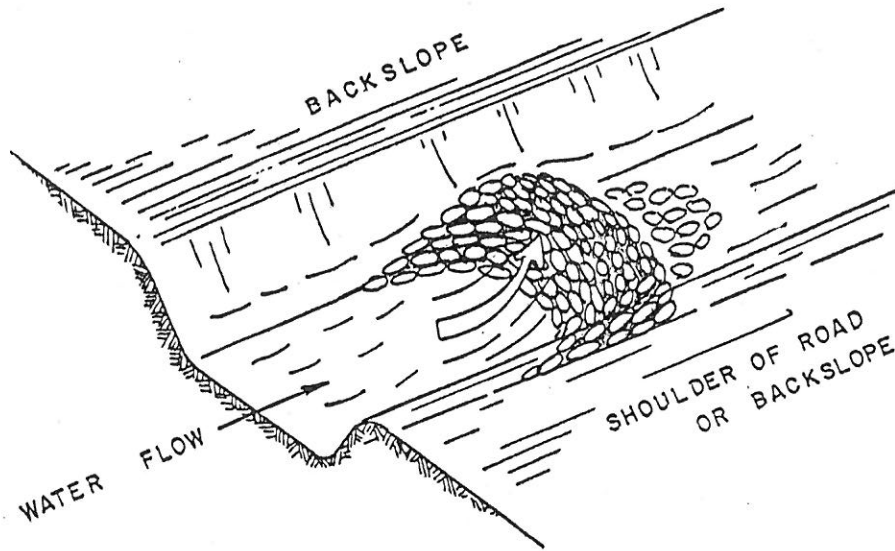


Rocks and boulders shall be selected as nearly cubical in form as practicable and of a size greater than 150 mm. The stones shall be placed with their beds at right angles to the slope, the larger stones being used in the bottom courses and the smaller stones at the top. They shall be laid in close contact so as to break joints and in such manner that the weight of the stone is carried by the earth and not by the adjacent stones.



PROFILE

CROSS SECTION



SCHEMATIC

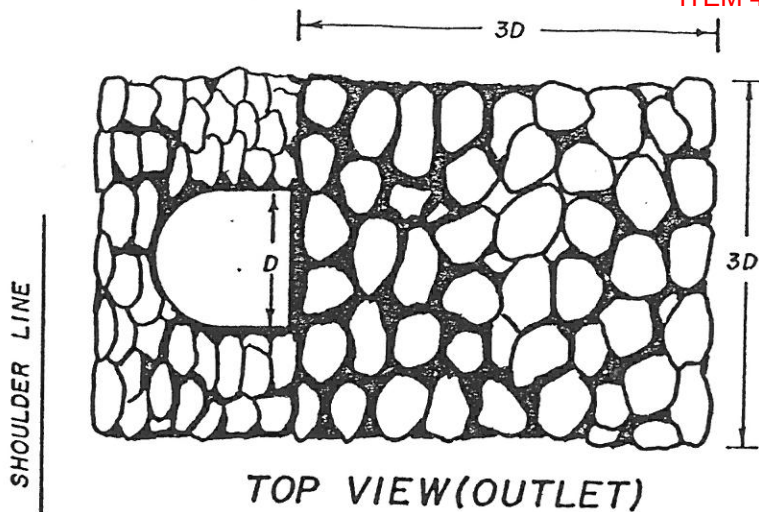
ROCK DITCH CHECKS



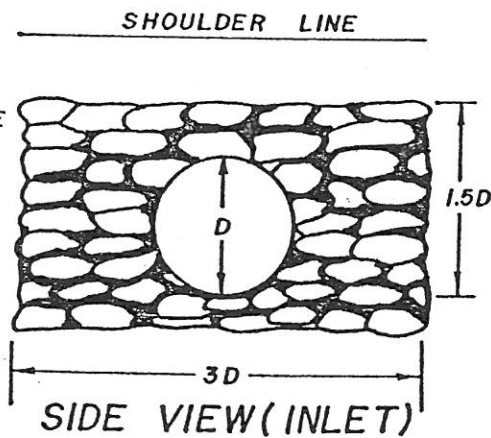
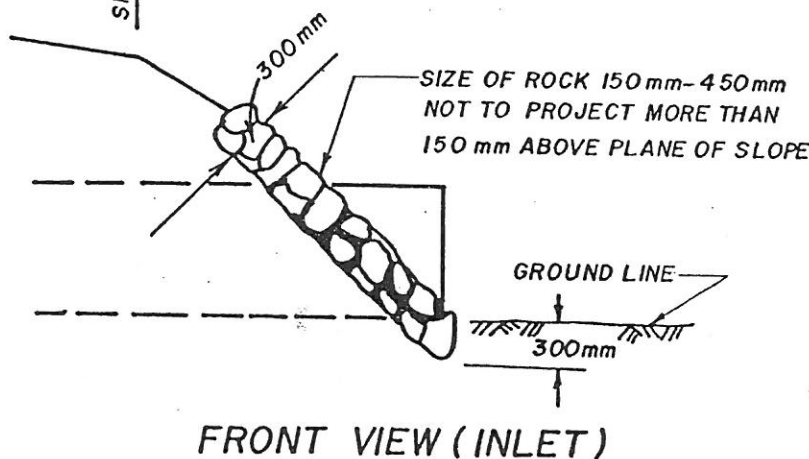
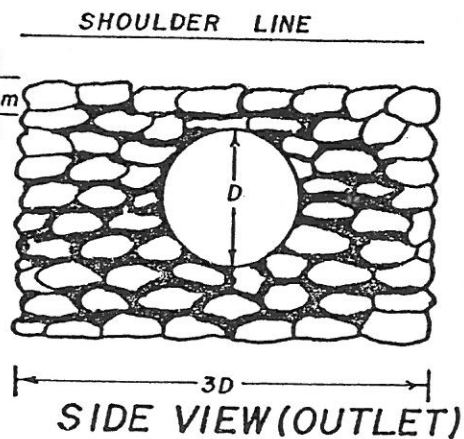
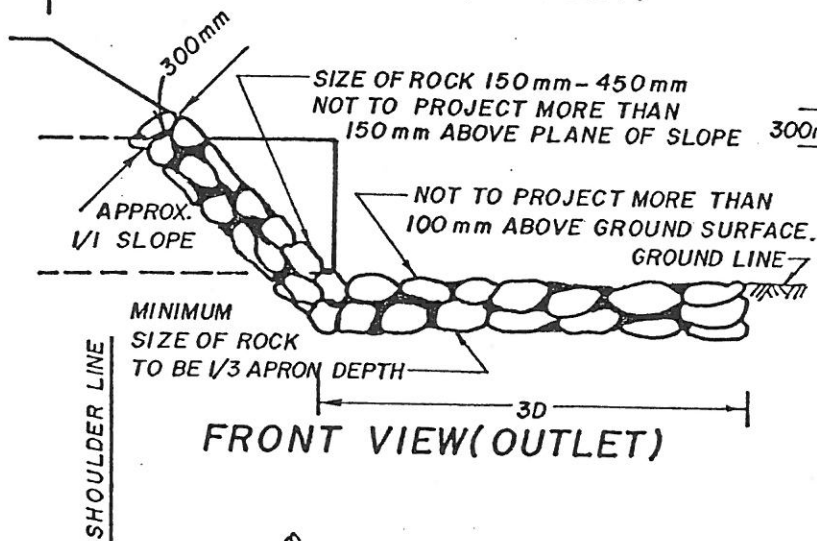
METRIC



STEWART, WEIR & Co.



DIAMETER OF PIPE D	EQUIVALENT SIZE OF PIPE ARCH
400 mm	450 mm x 340 mm
500 mm	580 mm x 390 mm
600 mm	680 mm x 480 mm
800 mm	930 mm x 645 mm
1000 mm	1160 mm x 800 mm
1200 mm	1425 mm x 960 mm
1400 mm	1660 mm x 1090 mm
1600 mm	1870 mm x 1230 mm
1800 mm	2130 mm x 1400 mm



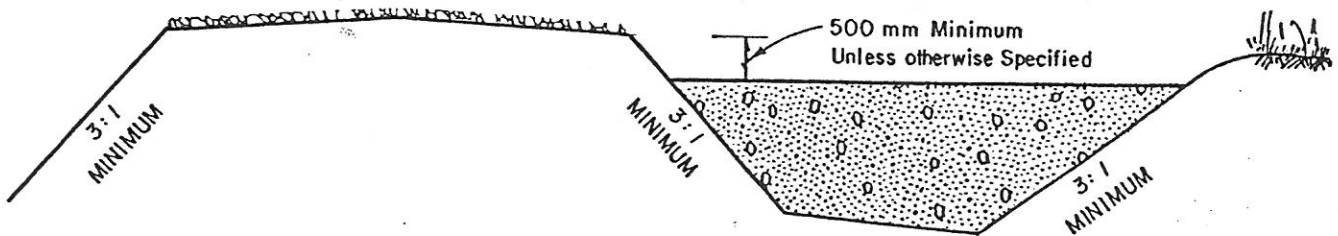
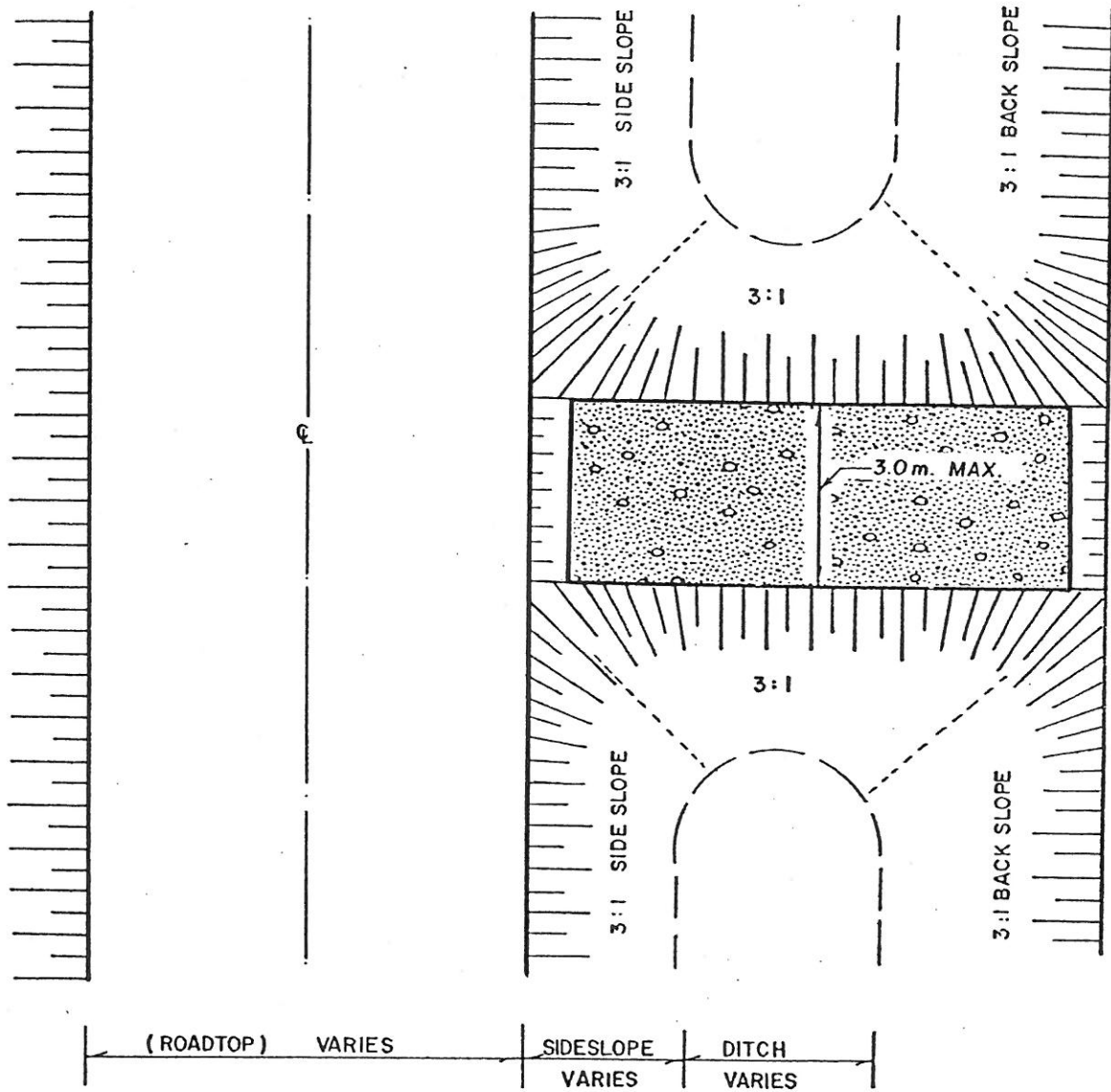
DIAMETER OF PIPE - D	400mm	500mm	600mm	800mm	1000mm	1200mm	1400mm	1600mm	1700mm	1800mm
* QUANTITY	1	2	3	5	10	13	16	20	28	33
APRON DEPTH	300mm	500mm			600mm			750mm		

*TOTAL QUANTITY OF RIP-RAP IN CUBIC METRES

HAND PLACED RIP-RAP FOR PIPE CULVERTS

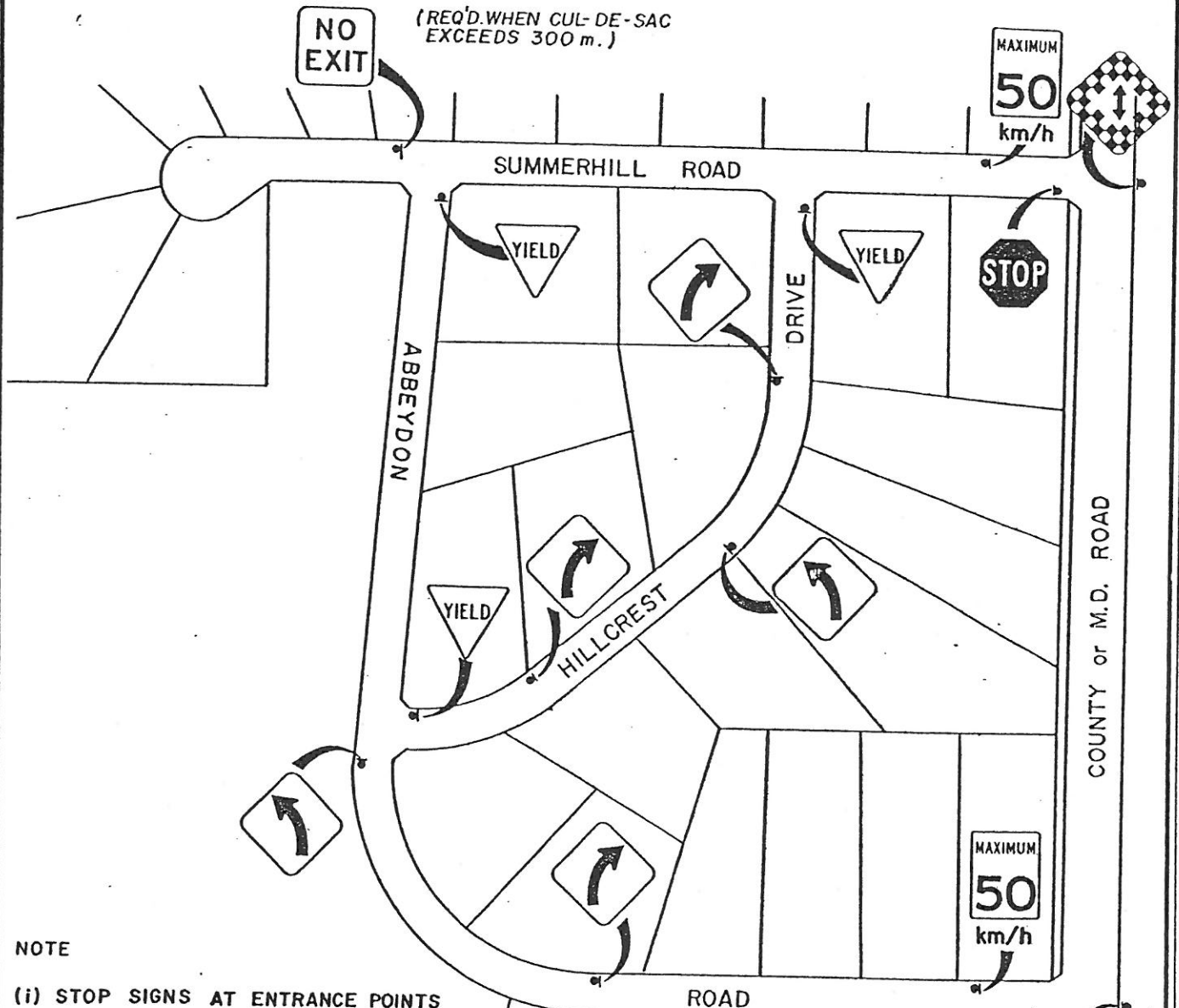


PLAN VIEW



TYPICAL CROSS-SECTION

TYPICAL VIEWS OF A DITCH BLOCK

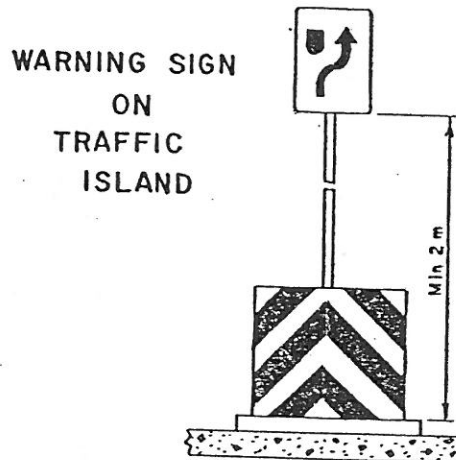
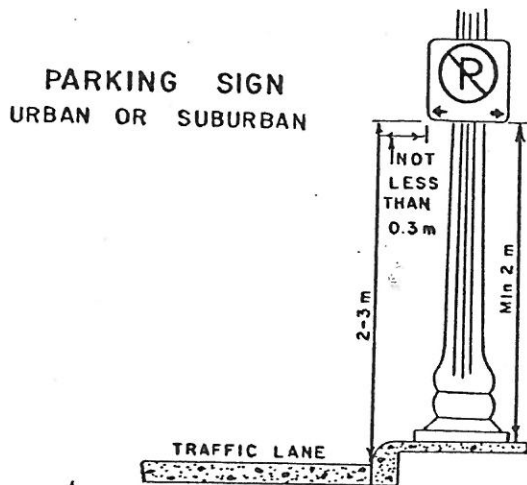
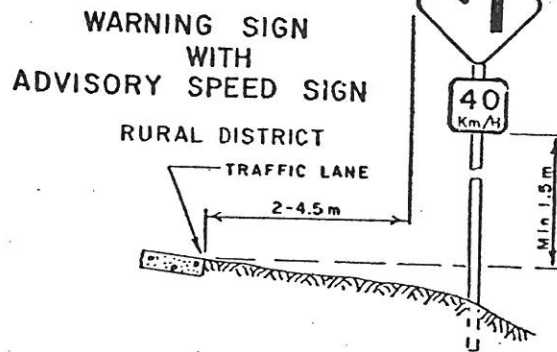
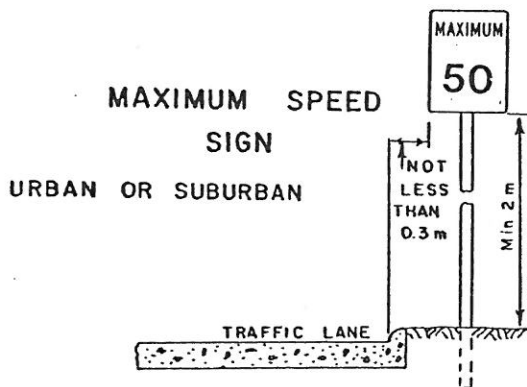
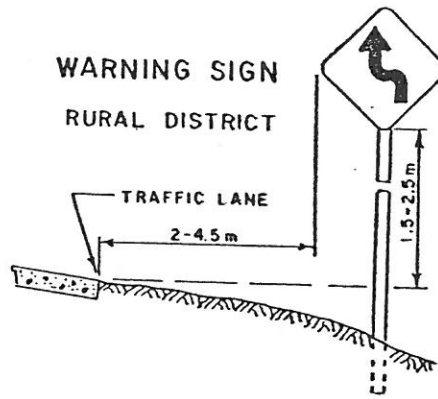
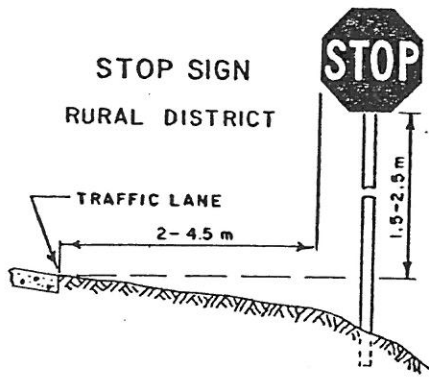


NOTE

- (i) STOP SIGNS AT ENTRANCE POINTS TO ALL COUNTY ROADS.
- (ii) 50 Km/h SPEED SIGNS AT ENTRANCES TO ALL SUBDIVISIONS.
- (iii) YIELD SIGNS AT INTERSECTIONS WITHIN SUBDIVISION.
- (iv) TURNING SIGNS AT BEGINNING OF CURVE.
- (v) ANY OTHER TRAFFIC SIGNS DEEMED NECESSARY BY MUNICIPALITY.
- (vi) STANDARD AND INSTALLATION SHALL CONFORM TO RTAC.
- (vii) ALL SIGNS SHALL BE REFLECTORIZED.

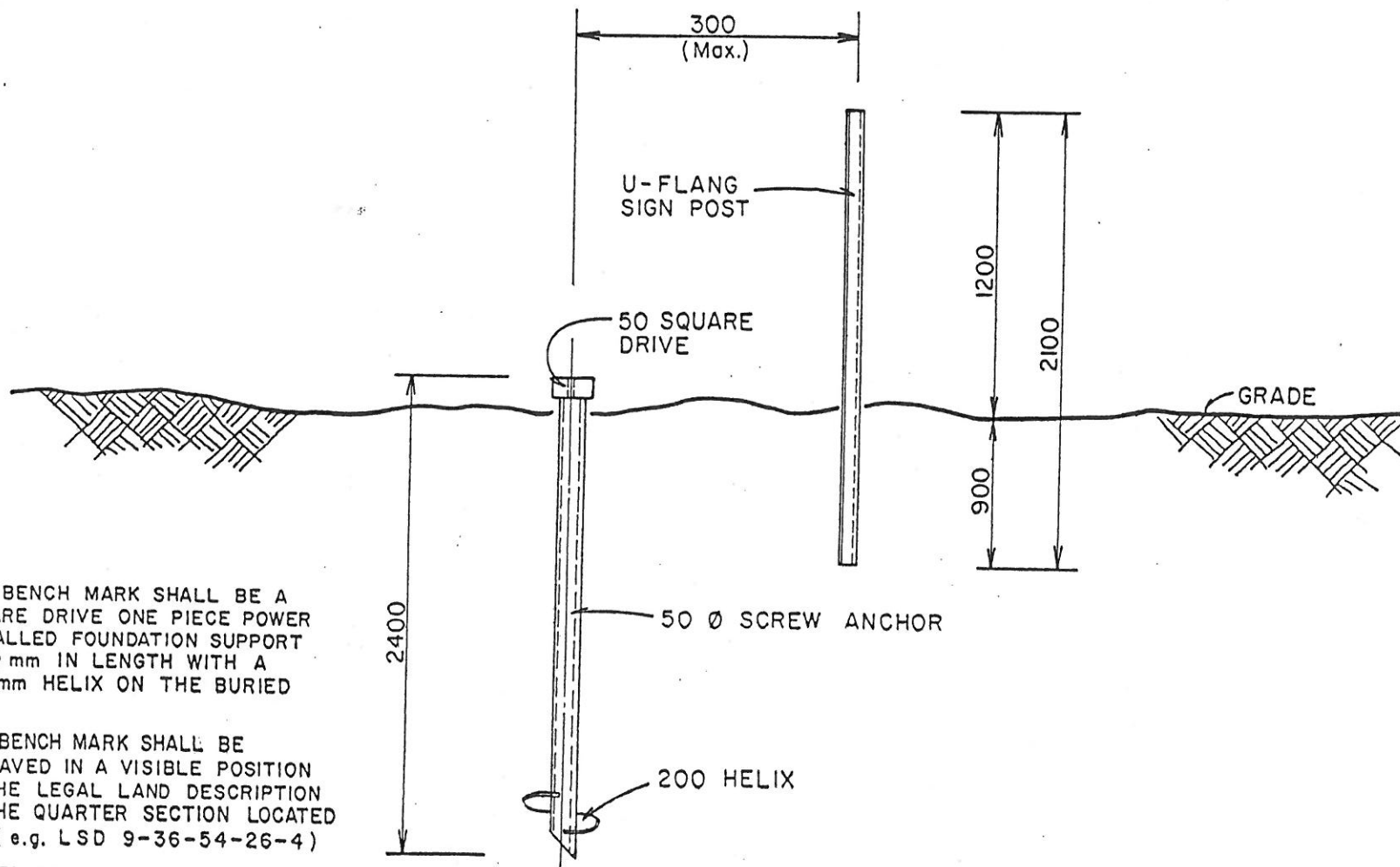
TYPICAL TRAFFIC SIGN LAYOUT

RURAL STANDARD



HEIGHT AND LATERAL LOCATION OF SIGNS

Typical installations



NOTE: THE BENCH MARK SHALL BE A SQUARE DRIVE ONE PIECE POWER INSTALLED FOUNDATION SUPPORT 2400 mm IN LENGTH WITH A 200mm HELIX ON THE BURIED END.

THE BENCH MARK SHALL BE ENGRAVED IN A VISIBLE POSITION BY THE LEGAL LAND DESCRIPTION OF THE QUARTER SECTION LOCATED IN. (e.g. LSD 9-36-54-26-4)

MARKER POST TO BE POSITIONED WITH THE OPEN U SECTION OF THE POST FACING THE NEAREST ADJACENT ROAD AND WITH THE POST LOCATED DIRECTLY BEHIND AND WITHIN 300 OF THE BENCH MARK.

ALL DIMENSIONS ARE IN MILLIMETERS.

TYPICAL BENCH MARK INSTALLATION

PROVINCE OF ALBERTA
THE LAND TITLES ACT

SPECIMEN OF DRAINAGE
EASEMENT AGREEMENT

(NAME OF OWNER)

In the Province of Alberta, hereinafter called the "Grantors" being registered owner of an estate in fee simple, in all those certain parcels or tracts of land situated in the Province of Alberta, and being part of

(LEGAL DESCRIPTION OF PROPERTY THROUGH WHICH THE RIGHT OF WAY PASSES)

DO HEREBY pursuant to an agreement between the Grantors and the County of _____ or M.D. of _____ hereinafter called the "Grantee", and in consideration of the covenants and conditions herein contained, grant and transfer unto the Grantee an exclusive easement across, and through all those portions of the above described land, required for right of way, for a drainage ditch coloured red, on a plan filed at the Land Titles Office for the North Alberta Land Registration District as Plan No. _____. (Reserving unto her Majesty all mines and minerals) for the purpose of maintaining and cleaning said drainage ditch, including the trimming and removal of all parts of trees interfering with the proper maintenance and operation thereto, on the following terms and conditions.

1. The said right, license, liberty, privilege and easement, shall be for as long a period as the Grantee, its successors, and assigns and any person or corporation to whom a franchise is granted by the Grantee desires and continues to use the drainage ditch through the right of way.

2. Upon the execution of those present and at all times hereafter, the Grantee or any person, firm or corporation to whom it has granted a franchise, may enter upon and occupy the right of way with its agents, servants, workmen and contractors, and with vehicles, machinery and equipment, for the purpose aforesaid.

- 2 -

3. The Grantors gives the Grantee a right of access to the said right of way for the purposes aforesaid, across the remainder of any land against which this easement is registered, provided that the said right of access shall only be used in the case of any emergency, and provided that the Grantee pays a reasonable compensation to the then owner of such property for any damage occasioned thereby.

4. The Grantors will not erect any building or structures upon, over or on the right of way without consent of the Grantee.

5. The Grantors agree that the Grantee performing and observing the covenants and conditions herein contained shall peaceably hold and enjoy all the rights, privileges, liberties, and covenants hereby granted without hindrance and interruptions, from the Grantors or any person or persons claiming by, through, under or in trust for them or any person or persons whomsoever.

6. The Grantee will at all times hereafter indemnify and keep the Grantor indemnified against all actions, claims and demands that may be lawfully brought or made against the Grantors by reason of anything done by the Grantee, its tenants, servants, workmen, employees or licensees, in the exercise of purported exercise of rights, licenses, liberties, privileges and easement hereby granted.

7. The Grantee agrees that it will make compensation to the Grantors for any and all damage that may be done to any buildings, fences or other structures belonging to the Grantors and arising out of or by reason of, or in the course of maintenance of the said drainage ditch.

8. The Grantors and Grantee mutually covenant and agree with each other:-

(a) That this agreement shall ensure to the benefit of and shall be binding upon the respective heirs, executors, administrators, successors, and assigns of the parties hereto.

(b) That wherever the singular or the masculine pronouns are used throughout this agreement, the same shall be construed as meaning the plural, the feminine, or the neuter, where the context or the parties so require.

(c) That this agreement and the covenants herein contained are and shall be covenants running with the land.

IN WITNESS WHEREOF the Grantor and the Grantee have signed and sealed this document this _____ day of _____ A.D., 19____.

(Grantee)
County of _____ per: _____
or M.D. of _____

(Grantor)
_____ per: _____

per: _____
per: _____

AFFIDAVIT OF EXECUTION

CANADA) I, _____ of the _____ of
PROVINCE OF ALBERTA) _____ in the Province of Alberta,
) Make Oath and Say:
TO WIT:)

THAT I was personally present and did see _____
named in the within instrument, who _____ personally known to me to be the
persons named herein, duly sign and executed at _____ of
_____ in the _____ and that I am the
subscribing witness thereto and _____ are in my belief of the full age
of eighteen years.

SWORN before me at _____)
in the Province of Alberta, Canada)
this _____ day of _____ A.D. 19____)

(Witness sign here)



REQUEST FOR DECISION	DATE	December 16, 2021	4.3
-----------------------------	------	--------------------------	------------

TOPIC	Policy Statement No. 01-40-02: Governance Policies
--------------	--

PROPOSAL	<p>BACKGROUND:</p> <p>Policy Statement No. 01-40: Governance Policies</p> <ul style="list-style-type: none"> ■ Originally adopted by Council on September 26, 2013. <p>The Purpose of this Policy addresses two valuable components:</p> <ol style="list-style-type: none"> 1. Provides a framework on Smoky Lake County's Policies. 2. Addresses the process for ongoing, strategic, periodic review and evaluation of Smoky Lake County's Policies. <p>CURRENT:</p> <p>Policy Committee Meeting: <u>Held on November 12, 2021.</u></p> <p>Administration brought forward Policy Statement No. 01-40: Governance Policies for review in respect to the County process and its methods of Policy distribution:</p> <ul style="list-style-type: none"> ▶ Change is to accommodate the reduction of paper print distribution due increasing paper costs and supply. ▶ Digital application is the current choice of personnel to locate and access information – this will replace the paper consumption of the number of pages that need to be used on an electronic device which will also have an less environmental impact. <p><u>NOTE:</u> Policy amendments apply only to Section 3.2 and 4.7 – the remaining sections within the policy remain to the current standard applied by the County to policies and procedures which clearly define and set the expectations of consistency to Policy development, with the exception of wording changes: <u>Senior Administration was changed to reflect Chief Administrative Officer or designate as well as minor grammar wording.</u></p> <p>Policy Committee Meeting – November 12, 2021 – Motion 215-21: That the Smoky Lake County Policy Committee recommend that Policy Statement No. 01-40-02: Governance Policies, be revised as per discussions held on November 12, 2021, and be brought forward to a Regular County Council meeting for amendment.</p>
-----------------	---

	<p>PROPOSAL:</p> <p>Therefore, as discussed at the November 12, 2021 - Policy Committee Meeting: Consensus is to proceed and reduce the volume amount of Paper print copies of the policies and incorporate the alternative of digital technology, which will:</p> <ul style="list-style-type: none"> √ be easier and quicker to access information. √ reduce huge scope for paper duplication to the current methods of updating 20 Binder Policy Manuals. √ still retain “Hardcopy” to keep Policy information on paper version as copy protection by storage in the vault. <p><u>Recommending:</u> To proceed with Policy Statement NO. 01-40-02: Governance Policies as per amendments incorporated based on the discussions held at the County Council Policy Committee meeting of November 12, 2021.</p>	
CORRELATION TO BUSINESS (STRATEGIC) PLAN		
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		MUNICIPAL GOVERNMENT ACT Section 201: Policy Development.
BENEFITS	<ul style="list-style-type: none"> ▪ Policies are essential to good government and to an understanding of the continuity of Council decision-making. ▪ Sound decision-making to ensure Policies are implemented and applied in a consistent way. ▪ Provides a process/framework for the ongoing, strategic, periodic review and evaluation of Smoky Lake County Policies. ▪ Easier and quicker to access information. ▪ Huge scope for paper reduction to the current methods of updating 20 Binder Policy Manuals. 	
DISADVANTAGES	<ul style="list-style-type: none"> ▪ N/A 	
ALTERNATIVES	<ul style="list-style-type: none"> ▪ 	
FINANCE/BUDGET IMPLICATIONS		
Operating Costs:	_____	Capital Costs: _____
Budget Available:	_____	Source of Funds: _____
Budgeted Costs:	_____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A	
COMMUNICATION STRATEGY		
RECOMMENDATION		
<p>Recommendation:</p> <p>That Smoky Lake County amend Policy Statement No. 01-40-02: Governance Policies.</p>		
CHIEF ADMINISTRATIVE OFFICER		



SMOKY LAKE COUNTY

Title: Governance Policies	Policy No.: 40-01
Section: 01	Code: P-I
	Page No.: 1 of 5 <i>E</i>

Legislation Reference:	Alberta Provincial Statutes
-------------------------------	-----------------------------

Purpose:	<p>Policies are essential to good government and to an understanding of the continuity of Council decision-making.</p> <p>To provide a process/framework for the ongoing, strategic, periodic review and evaluation of Smoky Lake County Policies.</p>
-----------------	--

Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Policies reflect Council's view of what is to be done in order to achieve and may be part of a broad, long-term planning process. It provides a framework for the delegation of decision-making, eliminates misunderstanding, reduces uncertainties and enables goals and objectives to be met.
1.2	These policies mandate various functions of Smoky Lake County, and where necessary, establish the procedures by which the functions are performed.
2. OBJECTIVES:	
2.1	To clearly state and compile Policies of the Council.
2.2	Establish procedures for the preparation, distribution and maintenance of Council policies and the Council "Governance Policy Manual".
2.3	Review and evaluate all Policies to ensure that they remain effective, current, appropriate and aligned with provincial/federal legislation and Smoky Lake County's Strategic Plan.
3. GUIDELINES:	
3.1	Types of Policies:
3.1.1	Policies of Intent (P-I): Are policies which are broadly-based dealing with long-term issues, reflecting the intention of Council to take certain actions on the goals and priorities of the community.

Title: Governance Policies		Policy No.: 40-01
Section: 01	Code: P-I	Page No.: 2 of 5 E

Policy Statement and Guidelines:	
<p>3.1.2</p> <p>3.1.3</p> <p>3.1.4</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.4.1</p> <p>3.4.2</p> <p>3.4.3</p> <p>3.4.4</p> <p>3.4.5</p> <p>3.5</p> <p>3.6</p>	<p>Situational Policies (P-S): Refer to those which are established by Council in response to a particular circumstance or occurrence which may not have been foreseen in the course of normal decision-making.</p> <p>Routine Policies (P-R): Are policies which are drafted in response to ongoing issues or to issues which can be anticipated in advance.</p> <p>Administrative Policies (P-A): Are policies which deal with day-to-day issues falling within the mandate and authority allocated to the Chief Administrative Officer.</p> <p>The established "Governance Policy Manual" shall contain all County Policy Statements adopted by resolution of the Council.</p> <p>All Policy Statements of the Council shall be prepared in writing. Once adopted by resolution, statements of policy will be reproduced, distributed and included in the "Governance Policy Manual" accompanied by the Policy number and the effective date.</p> <p>Each Policy Statement shall include:</p> <p>The Purpose of the Policy.</p> <p>The Policy Statement shall identify the Objective, Definitions, Guidelines and Procedures, when necessary.</p> <p>Cross reference notations as to appropriate provisions, in accordance with Alberta Provincial Statutes or Bylaws.</p> <p>Amendments referenced to history, with dates that reflect when changes were made.</p> <p>A Policy number as assigned by Senior Administration.</p> <p>The Senior Administration shall be responsible for the preparation, continuing maintenance and distribution of the "Governance Policy Manual", and the inclusion of amendments.</p> <p>The "Governance Policy Manual" will be accessible to all employees of Smoky Lake County and to the general public via internet.</p>

Title: Governance Policies		Policy No.: 40-01
Section: 01	Code: P-I	Page No.: 3 of 5 <i>E</i>

Policy Statement and Guidelines:	
<p>3.7 Each Policy Statement has a responsible Department and it shall be the responsibility of the Department to:</p> <p style="margin-left: 40px;">3.7.1 Periodically review their assigned policies.</p> <p style="margin-left: 40px;">3.7.2 Provide appropriate revisions and cross references as necessary.</p> <p style="margin-left: 40px;">3.7.3 Review policies and provide revisions as requested by Council or as recommended by Senior Administration to Council.</p> <p>3.8 The Assistant Chief Administrative Officer is responsible to:</p> <p style="margin-left: 40px;">3.8.1 Assist Departments in the legislative and legal review of Policies.</p> <p style="margin-left: 40px;">3.8.2 Ensure that policies are tracked for review by Departments.</p> <p>4. PROCEDURES:</p> <p>4.1 Council, any Council Committee, the Chief Administrative Officer and Managers may initiate Policy proposals for consideration by Council.</p> <p>4.2 Council or the Policy Committee may review the "Governance Policy Manual", at any time, to determine which, if any, policies need to be reviewed or rescinded.</p> <p style="margin-left: 40px;">4.2.1 Nothing in this Policy shall prevent the earlier review or evaluation of a Policy, if circumstances so warrant.</p> <p style="margin-left: 40px;">4.2.2 Where Provincial or Federal legislation or the text of a County policy dictates a more frequent review, the legislation or policy text shall prevail over this policy.</p> <p>4.3 Senior Administration and Council shall formally review the policies in the "Governance Policy Manual" as required to determine which policies need to be amended.</p> <p>4.4 Senior Administration will be responsible for assignment of tentative and final policy numbers to a proposed policy.</p> <p>4.5 Proposed Council policies will follow the policy approval process as per <i>Policy Statement No. 01-22: Policy Committee: Terms of Reference</i> already established for Smoky Lake County. All proposed policy drafts or revisions will be forwarded by Senior Administration, the Policy Committee or Council, and then to Council for final consideration.</p>	

Title: Governance Policies		Policy No.: 40-01
Section: 01	Code: P-I	Page No.: 4 of 5 <i>E</i>

Policy Statement and Guidelines:	
4.6	Once Council officially approves and adopts the proposed Policy Statement, the Senior Administration will be responsible for publication of the Policy and distribution.
4.7	As required, the Senior Administration will update the "Governance Policy Manual".
4.8	<i>Schedule "A": Smoky Lake County – Policy Review Schedule</i> will be created and updated to serve as a tracking tool to determine which policies need to be reviewed.
4.8.1	Administration will develop Schedule "A" as a Plan track Policy Review dates. As each Policy will be reviewed it will be documented and the review date on the Summary plan will be revised accordingly to the next scheduled review date.
4.8.2	A Summary Schedule on the Review of Policies will be reported to Council on the progress at each quarterly scheduled Strategic Plan Meeting.

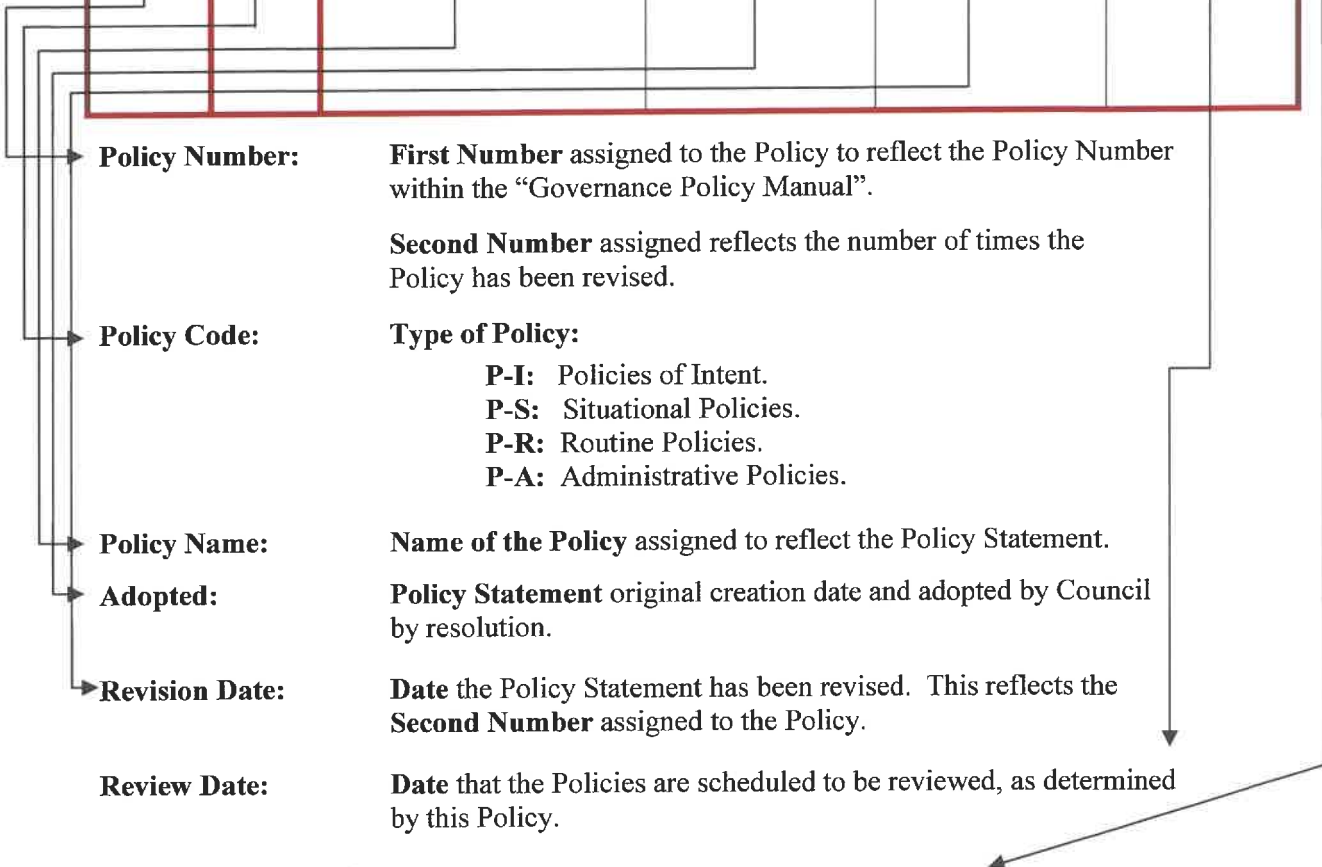
	Date	Resolution Number
Approved	September 26, 2013	#953-13 - Page # 10820
Amended		
Amended		



SCHEDULE "A"

**SMOKY LAKE COUNTY – POLICY REVIEW SCHEDULE
Template – Sample**

Policy Number	Policy Code	Policy Name	Adopted	Last Amended	Next Review
01 GENERAL GOVERNMENT SERVICES					
01-02	P-I	Procedures and Transacting of Organizational Meeting	February 23, 1984	February 24, 2000	February 2012



Policy Number: **First Number** assigned to the Policy to reflect the Policy Number within the "Governance Policy Manual".

Second Number assigned reflects the number of times the Policy has been revised.

Policy Code:

Type of Policy:

- P-I:** Policies of Intent.
- P-S:** Situational Policies.
- P-R:** Routine Policies.
- P-A:** Administrative Policies.

Policy Name:

Name of the Policy assigned to reflect the Policy Statement.

Adopted:

Policy Statement original creation date and adopted by Council by resolution.

Revision Date:

Date the Policy Statement has been revised. This reflects the **Second Number** assigned to the Policy.

Review Date:

Date that the Policies are scheduled to be reviewed, as determined by this Policy.

Policy Governance Manual:

Section Areas:

- 01: General Government Services**
- 12: Assessment and Taxation**
- 13: Tax Recovery and Municipal Property**
- 14: Risk Management**
- 15: Human Resources**
- 02: Protective Services**
- 03: Transportation Services**
- 04: Environmental Health Services**
- 05: Public Health and Welfare Services**
- 06: Environmental Development Services**
- 61: Planning, Development and Subdivision Control**
- 62: Agricultural Service Board**
- 07: Recreation and Cultural Services**
- 08: Fiscal Services**
- 09: Natural Gas**



SMOKY LAKE COUNTY

Title: Governance Policies		Policy No.: 40-02
Section: 01	Code: P-I	Page No.: 1 of 5 <i>E</i>

Legislation Reference:	Alberta Provincial Statutes
-------------------------------	-----------------------------

Purpose:	<p>Policies are essential to good government and to an understanding of the continuity of Council decision-making.</p> <p>To provide a process/framework for the ongoing, strategic, periodic review and evaluation of Smoky Lake County Policies.</p>
-----------------	--

Policy Statement and Guidelines:
<p>1. STATEMENT:</p> <p>1.1 Policies reflect Council's view of what is to be done in order to achieve and may be part of a broad, long-term planning process. It provides a framework for the delegation of decision-making, eliminates misunderstanding, reduces uncertainties and enables goals and objectives to be met.</p> <p>1.2 These policies mandate various functions of Smoky Lake County, and where necessary, establish the procedures by which the functions are performed.</p> <p>2. OBJECTIVES:</p> <p>2.1 To clearly state and compile Policies of the Council.</p> <p>2.2 Establish procedures for the preparation, distribution and maintenance of Council policies.</p> <p>2.3 Review and evaluate all Policies to ensure that they remain effective, current, appropriate and aligned with provincial/federal legislation and Smoky Lake County's Strategic Plan.</p> <p>3. GUIDELINES:</p> <p>3.1 Types of Policies:</p> <p>3.1.1 Policies of Intent (P-I): Are policies which are broadly-based dealing with long-term issues, reflecting the intention of Council to take certain actions on the goals and priorities of the community.</p> <p>3.1.2 Situational Policies (P-S): Refer to those which are established by Council in response to a particular circumstance or occurrence which may not have been foreseen in the course of normal decision-making.</p>

Title: Governance Policies		Policy No.: 40-02
Section: 01	Code: P-I	Page No.: 2 of 5 <i>E</i>

Policy Statement and Guidelines:

- 3.1.3 **Routine Policies (P-R):** Are policies which are drafted in response to ongoing issues or to issues which can be anticipated in advance.
- 3.1.4 **Administrative Policies (P-A):** Are policies which deal with day-to-day issues falling within the mandate and authority allocated to the Chief Administrative Officer.
- 3.2 All Policy Statements of the Council shall be prepared in writing. Once adopted by resolution, statements of policy will be posted to the Smoky Lake County website and distributed to a "Master Copy Governance Policy Manual" and retained in the vault. A paper copy will be reproduced and distributed to the Assistant Chief Administrative Office. An electronic version of the policy will be saved to a USB flash drive and stored in the vault.
- 3.3 Each **Policy Statement** shall include:
 - 3.4.1 The Purpose of the Policy.
 - 3.4.2 The Policy Statement shall identify the Objective, Definitions, Guidelines and Procedures, when necessary.
 - 3.4.3 Cross reference notations as to appropriate provisions, in accordance with Alberta Provincial Statutes or Bylaws.
 - 3.4.4 Amendments referenced to history, with dates that reflect when changes were made.
 - 3.4.5 A Policy number as assigned by Senior Administration.
- 3.5 The Chief Administrative officer or designate shall be responsible for the preparation, continuing maintenance and distribution of the Governance policies and the inclusion of amendments.
- 3.6 The Governance policies will be accessible to all employees of Smoky Lake County and to the general public via the Smoky Lake County website.
- 3.7 Each Policy Statement has a responsible Department and it shall be the responsibility of the Department to:
 - 3.7.1 Periodically review their assigned policies.
 - 3.7.2 Provide appropriate revisions and cross references as necessary.
 - 3.7.3 Review policies and provide revisions as requested by Council or as recommended by Chief Administrative Officer or designate to Council.

Title: Governance Policies		Policy No.: 40-02
Section: 01	Code: P-I	Page No.: 3 of 5 <i>E</i>

Policy Statement and Guidelines:

3.8 The Assistant Chief Administrative Officer is responsible to:

3.8.1 Assist Departments in the legislative and legal review of Policies.

3.8.2 Ensure that policies are tracked for review by Departments.

4. PROCEDURES:

4.1 Council, any Council Committee, the Chief Administrative Officer and Managers may initiate Policy proposals for consideration by Council.

4.2 Council or the Policy Committee may review the "Governance Policy Manual", at any time, to determine which, if any, policies need to be reviewed or rescinded.

4.2.1 Nothing in this Policy shall prevent the earlier review or evaluation of a Policy, if circumstances so warrant.

4.2.2 Where Provincial or Federal legislation or the text of a County policy dictates a more frequent review, the legislation or policy text shall prevail over this policy.

4.3 The Chief Administrative Officer or designate and Council shall formally review the policies in the "Governance Policy Manual" as required to determine which policies need to be amended.

4.4 The Chief Administrative Officer or designate will be responsible for assignment of tentative and final policy numbers to a proposed policy.

4.5 Proposed Council policies will follow the policy approval process as per *Policy Statement No. 01-22: Policy Committee: Terms of Reference* already established for Smoky Lake County. All proposed policy drafts or revisions will be forwarded by the Chief Administrative Officer or designate, the Policy Committee or Council, and then to Council for final consideration.

4.6 Once Council officially approves and adopts the proposed Policy Statement, the Chief Administrative Officer or designate will be responsible for publication of the Policy and distribution.

4.7 As required, the Chief Administrative Officer or designate will update the amended or adopted policy and send it to the Communications Department to post on the Smoky Lake County Website. Paper copies will be distributed between a "Master Copy Governance Policy Manual" and retained in the vault and a paper copy will be reproduced and distributed to the Assistant Chief Administrative Officer. To prevent any electronic loss, all of the Governance policies will also be kept on a USB flash drive and kept in the vault.

Title: Governance Policies		Policy No.: 40-02
Section: 01	Code: P-I	Page No.: 4 of 5 E

Policy Statement and Guidelines:	
4.8	Schedule "A": Smoky Lake County – Policy Review Schedule will be created and updated to serve as a tracking tool to determine which policies need to be reviewed.
4.8.1	Administration will develop Schedule "A" as a Plan to track Policy Review date. As each Policy will be reviewed it will be documented and the review date on the Summary plan will be revised accordingly to the next scheduled review date.
4.8.2	A Summary Schedule on the Review of Policies will be reported to Council on the progress at each quarterly scheduled Strategic Plan Meeting.

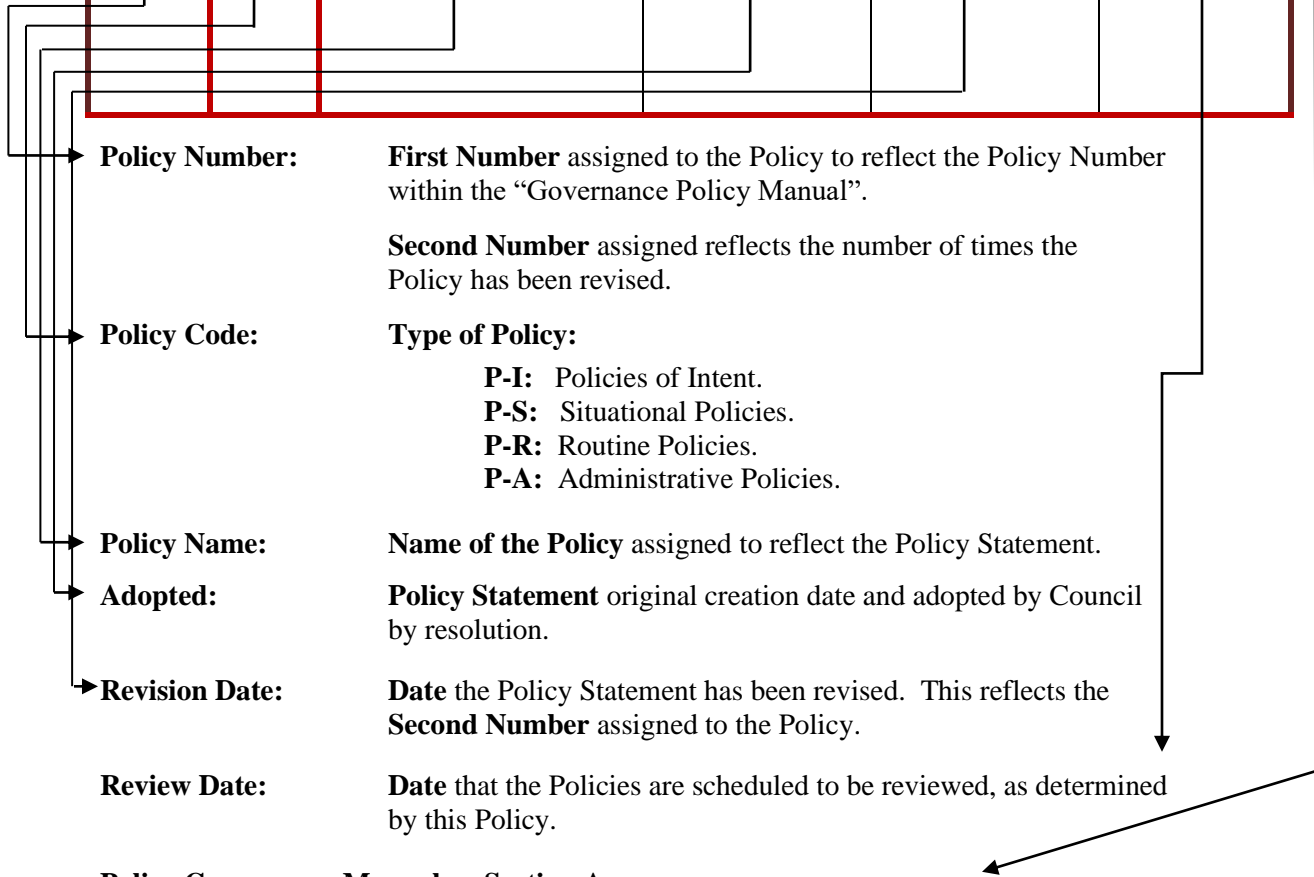
	Date	Resolution Number
Approved	September 26, 2013	#953-13 - Page # 10820
Amended	December 16, 2021	
Amended		



SCHEDULE "A"

**SMOKY LAKE COUNTY – POLICY REVIEW SCHEDULE
Template – Sample**

Policy Number	Policy Code	Policy Name	Adopted	Last Amended	Next Review
01 GENERAL GOVERNMENT SERVICES					
01-02	P-I	Procedures and Transacting of Organizational Meeting	February 23, 1984	February 24, 2000	February 2012



Policy Number: **First Number** assigned to the Policy to reflect the Policy Number within the “Governance Policy Manual”.
Second Number assigned reflects the number of times the Policy has been revised.

Policy Code: **Type of Policy:**
P-I: Policies of Intent.
P-S: Situational Policies.
P-R: Routine Policies.
P-A: Administrative Policies.

Policy Name: **Name of the Policy** assigned to reflect the Policy Statement.

Adopted: **Policy Statement** original creation date and adopted by Council by resolution.

Revision Date: **Date** the Policy Statement has been revised. This reflects the **Second Number** assigned to the Policy.

Review Date: **Date** that the Policies are scheduled to be reviewed, as determined by this Policy.

- Policy Governance Manual: Section Areas:**
- 01: General Government Services**
 - 12: Assessment and Taxation
 - 13: Tax Recovery and Municipal Property
 - 14: Risk Management
 - 15: Human Resources
 - 02: Protective Services**
 - 03: Transportation Services**
 - 04: Environmental Health Services**
 - 05: Public Health and Welfare Services**
 - 06: Environmental Development Services**
 - 61: Planning, Development and Subdivision Control
 - 62: Agricultural Service Board
 - 07: Recreation and Cultural Services**
 - 08: Fiscal Services**
 - 09: Natural Gas**



REQUEST FOR DECISION	DATE	December 16, 2021 4.5
TOPIC	Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee: Terms of Reference	
PROPOSAL	<p>HISTORY:</p> <ol style="list-style-type: none"> 1. Bellis Board of Trade was incorporated on June 30, 1955 and is governed under the Boards of Trade Act. The Board of Directors are a voluntary association of people interested in promoting the welfare of the community of the Hamlet of Bellis and its surrounding areas. 2. The Bellis Board of Trade's status has remained active status and is in good standing since the original date of incorporation, with a strong membership advocating for the community Bellis. <p>BACKGROUND:</p> <p>Smoky Lake County makes every effort to work with the Bellis Board of Trade and address the interests and needs of the community. County Councillors have attended their meetings upon invitation to liaise with the group.</p> <ul style="list-style-type: none"> ■ County Records show correspondence since 2008 reflecting maintenance requests received annually from the Bellis Board of Trade for improvement or repairs within the Hamlet of Bellis. ■ Prior to that, letters were sent to the Chief Administrative Officer and management communicated and addressed minor maintenance concerns in the Hamlet. <p>CURRENT:</p> <p>County Council Meeting – October 28, 2021 – Motion 65-21: Bellis Board of Trade Liaison Committee - Terms of Reference That Smoky Lake County draft a policy titled "Bellis Board of Trade Liaison Committee: Terms of Reference" for the purpose of appointing an elected official and an alternate to attend the Bellis Board of Trade meetings.</p> <p>County Council Meeting – October 28, 2021 – Motion 66-21: Bellis Board of Trade Liaison Committee - Meeting Attendance That Smoky Lake County approve Councillor Lorne Halisky be appointed to attend the Bellis Board of Trade Meetings; and approve Councillor Linda Fenerty as the alternate.</p> <p>PROPOSAL:</p> <p>Smoky Lake County Council to approve the Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee: Terms of Reference to:</p> <ul style="list-style-type: none"> ■ Describe the membership and mandate of the County member appointed. ■ Provide a guideline to demonstrate the legitimacy and authority to be a member representative for appointment to an external agency: <u>Bellis Board of Trade.</u> 	

CORRELATION TO BUSINESS (STRATEGIC) PLAN	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	MUNICIPAL GOVERNMENT ACT, Section 201: Policy Development. Smoky Lake County Bylaw No. 1400-21: Procedural Bylaw - Committees.
BENEFITS	<ul style="list-style-type: none"> ▪ Provides leadership in the role collaboratively to work together and support community members within the Hamlet of Bellis and surrounding areas. ▪ Demonstrates commitment and transparency as a municipality.
DISADVANTAGES	<ul style="list-style-type: none"> ▪ N/A
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Not appoint a Council member and have Bellis Board of Trade Board of Directors provide information to the County Administration.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Communication will be facilitated through the Council Meetings.
RECOMMENDATION	
<p>Recommendation:</p> <p>That Smoky Lake County adopt Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee: Terms of Reference:</p>	
CHIEF ADMINISTRATIVE OFFICER	

SMOKY LAKE COUNTY



Title: Bellis Board of Trade Liaison Committee: Terms of Reference	Policy No.: 07-01
Section: 07	Page No.: 1 of 1

Legislation Reference:	Alberta Provincial Statutes
-------------------------------	-----------------------------

Purpose:	<p>Bellis Board of Trade is listed under the Recreation & Cultural Services.</p> <p>Bellis Board of Trade was incorporated on June 30, 1955 as a federal corporation registered under Corporations Canada. Corporation Number 1724.</p> <p>Bellis Board of Trade is governed under the Boards of Trade Act and is a voluntary association of people interested in promoting the welfare of the Hamlet of Bellis and its surrounding area.</p> <p>Appointment held annually at County Organizational Meeting.</p>
-----------------	--

Policy Statement and Guidelines:	
1.	<p>MEMBERSHIP:</p> <p>1.1 One member of Council.</p> <p>1.2 One member as alternate.</p>
2.	<p>OBJECTIVE:</p> <p>2.1 Committee member as a Liaison representative appointed to establish networking opportunities to work together to support the economic interests within the Hamlet of Bellis and surrounding area.</p>
3.	<p>MANDATE:</p> <p>3.1 Participate as a liaison member to the Board of Directors to interact by providing support and information to the Bellis Board of Trade’s network, wherever possible.</p> <p>3.2 Attend scheduled meetings, share all communications, and information with Council.</p>

	Date	Resolution Number
Approved	December 16, 2021	# 00-21 - Page
Amended		
Amended		

REQUEST FOR DECISION

DATE

December 16, 2021

4.6

TOPIC

Smoky Lake Royal Canadian Legion Branch No. 227 – Financial Request.

PROPOSAL

HISTORY:

- (1) Smoky Lake County originally signed a Lease Agreement (Bylaw No. 827-89) on May 11, 1989 with the Smoky Lake Royal Canadian Legion No. 227 to lease for 20 years a portion of the building located to the south west annex that is attached to the County Administration Main Office.
- (2) On March 17, 2009 new Bylaw No. 1182-09 was executed with a new agreement signed for 30 years: March 17, 2009 to March 17, 2039 to lease approximately 1368 square feet building.

BACKGROUND:**Smoky Lake County support and approvals as provided per Motions to the Smoky Lake Royal Canadian Legion No. 227:**

- **June 18, 2009: Smoky Lake County Council Meeting - Motion # 597-09:**
“That Smoky Lake County approve permission for the Smoky Lake Legion Branch #227 to construct improvements to the Legion Hall, as per the Lease Agreement, Section 6, sub-section 1”.
NOTE: Improvements undertaken: Top Floor: changed windows, bathrooms, doors, and repairing floor tiles. Downstairs: changes to provide more secure lock-up system. Outdoor: Construct a Wheelchair Lift.
Smoky Lake Kinsmen Club provided support to this project.
- **January 16, 2014: Smoky Lake County Council Meeting - Motion # 213-14:**
“That Smoky Lake County approve to provide access link to **Internet Connection Use at no cost** for the Royal Canadian Legion Smoky Lake Branch #227 to help assist with the Branch Accounting Package Program Grant, as per letter received from Bernadette Dalpe, Secretary, Royal Canadian Legion Smoky Lake Branch #227, dated December 9, 2013.
- **May 22, 2014: Smoky Lake County Council Meeting - Motion # 571-14:**
“That Smoky Lake County grant permission to the Royal Canadian Legion – Smoky Lake Branch #227 on portion of the property located on Lot 2, Plan 8621882 in the Town of Smoky Lake, owned by Smoky Lake County to pursue and explore the concept with the proposed **expansion of the Legion Hall Building approximately up to 20 feet;** and obtain all necessary permits required, at **no cost to the County.**
- **April 16, 2015: Smoky Lake County Council Meeting - Motion # 592-15:**
“That Smoky Lake County grant permission to the Royal Canadian Legion Smoky Lake Branch #227 to **set up two to four Horseshoe Lanes** on the County lands located at Lot 2, Plan 8621882 in the Town of Smoky Lake, adjacent vacant lot on the northwest side of the Legion Hall in accordance with recommendations from the Recreation Master Plan, as per the letter received from Hector Dalpe, President, The Royal Canadian Legion Smoky Lake Branch #227, dated April 7, 2015; and that Smoky Lake County **donate a load of sand** to the project if necessary.
- **March 3, 2016: Smoky Lake County Council Meeting - Motion # 480-16:**
“That Smoky Lake County grant permission to the Royal Canadian Legion – Smoky Lake Branch #227 on portion of the property located on Lot 2, Plan 8621882 in the Town of Smoky Lake, owned by Smoky Lake County for the **addition of a rood cover for the deck** at the back entrance of the Legion Hall; and obtain all necessary permits, required, at **no cost to the County.**

- **May 23, 2019: Smoky Lake County Council Meeting - Motion # 722-19:**
 “That Smoky Lake County provide financial assistance in the amount up to **\$35,000.00** to the Smoky Lake Royal Canadian Legion No. 227 with funding allocated from the Building Reserve Contingency towards **a roof project on the Smoky Lake Legion building** attached to the County Office located at 4612 McDougall Drive in Smoky Lake, in response to the Smoky Lake Royal Canadian Legion No. 227 members verbal request during the May 23, 2019 Question and Answer Period; with the actual amount subject to the amount of the Town of Smoky Lake’s contribution.
- **Points of Interest:**
 - ▶ **Smoky Lake County also provides promotional items to support Legion’s Golf Tournaments.**
 - ▶ **Smoky Lake County received a “Certificate of Appreciation” on October 29, 2015 Council Meeting from the Smoky Lake Legion in recognition of the close relationship between the Legion and the County and for the assistance and support.**

CURRENT:

- Letter received from the Royal Canadian Legion – Smoky Lake Branch No. 227 on October 27, 2021: Re: Financial assistance for furnace replacement – Total Cost \$4,500.00 plus GST. *Any amount would be greatly appreciated.*
ATTACHMENT #1

October 28, 2021: Smoky Lake County Council Meeting - Motion # 67-21: Smoky Lake Legion Branch No. 227 – Request for Financial Assistance

“That Smoky Lake County defer the letter from George Brooks, President, of the Royal Canadian Legion - Smoky Lake Legion Branch No. 227, dated October 27, 2021, requesting financial assistance with the cost of replacing the furnace.”

TOWN OF SMOKY LAKE:

Town Council Meeting – November 2, 2021: Motion 734-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake approve to contribute one half of the cost to replace the furnace in the amount of \$2,250.00 (not including GST) at the Royal Canadian Legion located at 4612 McDougall Drive in Smoky Lake; to be funded from the 2021 Operating budget entitled “Grants to Individuals and Organizations”; in reference to the letter from George Brooks, President, Royal Canadian Legion Smoky Lake Br.227, dated October 27, 2021.

PROPOSAL:

- **Bylaw No. 1182-09: “LEASE AGREEMENT” signed between the Legion and the County - Section 4: Maintenance and Repairs.**
Section 4.1: During the term of this Lease, the Lessee shall at its own expenses maintain and keep in good, safe, and substantial repair and condition the Demised Premises and most explicitly janitorial maintenance.

Does indicate that repairs are the Legion’s responsibilities.

	<p>HOWEVER:</p> <ul style="list-style-type: none"> ■ Legion Branch #227: is a hub for activities such as cribbage, darts, and fellowship, it offers its members and their guests bar service and special events on a regular basis. ■ Membership: is open to serving all who commit to supporting the purposes and objects of the Legion; including former members of the armed forces, their children, grandchildren, and spouses. ■ As in previous discussion among Councils: Comments exchanged stating the building does belong to the County. These people are Legion members – veterans – and have worked hard to maintain the building and for the special Memorial Day “Remembrance Day” to have a place where community can gather to observe the tribute and to honour and remember the sacrifices made. ■ The unprecedented times - due to the Pandemic of Covid-19: has caused disruptions to normal performance in operations. <p>Recommending to Council for consideration: offer support of financial assistance to assist the Legion in these uncertain times where their normal obligations were impacted.</p>
CORRELATION TO BUSINESS (STRATEGIC) PLAN	
N/A	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Bylaw NO. 1182-09: Lease Agreement with the Smoky Lake Royal Canadian Legion No. 227.
BENEFITS	<ul style="list-style-type: none"> • Support shows respect to the Legion for their contributions to the community. • Remembrance Day Ceremonies: A place to give tribute to show our gratitude and respect for the sacrifices made by our servicemen and women who founded the Legion. • Illustrates a strong relationship of support and commitment between the Legion and the County.
DISADVANTAGES	N/A
ALTERNATIVES	N/A
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	Capital Costs:
Budget Available: \$ 15,812.00	Source of Funds: <u>Contingency - \$2,250.00</u>
Budgeted Amount: \$ 35,000.00	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	N/A
RECOMMENDATION	
<p>That Smoky Lake County approve to contribute financial assistance to the Smoky Lake Royal Canadian Legion, Branch No. 227 in the amount of \$2,250.00 with funding allocated from the Year 2021 Contingency Budget to support the replacement of a furnace in the Smoky Lake Royal Legion Hall building attached to the County Office located at 4612 McDougall Drive in Smoky Lake, in response to the letter from George Brooks, President, Royal Canadian Legion Smoky Lake Branch No. 227, dated October 27, 2021.</p>	
CHIEF ADMINISTRATIVE OFFICER	

Royal Canadian LEGION

Smoky Lake Branch #227
PO Box 592
Smoky Lake AB T0A 3C0

27 October 2021

County of Smoky Lake
4612 – McDougall Drive
Smoky Lake AB T0A 3C0

TO WHOM IT MAY CONCERN

Impact of the on-going pandemic has resulted in the closure of Smoky Lake Legion for the past thirteen out of twenty months.

Recently, the furnace in the Legion had to be replaced for a total cost of \$4500.00 plus GST.

Therefore, request the County of Smoky Lake consider assisting the Legion with the cost of replacing the furnace. Any amount would be greatly appreciated.

Yours truly,



George Brooks
President
RCL Smoky Lake Br. 227
(780) 914-6545





REQUEST FOR DECISION		DATE	December 16, 2021
			4.7
TOPIC	Policy Statement No. 08-17-02: Family and Community Support Services (FCSS) Grants		
PROPOSAL	<p>HISTORY:</p> <p>Policy Statement No. 08-17: was originally adopted on (01) August 22, 2012 to provide a fair and equitable process to grant funding to non profit volunteer service organizations that support preventive social initiatives within the community.</p> <p>BACKGROUND:</p> <ul style="list-style-type: none"> ■ Smoky Lake County receives a grant of \$93,308 for Preventative Family and Community Support Services. The county must contribute 25% (\$23,327). \$93,308 is forwarded to Aspen View to administer the Family School Liaison Program in Vilna, HAK, and Holy Family schools. ■ Annually, we must provide both a financial and an outcomes report. During a review in 2019, it was recommended that we change the policy and reporting requirements to better complete the provincial outcomes report. <p>CURRENT:</p> <p>Policy Committee Meeting – November 12, 2021 – Motion 217-21: That the Smoky Lake County Policy Committee recommend Policy Statement No. 08-17-01: Family and Community Support Services (FCSS) Grants, be revised as discussed on November 12, 2021, and be brought forward to a Regular County Council meeting for amendment.</p> <p>PROPOSAL:</p> <p>The following revisions were made to the policy, as recommended from the Policy Committee Meeting held on November 12, 2021, as follows:</p> <ul style="list-style-type: none"> ■ Section 2 under Definitions: Addition of 2.3. “Outcomes”. ■ Section 4.5 expanded to require 2 reports - “Schedule B” – Smoky Lake County FCSS Program Evaluation Report and “Schedule C” – Smoky Lake County FCSS Financial Report ■ Changes to each Schedule: Schedule “A”: <ul style="list-style-type: none"> ● #4 changed to “What is the target group or population you wish to reach with this program?” ● #5 changed to “Please select the main strategic social direction of the program.” ● #6 changed to “Please select the main strategic social outcome the program will attain.” ● Addition of number 7 to 9. ● A declaration added at the end of the questionnaire 		

	<p>Schedule "B": Title: Smoky Lake County – FCSS Program Evaluation Report (as reference in 4.5)</p> <ul style="list-style-type: none"> • Addition of #1 "What did your program accomplish?" • Addition of # 2 "How many participants were involved?" • Addition of # 3 "How many volunteers were involved?" • Addition of # 4 (a through e).
CORRELATION TO BUSINESS (STRATEGIC) PLAN	
Strategic Plan references the following County priorities: Not in current Strategic Plan	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>Family and Community Support Services Act Municipal Government Act , C-F-3, January 1, 2002</p> <p>Family and Community Support Services Regulation (Alberta Regulation 218/1994), July 1, 2021.</p>
BENEFITS	<ul style="list-style-type: none"> ▪ Policy provides a means to support preventative social programs ▪ Policy provides and open and transparent means of granting FCSS funds ▪ Policy lists requirements for reporting at time of application
DISADVANTAGES	<ul style="list-style-type: none"> ▪ Requirement for additional reporting puts additional burden on volunteer groups.
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Require additional reporting such as organizational financial statements
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/ IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Notification of Policy through County publications. (Grapevine and Website).
RECOMMENDATION	
<p>Recommendation:</p> <p>That Smoky Lake County amend Policy Statement No. 08-17-02: Family and Community Support Services (FCSS) Grants.</p>	
CHIEF ADMINISTRATIVE OFFICER	

SMOKY LAKE COUNTY



Title: Family and Community Support Services (FCSS) Grants		Policy No.: 17-01
Section: 08	Code:	Page No.: 1 of 5 E

Legislation Reference:	<i>Family and Community Support Services Act</i>
-------------------------------	--

Purpose:	To provide a consistent method for Smoky Lake County to award Family and Community Support Services (FCSS) Grant funding to various non-profit volunteer service organizations that support preventive social initiatives within the community.
-----------------	---

Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Smoky Lake County will manage its FCSS program in compliance with statutory requirements and operate in accordance with the Act and regulations thereto.
1.2	The County recognizes investments made in organizations that provide preventive social initiatives under the <i>Family and Community Social Services</i> program will benefit the entire community.
1.3	The County will establish an annual budget to assist non-profit organizations to operate their program or services providing these are within the FCSS Act and regulations.
1.4	The County has the authority to set funding deadlines.
2. DEFINITIONS:	
2.1	“Act”: means the <i>Family and Community Support Services Act</i> (RSA 2000).
2.2	“County”: means Smoky Lake County Council or the Family and Community Services (FCSS) Committee.
3. GUIDELINES:	
3.1	Organizations must be non-profit and must operate within the Smoky Lake County region.
3.2	Services and programs provided by the organization must fall within the mandate of preventive social services as outlined in the Provincial FCSS Act and Regulations.

Title: Family and Community Support Services (FCSS) Grants		Policy No.: 17-01
Section: 08	Code:	Page No.: 2 of 5 E

Policy Statement and Guidelines:

- 3.3 The applicant must demonstrate that the funds will be used to:
 - 3.3.1 help individuals develop independence and strengthen coping skills.
 - 3.3.2 develop awareness with regards to social needs.
 - 3.3.3 develop interpersonal and group skills.
 - 3.3.4 help communities assume responsibilities and actions which affect them.
 - 3.3.5 provide supports that help sustain people as active participants in the community.
- 3.4 Granted funds **must be used** prior to December 31 of the granting year or returned to Smoky Lake County.
- 3.5 Unexpended or returned FCSS program funds shall be made available to other programs or projects.

4. PROCEDURES:

- 4.1 Each non-profit organization must apply for funding by submitting ***Schedule "A": Smoky Lake County - FCSS Grant Application.***
- 4.2 The Finance Manager shall review the application to ensure that it meets the criteria established by the FCSS Act and FCSS Regulations.
 - 4.2.1 Incomplete applications will be returned to the applicants and shall be reconsidered by County administration if funds are available and time allows before the deadline.
- 4.3 All completed application(s) shall be presented to a County Meeting.
- 4.4 County Council shall review the application(s) to determine an amount, if any to be granted.

Title: Family and Community Support Services (FCSS) Grants		Policy No.: 17-01
Section: 08	Code:	Page No.: 3 of 5 E

Policy Statement and Guidelines:	
4.5	The successful grant recipient shall submit a final accounting as per <i>Schedule "B": Smoky Lake County - FCSS Final Grant Report</i> upon completion of the program or prior to December 31 of current year. Failure to provide a final accounting may result in future grant rejection.
4.6	FCSS Funding applicants shall have the right to appeal funding decisions to Council.
4.7	At any time, the County may request non-profit organizations, who have received funding to make a presentation to Council.

	Date	Resolution Number
Approved	August 22, 2012	# 718-12 - Page 10122
Amended		
Amended		

SCHEDULE "A"

SMOKY LAKE COUNTY – FCSS GRANT APPLICATION

LEGAL REGISTERED NAME OF ORGANIZATION: _____

ADDRESS: _____
Box City or Town Postal Code

PHONE #: _____ FAX #: _____

CONTACT PERSON: _____ EMAIL: _____

▶ COMPLETE THIS APPLICATION IN ITS ENTIRETY

- 1. Is your organization registered as a not-for-profit entity?
2. Does your organization operate within Smoky Lake County region?
3. Project Description (Include amount requested)
4. Does your project meet at least one of the following three (3) criteria?
5. Which of the following does your project provide?
6. Do the services provide any of the following?

Name: _____
Signature: _____
Position: _____
Date: _____



SCHEDULE "B"

SMOKY LAKE COUNTY – FCSS FINAL GRANT REPORT

LEGAL REGISTERED NAME OF ORGANIZATION: _____

ADDRESS: _____
Box City or Town Postal Code

PHONE #: _____ FAX #: _____

CONTACT PERSON: _____ EMAIL: _____

▶ COMPLETE THIS APPLICATION IN ITS ENTIRETY

1. What were the outcomes of the project? (Include number of people who benefited and how)

2. Were all funds spent this calendar year? Yes No

3. Financial Report:

REVENUES (please detail all actual revenues related to the project).	
FCSS Grant	
Total Revenue	\$
EXPENSES (please detail all actual revenues related to the project).	
Total Expenses	\$

Name: _____

Signature: _____

Position: _____

Date: _____

SMOKY LAKE COUNTY



Title: Family and Community Support Services (FCSS) Grants		Policy No.: 17-02
Section: 08	Code: P-S	Page No.: 1 of 7 E

Legislation Reference:	<i>Family and Community Support Services Act</i>
-------------------------------	--

Purpose:	To provide a consistent method for Smoky Lake County to award Family and Community Support Services (FCSS) Grant funding to various non-profit volunteer service organizations that support preventive social initiatives within the community.
-----------------	---

Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Smoky Lake County will manage its FCSS program in compliance with statutory requirements and operate in accordance with the Act and regulations thereto.
1.2	The County recognizes investments made in organizations that provide preventive social initiatives under the Family and Community Social Services program will benefit the entire community.
1.3	The County will establish an annual budget to assist non-profit organizations to operate their program or services providing these are within the FCSS Act and regulations.
1.4	The County has the authority to set funding deadlines.
2. DEFINITIONS:	
2.1	“Act”: means the Family and Community Support Services Act (RSA 2000).
2.2	“County”: means Smoky Lake County Council or the Family and Community Services (FCSS) Committee.
2.3	“Outcomes”: means the benefits, impact or changes for individuals, families, communities, or populations during or after participating in program activities. They are influenced by a program’s outputs. Outcomes may relate to knowledge, attitudes, values, skills, behavior, condition, status or other attributes. They are what participants know, think, or can do; or how they behave; or what their condition or status is, that is different following the program.

Title: Family and Community Support Services (FCSS) Grants		Policy No.: 17-02
Section: 08	Code: P-S	Page No.: 2 of 7 E

Policy Statement and Guidelines:

3. GUIDELINES:

- 3.1 Organizations must be non-profit and must operate within the Smoky Lake County region.
- 3.2 Services and programs provided by the organization must fall within the mandate of preventive social services as outlined in the Provincial FCSS Act and Regulations.
- 3.3 The applicant must demonstrate that the funds will be used to:
 - 3.3.1 help individuals develop independence and strengthen coping skills.
 - 3.3.2 develop awareness with regards to social needs.
 - 3.3.3 develop interpersonal and group skills.
 - 3.3.4 help communities assume responsibilities and actions which affect them.
 - 3.3.5 provide supports that help sustain people as active participants in the community.
- 3.4 Granted funds **must be used** prior to December 31 of the granting year or returned to Smoky Lake County.
- 3.5 Unexpended or returned FCSS program funds shall be made available to other programs or projects.

4. PROCEDURES:

- 4.1 Each non-profit organization must apply for funding by submitting **Schedule "A": Smoky Lake County - FCSS Grant Application.**
- 4.2 The Finance Manager shall review the application to ensure that it meets the criteria established by the FCSS Act and FCSS Regulations.
 - 4.2.1 Incomplete applications will be returned to the applicants and shall be reconsidered by County administration if funds are available and time allow before the deadline.
- 4.3 All completed application(s) shall be presented to a County Meeting.
- 4.4 County Council shall review the application(s) to determine an amount, if any to be granted.
- 4.5 The successful grant recipient shall submit a final accounting as per Schedule **"B": Smoky Lake County - FCSS Program Evaluation Report** and **Schedule "C" – Smoky Lake County - FCSS Financial Report** upon completion of the program or prior to December 31 of current year. Failure to provide a final accounting may result in future grant rejection.

Title: Family and Community Support Services (FCSS) Grants		Policy No.: 17-02
Section: 08	Code: P-S	Page No.: 3 of 7 E

Policy Statement and Guidelines:	
4.6	FCSS Funding applicants shall have the right to appeal funding decisions to Council.
4.7	At any time, the County may request non-profit organizations, who have received funding to make a presentation to Council.

	Date	Resolution Number
Approved	August 22, 2012	# 718-12 - Page 10122
Amended	December 16, 2021	
Amended		

6. Please select the main strategic social outcome the program will attain.
- Individuals experience personal well being
 - Individuals are connected with others
 - Children and youth develop positively
 - Healthy functioning within families
 - Families have social supports
 - The community is connected and engaged
 - Community social issues are identified and addressed
7. Will the program be carried out by staff or volunteers? _____
8. What indicators of success will you use? How will you know the program has been successful? What is your outcome statement? _____

9. What measurement tool will you use to measure success? (survey, interview, documentation review, observation, focus group, or case studies)

I declare that

- ✓ I am a duly authorized representative having legal, financial, and /or executive signing authority for the above noted organization.
- ✓ The project will benefit the general community and not specific individuals/families..
- ✓ A final budget report indicating the project's expenses and revenues will be provided to the County no later than 60 days after the grant year end (December 31).
- ✓ A final evaluation form will be provided to the County no later than 60 days from the stated completion date.
- ✓ Any unused funding will be returned to Smoky Lake County.
- ✓ Any changes to the project including extensions must have written approval from the County.

Name: _____

Signature: _____

Position: _____

Date: _____



SCHEDULE "B"

SMOKY LAKE COUNTY – FCSS PROGRAM EVALUATION REPORT

LEGAL REGISTERED NAME OF ORGANIZATION: _____

ADDRESS: _____
Box City or Town Postal Code

PHONE #: _____ FAX #: _____

CONTACT PERSON: _____ EMAIL: _____

▶ COMPLETE THIS APPLICATION IN ITS ENTIRETY

1. What did your program accomplish? _____

2. How many participants were involved? _____

3. How many volunteers were involved? _____

4. Outcomes:

a. Please select at least one of the social outcome statements to report on

- Individuals experience personal well being
- Individuals are connected with others
- Children and youth develop positively
- Healthy functioning within families
- Families have social supports
- The community is connected and engaged
- Community social issues are identified and addressed

b. How did you measure results? (survey, interview, documentation review, observation, focus group, or case studies)

c. What is your outcome statement?

d. How many participants completed the measurement tool? _____

e. How many participants experienced a positive change? _____

Name: _____

Signature: _____

Position: _____

Date: _____

REQUEST FOR DECISION		DATE	December 16, 2021	4.8
TOPIC	Policy No. 61-03-05: Application for Development Permit			
CURRENT	<ul style="list-style-type: none"> To review and update Smoky Lake County Policy No. 61-03: <i>Application for Development Permit</i> to reflect recent legislative changes made by Bill 48 & to include requirements for applicants to provide additional information related to the location of Private Sewage Disposal Systems, shelterbelts and dugouts, water wells and power generation facilities, where applicable. 			
BACKGROUND	<ul style="list-style-type: none"> Bill 48 which introduces changes to the <i>Municipal Government Act (MGA)</i> and the newly-created <i>Subdivision and Development Appeals Regulation AR 94/2021</i> made changes to where an appeal of a decision on a Development Permit lies, expanding the instances where an appeal lies with the Land & Property Rights Tribunal (LPRT) and limiting the instances where the appeal lies with the local Subdivision and Development Appeal Board (SDAB). The changes to the MGA expand the LRPT appeal provisions to include any subdivision or development appeal where the municipal approval is related to a license, permit, approval or other authorization granted by: <ul style="list-style-type: none"> The Natural Resources Conservation Board (NRCB); The Energy Resources Conservation Board (ERCB); The Alberta Energy Regulator (AER); The Alberta Energy and Utilities Board (AEUB); and The Alberta Utilities Commission (AUC). To reflect these changes, administration recommends that Policy No. 61-03 be amended to include provisions pertaining to those types of licenses, permits, approvals or authorizations. Administration also recommends amending the Policy to require applicants provide additional information on their site plan to the Development Authority, identifying the location of Private Sewage Disposal Systems, shelterbelts and dugouts, water wells and power generation facilities, where applicable, as these types of improvements have development setbacks that must be adhered to. 			
PROPOSAL	<ul style="list-style-type: none"> <u>November 12, 2021 – Policy Committee</u> <ul style="list-style-type: none"> Motion 216-21: <i>“That the Smoky Lake County Policy Committee recommend Policy Statement No. 61-03-05: Application for Development Permit, be revised as discussed on November 12, 2021, and be brought forward to a Regular County Council meeting for amendment.”</i> <u>Proposed Changes</u> <p>CHANGE #1</p> <p><i>Schedule “A”: The following wording is proposed to be added to Page 10 of 13:</i></p> <p><i>“Is the property the subject of a license, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? Yes or No?”</i></p> <p><i>“Is the property the subject of the application is the subject of a license, permit, approval, or</i></p> 			

other authorization granted by the Minister of Environment or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act**? Yes or No? If yes, please describe.”

“*The Minister is responsible for the following Acts:
 AB Land Stewardship Act,
 Environmental Protection Act,
 Public Lands Act,
 Surveys Act,
 Water Act.

Please see attached list of resources for identifying this information.”

CHANGE #2

Schedule “A”: The following wording is proposed to be added to Page 13 of 13, under the heading “INCLUDE THE FOLLOWING INFORMATION IN YOUR SITE PLAN”:

“Location of shelterbelts and dugouts; Location of water well(s); Location of Private Sewage Disposal System (existing and/or proposed); and Location of power generating facilities (if applicable).”

- The Government of Alberta Implementation Fact Sheet for Bill 48 is attached for reference.
 © Attachment 1
- A copy of proposed Policy No. 61-03-05: *Application for Development Permit* is attached for reference. (NOTE: the proposed changes to the Policy are written in **RED TEXT** for clarity
 © Attachment 2

CORRELATION TO BUSINESS (STRATEGIC) PLAN

N/A

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

**MUNICIPAL GOVERNMENT ACT
 SUBDIVISION AND DEVELOPMENT APPEAL REGULATION
 LAND USE BYLAW #127-14
 POLICY STATEMENT NO 61-03**

BENEFITS

County will be able to:

- Ensure compliance with current legislation and regulations pertaining to Development Permits.
- Create a more efficient and consistent process for prospective developers.
- Provide additional clarity with respect to the Development Permit approval process.

DISADVANTAGES

- Nil

ALTERNATIVES

- Continue with the status quo and do not make changes to Policy No. 61-03: *Application for a Development Permit*. (NOTE: failure to change the existing Policy would result in problems determining where an appeal of a decision on a Development Permit lies and/or could result in required development setbacks not being adhered to, which could cause compliance and/or safety issues in the future.
- Suggest further changes or amendments to Policy No. 61-03: *Application for a Development Permit*.

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

None.

COMMUNICATION STRATEGY

A copy of Policy Statement No. 61-03-06 will be uploaded to the County’s website pursuant to the *Municipal Government Act* and Application Forms will be made available at the County office and on the County’s website.

RECOMMENDATION

That Smoky Lake County Council amend Policy Statement No. 61-03-06: Application for Development Permit, to reflect recent legislative changes made by *Bill 48: The Red Tape Implementation Act, 2020*, and the *Subdivision and Development Appeal Regulation*.

CHIEF ADMINISTRATIVE OFFICER

Implementation Fact Sheet

Municipal Government Act (MGA)

Appeals Amendments 2021

Relevant Legislation

MGA: s.488(1)(i.1), s.678(2)(a)(i), s.678(2)(a)(ii), s.685(2.1)(a)(i), and s.685(2.1)(a)(ii).

Subdivision and Development Appeal Regulation: AR 94/2021.

Previous MGA requirements

The subdivision appeal bodies in Alberta are the Land and Property Rights Tribunal (LPRT, formerly the Municipal Government Board) for matters with a provincial interest, and the Subdivision and Development Appeal Boards (SDABs) for local decisions.

Prior to recent amendments, the *Municipal Government Act* (MGA) directed subdivision appeals to the LPRT if they were within a specified distance of green areas, highways, water bodies, sewage treatment or waste management facilities, or historical sites. If the affected government body agreed, in writing, to vary the distance, subdivision appeals went to the local SDAB. The LPRT did not hear matters related to development permits or land use bylaw amendments.

What is changing?

The changes to the MGA expand the LPRT appeal provisions to include any subdivision or development appeal where the municipal approval is related to a licence, permit, approval or other authorization granted by:

- The Natural Resources Conservation Board (NRCB)
- The Energy Resources Conservation Board (ERCB)
- The Alberta Energy Regulator (AER)
- The Alberta Energy and Utilities Board (AEUB)
- The Alberta Utilities Commission (AUC)

- Alberta Environment and Parks

The accompanying Subdivision and Development Appeal Regulation (the regulation) adds further clarity around which development related appeals go to which board.

What do municipalities need to know?

Amendments ensure subdivision and development appeals related to decisions of a provincial regulator are heard by an appeal body that is intended to hear matters of provincial interest. s.685(1)(ii)

- The LPRT role is expanded to include subdivision and development permit appeals related to lands with a NRCB, ERCB, AER, AEUB, AUC or the Minister of Alberta Environment and Parks (AEP), licence, permit, approval or other authorization. s.678(2)(a)(i)(C-D) and s.685(2.1)(a)(i)(C-D)
- The regulation clarifies that a licence, permit, approval or other authorization granted by the Minister of AEP includes those granted under any Act for which the Minister is responsible. s.4
- The regulation modifies the appeals provisions in the MGA so that development permit appeals related to lands within the Green Area under the Public Lands Act and lands within a set distance of a highway, body of water, sewage treatment or waste management facility, or a historical site continue to be heard by local SDABs. s.685(2.1)(a)(i)(A)-(B); s.2(1)(a), (b)
- Despite the changes identified in s.2(1), the regulation further clarifies, if a development permit appeal is also subject to a licence, permit, approval or other authorization of a provincial regulator or AEP, the appeal goes to the LPRT. s.2(3)

- For example, most development permits in the Green Area or within a prescribed distance of a body of water go to the local SDAB, where the development permit is also related to lands with a NRCB, ERCB, AER, AEUB, AUC, AEP licence, permit, approval or other authorization, the appeal would go to the LPRT.
- Applications filed with the LPRT prior to the regulation coming into force will continue to be heard and decided on by that LPRT. s.2(4)
- Municipalities, as part of their written decision, under s.656(2) and s.685(1.1) must state whether an appeal lies to a subdivision and development appeal board or to the LPRT. s.685(1.1)
- An appeal board receiving a misdirected notice of appeal is required to refer the appeal to the correct board. s.686(1.1)
 - For example, if a development permit is appealed to the local SDAB, the SDAB, once they determine the permit is related to a provincial approval, is responsible for ensuring the appeal is referred to the LPRT.

When do the changes take effect?

The MGA amendments came into force December 9, 2020.

The Subdivision and Development Appeal Regulation came into force May 12, 2021.

What resources are available to assist?

To learn more, visit:

[Bill 48, the Red Tape Implementation Act, 2020 \(No. 2\)](#)
[Subdivision and Development Appeal Regulation](#)

Questions:

Phone: 780-427-2225
Toll-free in Alberta: 310-0000
Email: lgsmail@gov.ab.ca

SMOKY LAKE COUNTY

Title: Application for Development Permit	Policy No: 03-06		
Section: 61	Code: P-I	Page No.: 1 of 12	E

Legislative Reference:	Alberta Provincial Statutes Land Use Bylaw
-------------------------------	---

Purpose:	To outline the procedures and requirements for applying for a Development Permit in Smoky Lake County.
-----------------	--

Policy Statement and Guidelines:

1. STATEMENT

- 1.1 Development Permits are issued by Smoky Lake County, pursuant to the *Land Use Bylaw* and the *Municipal Government Act* R.S.A. 2000, Chapter M-26, as amended.
- 1.2 Development Permits are issued by Smoky Lake County, and are required **PRIOR** to commencing any Development, including new construction, and alterations or additions to an existing structure.

2. DEFINITIONS

- 2.1 "Act" means the *Municipal Government Act* R.S.A. 2000, Chapter M-26, as amended.
- 2.2 "Developer" means the owner of lands on which a Development is proposed, or any other person applying for a Development Permit.
- 2.3 "Development" means development as defined in the *Act*, and includes the following:
 - 2.3.1 The carrying out of any construction or excavation, or other operations, in, on, over or under land;
 - 2.3.2 The making of a any change in the use or the intensity of use of any land, buildings or premises, and, without restricting the generality of the foregoing, includes the removal and/or placement of topsoil;
 - 2.3.3 In a building or on a parcel used for dwelling purposes, an increase in the number of families occupying and living in the building or on the parcel, and any alteration or additions which provide for an increase in the number of dwelling units within the building or on the parcel;
 - 2.3.4 The placing of refuse or waste material on any land;
 - 2.3.5 An excavation or stockpile and the creation of either of them;

Title: Application for Development Permit	Policy No: 03-05
Section: 61	Code: P-I
Page No.: 2 of 12	E

- 2.3.6 A building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land;
- 2.3.7 The resumption of the use for which land or buildings had previously been utilized;
- 2.3.8 The use of land for the storage or repair of motor vehicles or other machinery or equipment;
- 2.3.9 The more frequent or intensive use of land for the parking of trailers, bunkhouses, portable dwellings, skid shacks or any other type of portable building whatsoever whether or not the same has been placed or affixed to the land in any way;
- 2.3.10 The placement of an already constructed or a partially constructed building on a parcel of land; and
- 2.3.11 The erection of signs, unless otherwise exempted by the *Land Use Bylaw*.
- 2.4 “Development Authority” means the Development Authority established by the municipality’s Development Authority Bylaw and appointed by Council pursuant to that Bylaw.
- 2.5 “Development Authority Officer” means that person or persons defined by the municipality’s Development Authority Bylaw and appointed by Council to act as the Development Authority Officer, pursuant to that Bylaw.
- 2.6 “Development Permit” means a permit issued by Smoky Lake County that authorizes a specified development and includes, where applicable, plans, drawings, specifications or other documents. This permit is separate and distinct from a building permit.
- 2.7 “Discretionary Use” means a use of land or buildings within a specific land use district, for which a Development Permit *may* be issued.
- 2.8 “Municipal Planning Commission” means the Municipal Planning Commission of Smoky Lake County, established in accordance with the County’s Municipal Planning Commission Bylaw and appointed by Council pursuant to that Bylaw.
- 2.9 “Permitted Use” means the use of land or a building within a specific land use district, for which a Development Permit *shall* be issued, with or without conditions, provided the Development conforms to the *Land Use Bylaw*.
- 2.10 “Subdivision and Development Appeal Board” means the Subdivision and Development Appeal Board established by the municipality’s Subdivision and Development Appeal Board Bylaw and appointed by Council pursuant to that Bylaw.

Title: Application for Development Permit	Policy No: 03-05
Section: 61	Code: P-I
Page No.: 3 of 12	E

3. PROCEDURES

- 3.1 Whenever a Development is proposed within the boundaries of Smoky Lake County, a Development Permit must be obtained by the Developer prior to commencement of the Development.
- 3.2 A **Development Permit Application Form (Schedule "A")** must be completed and submitted to the Development Authority Officer, accompanied by the application fee as set out in Smoky Lake County **Policy No. 61-11: Planning and Development Fees**.
- 3.3 Development Permit application forms are available at the County office and from the County's website at www.smokylakecounty.ab.ca.
- 3.4 The Development Authority Officer must, within **20 days** after the receipt of an application for a Development Permit, determine whether or not the application is complete.
- 3.5 An application for a Development Permit shall be deemed complete, if in the sole opinion of the Development Authority Officer, the application contains the documents and other information necessary to review the application.
- 3.6 The time period referred to in Subsection 3.4 may be extended by an agreement in writing between the Developer and the Development Authority Officer.
- 3.7 If the Development Authority Officer does not make a determination on an application referred to in Subsection 3.4 within the time required under Subsection 3.4 or Subsection 3.6, the application is deemed to be complete.
- 3.8 If the Development Authority Officer determines that an application is complete pursuant to Subsection 3.4 or Subsection 3.6, the Development Authority Officer shall issue to the Developer a notice, in writing, informing the Developer that said application had been deemed complete.
- 3.9 If the Development Authority Officer determines that an application is incomplete pursuant to Subsection 3.4 or Subsection 3.6, the Development Authority Officer shall issue to the Developer a notice, in writing, informing the Developer that said application has been deemed incomplete.
- 3.10 A notice issued by the Development Authority Officer under Subsection 3.9 shall contain a reason(s) why the application has been deemed incomplete and shall indicate that any outstanding documents and information as deemed necessary by the Development Authority Officer shall be submitted by a date set out in said notice or a later date agreed on between the Development Authority Officer and the Developer in order for said application to be deemed complete.
- 3.11 If the Development Authority Officer determines that the information and documents submitted pursuant to Subsection 3.10 are complete, the Development Authority Officer shall issue to the Developer a notice, in writing, informing the Developer that said application has been deemed complete.

Title: Application for Development Permit	Policy No: 03-05
Section: 61	Code: P-I Page No.: 4 of 12 E

- 3.12 If the Developer fails to submit all the outstanding information and documents pursuant to Subsection 3.10 on or before the date referred to in the notice issued under Subsection 3.9, the application shall be deemed refused by the Development Authority Officer.
- 3.13 If an application is deemed to be refused under Subsection 3.12, the Development Authority Officer must issue to the Developer a notice informing the Developer that said application has been refused and the reason(s) for said refusal.
- 3.14 Despite that the Development Authority Officer has deemed an application complete pursuant to Subsection 3.8 or Subsection 3.11, in the course of reviewing the application, the Development Authority Officer may request additional information or documentation from the Developer that the Development Authority Officer considers necessary to review the application.
- 3.15 If the Development Authority refuses the application for a Development Permit, the Development Authority must issue to the Developer a notice informing the Developer that the application has been deemed refused and the reason(s) for the refusal.
- 3.16 The Development Authority must make a decision on an application for a Development Permit within **40 days** after the receipt by the Developer of a notice issued pursuant to Subsection 3.8 or 3.11.
- 3.17 For the purposes of Subsection 3.16, the Developer shall be deemed to have received the notice issued under Subsection 3.8 or 3.11 **7 days** from the date of the issuance of said notice.
- 3.18 The time period referred to in Subsection 3.16 may be extended by an agreement in writing between the Developer and the Development Authority Officer.
- 3.19 If the Development Authority fails to make a decision referred to in Subsection 3.16 within the time required under Subsection 3.16 or Subsection 3.18, the application is, at the option of the Developer, deemed to be refused.
- 3.20 When an application is refused under Subsection 3.12, and subject to the provisions contained in the *Land Use Bylaw*, the Development Authority may refuse a subsequent application for a Development Permit for the same or a similar use, until the time stated in the *Land Use Bylaw* has expired.
- 3.21 In cases where a Developer makes application for a Development Permit for a Permitted Use under the *Land Use Bylaw*, the Development Authority Officer shall issue or refuse said Development Permit.
- 3.22 In cases where a Developer makes application for a Development Permit for a Discretionary Use under the *Land Use Bylaw*, the Municipal Planning Commission shall issue or refuse said Development Permit.

Title: Application for Development Permit	Policy No: 03-05
Section: 61	Code: P-I
Page No.: 5 of 12	E

4. APPEALS

- 4.1 In the event that the Development Authority fails to issue a Development Permit to a Developer, issues a Development Permit to a Developer subject to conditions, or issues an order under Section 645 of the *Act*, the Developer applying for the Development Permit or the person affected by the order may appeal to the Subdivision and Development Appeal Board.
- 4.2 In addition to a Developer or other person affected by an order under Subsection 4.1, any person affected by an order, decision or Development Permit made or issued by the Development Authority may appeal to the Subdivision and Development Appeal Board.
- 4.3 Despite Subsection 4.1 and Subsection 4.2, no appeal lies in respect of the issuance of a Development Permit for a Permitted Use unless the provisions of the *Land Use Bylaw* were relaxed, varied or misinterpreted or if the application for the Development Permit was deemed to be refused under Subsection 3.12.
- 4.4 Any party identified under Subsection 4.1 and Subsection 4.2 who wishes to appeal a decision of the Development Authority must file a notice of appeal, accompanied by the application fee as set out in Smoky Lake County [Policy No. 61-11: Planning and Development Fees](#), with the Subdivision and Development Appeal Board.
- 4.5 A notice of appeal filed pursuant to Subsection 4.4 must be filed with the Subdivision and Development Appeal Board within **21 days** after the date on which the written decision is given by the Development Authority.
- 4.6 If the Development Authority has not made a decision on an application for a Development Permit within the **40-day** period or within an extension of that period agreed upon pursuant to Subsection 3.18, and the Developer chooses to deem the application refused, a notice of appeal must be filed with the Subdivision and Development Appeal Board within **21 days** after the date that the period or extension expires.
- 4.7 With respect to an order issued by the Development Authority under Section 645 of the *Act*, a notice of appeal must be filed with the Subdivision and Development Appeal Board within **21 days** after the date on which the order is made.
- 4.8 Upon receipt of a notice of appeal, the Subdivision and Development Appeal Board must hold an appeal hearing within **30 days** after the receipt of the notice of appeal.
- 4.9 The Subdivision and Development Appeal Board must give its decision in writing together with reasons for the decision within **15 days** after concluding the hearing.
- 4.10 A decision made by the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal to the Court of Queen's Bench on a question of jurisdiction of law, pursuant to the *Act*.

Title: Application for Development Permit	Policy No: 03-05
Section: 61	Code: P-I Page No.: 6 of 12 E

5. ENFORCEMENT

- 5.1 Where the Development Authority finds that a Development or use of land or a building is not in accordance with a Development Permit or the provisions of the *Land Use Bylaw*, as amended, the Development Authority may exercise the right to order compliance as outlined in the *Land Use Bylaw*, as amended, pursuant to the *Act*.

	Date	Resolution Number
Approved	September 20, 2007	# 618-07 - Page # 8484
Amended	January 31, 2013	# 302-13 - Page # 10434
Amended	October 24, 2013	# 1035-13 - Page # 10862
Amended	January 29, 2015	# 303-15 - Page # 11562
Amended	January 23, 2020	#

DEVELOPMENT PERMIT APPLICATION FORM

DEVELOPMENT PERMIT INSTRUCTIONS

It is important to read and understand the following instruction prior to completing this application form:

- 1) Every application for a Development Permit shall be submitted in complete form, accompanied by the applicable application fee set pursuant to Smoky Lake County **Policy No. 61-11: Planning and Development Fees**. If site work or construction has commenced prior to obtaining a Development Permit, you are advised that **no further work on the Development is to occur until a Development Permit has been issued**. Any access to, site servicing of, or construction started on the property prior to the issuance of a Development Permit, and/or during the appeal period, is at the Developer's risk and may be subject to enforcement measures being taken pursuant to the *Land Use Bylaw* and/or the *Act*, where applicable.
- 2) An application for a Development Permit **shall** be accompanied by the following information:
 - a. a site plan, to scale, showing the legal description; north arrow; location and dimension of property lines; existing utility rights-of-way and easements; fences; driveways; paved areas; proposed front, rear and side yard setbacks, if any; any provisions for off-street loading and vehicle parking; access and egress points to the site; and any encumbrance such as rights-of-way;
 - b. existing and proposed building dimensions;
 - c. the location of abandoned wells (if applicable), location of water bodies (if applicable), and the location of developed and undeveloped roads (if applicable);
 - d. the type and location of water supply and sewage and waste water disposal facilities;
 - e. a statement of uses;
 - f. a statement of ownership of the land and the interest of the applicant therein;
 - g. the signatures of at least one of the registered landowners listed on the Certificate of Title;
 - h. the estimated commencement and completion dates;
 - i. the estimated cost of the project or contract price;
 - j. an application fee as established by Smoky Lake County Policy No. 61-11: *Planning and Development Fees*, as amended;
 - k. written authorization from the registered owner authorizing the right-of-entry by the Development Authority to such lands or buildings as may be required for investigation of the proposed development;
 - l. in the case of an application for a Development Permit on Crown Land, Provincial authorization for the Development; and
 - m. any other information as required by the Development Authority.
- 3) The Development Authority **may** also require additional information in order to assess the conformity of a proposed Development with the *Land Use Bylaw* before consideration of the Development Permit shall commence. Such information may include:
 - a. floor plans;
 - b. elevations and sections of any proposed buildings;

- c. a Real Property Report, or other documentation indicating the exact location of all structures on the property (prepared within the last five (5) years, in a form that is acceptable to the Development Authority);
 - d. drainage, grading and landscaping plans which provide pre-and-post construction site elevations;
 - e. a storm water management plan approved by Alberta Environment and Parks (or other appropriate provincial authority);
 - f. a geotechnical report prepared, stamped and signed by a qualified professional registered in the Province of Alberta, in potentially hazardous or unstable areas;
 - g. a biophysical assessment prepared, stamped and signed by a qualified professional registered in the Province of Alberta, on the impacts of the proposed Development on wildlife habitats and environments;
 - h. a reclamation plan for aggregate extraction or site grading and excavation;
 - i. an environmental assessment to determine potential contamination and mitigation;
 - j. in the case of placement of an already constructed or partially constructed building on a parcel of land, information relating to the age and condition of the building and its compatibility with the District in which it is to be located;
 - k. a hydro-geological assessment, prepared, stamped and signed by a registered professional engineer or hydro-geologist, registered in the Province of Alberta, of any potential flooding or subsidence hazard that may, in the sole opinion of the Development Authority, affect the subject site;
 - l. a site plan detailing how vegetation, topography disturbance or erosion is to be minimized;
 - m. an environmental impact assessment describing a Development's potential environmental effects;
 - n. within the Garner Lake Area Structure Plan area, a landscaping plan;
 - o. a Cumulative Effects Assessment;
 - p. the identification of all rights-of-way and easements within or abutting the subject property; and/or
 - q. any additional information the Development Authority deems necessary.
- 4) Developers are advised to accurately locate any and all oil, gas, power, telephone and other utility lines on the subject site prior to the commencement of a Development by contacting Alberta One-Call at 1-800-242-3447 or by visiting www.albertaonecall.com.
- 5) Please note, that a Development Permit **does not** constitute a Building Permit, or any other Permit issued pursuant to the *Safety Codes Act*. After obtaining a Development Permit from Smoky Lake County, a Developer is required to obtain the applicable *Safety Codes Act* Permits (Building, Plumbing, Gas, Electrical and Private Sewage Disposal) from the County's Safety Codes inspectors The Inspections Group Inc. Please contact The Inspections Group Inc. at 780-454-5048 or by email at questions@inspectionsgroup.com.
- 6) If you have any questions regarding this application package, please contact the Smoky Lake County Planning and Development Department at 780-656-3730 or by email at pd@smokylakecounty.ab.ca. Alternatively, you may arrange a pre-application meeting with Planning and Development staff to discuss a proposed Development.

DEVELOPMENT PERMIT APPLICATION FORM

Internal Use Only

Our File Number: _____ Roll Number: _____ Your File Number: _____

Applicant Information

Applicant/Agent: _____ Phone: _____

Address: _____ Cell Phone: _____

City/Prov. _____ Postal Code: _____ Fax: _____

Email address: _____ Signature: _____

Applicant/Agent Authorization: I am the applicant/agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

Registered Landowner Information
 Owner same as applicant

Registered Owner: _____ Phone: _____

Address: _____ Fax: _____

City/Prov. _____ Postal Code: _____ Signature: _____

Section A - Property Information

Division _____

Legal: Lot ____ Block ____ Plan _____ and Part of ____ ¼ Sec ____ Twp ____ Rge ____ W4M

Subdivision Name (if applicable) or Area of Development _____

Rural Address/Street Address _____ Parcel Size _____

Number of existing dwellings on property (please describe) _____

 Has any previous application been filed in connection with this property? Yes No

If yes, please describe the details of the application and file number: _____

 Is the subject property near a steep slope (exceeding 15%)? Yes No

 Is the subject property near or bounded by a body of water? Yes No

 Is the subject property within 800m of a provincial highway? Yes No

 Is the subject property near a Confined Feeding Operation? Yes No Distance: _____

 Is the subject property within 1.5km of a sour gas facility? Yes No Distance: _____

 Is the subject property within 1.5km of a sewage treatment plant/lagoon? Yes No Distance: _____

Is the property the subject of a licence, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? Yes No

If yes, please describe: _____

Is the property the subject of the application is the subject of a licence, permit, approval, or other authorization granted by the Minister of Environment or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act*? Yes No

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? Yes No

If yes, the adjoining municipality is: _____

**The Minister is responsible for the following Acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act. Please see attached list of resources for identifying this information.*

Section B – Proposed Development Information

Estimated Cost of Project \$ _____

Estimated Commencement Date _____ Estimated Completion Date _____

Dwelling:

Floor Area _____ sq. ft. % of Lot Occupied _____ Height of Dwelling _____ ft / m

Accessory Building:

Floor Area _____ sq. ft. % of Lot Occupied _____ Height of Acc. Bldg _____ ft / m

Parking: # of Off-Street Parking Stalls (if applicable) _____

Land Use District (Zoning) of Property: _____

Description of Work:

Section C – Preferred Method of Communication

When a decision has been made on your file, do you wish for us to:

call you for pick up mail the decision email the decision

Section 608(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended states:

608(1) Where this Act or a regulation or bylaw made under this Section requires a document to be sent to a person, the document may be sent by electronic means if:

- a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose.

I/we grant consent for the Development Authority to communicate information and/or the decision electronically regarding my/our application. YES NO

OFFICE USE ONLY

Type of Payment: DEBIT CASH CHEQUE
 Fee \$ _____
 Receipt # _____
 Receipt Date _____
 Date Received _____
 *and deemed complete by Development Authority.
 Entered into MuniSight PD # _____

Authorization:

Permitted Use Discretionary Use

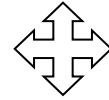
Issuing Officer's Name _____
 Issuing Officer's Signature _____
 Date of Approval _____
 Date Issued _____
 Comments and/or Variances _____

DEVELOPMENT PERMIT APPLICATION FORM

Our File Number: _____

Roll Number: _____

DEVELOPMENT PERMIT SITE PLAN



DATE:

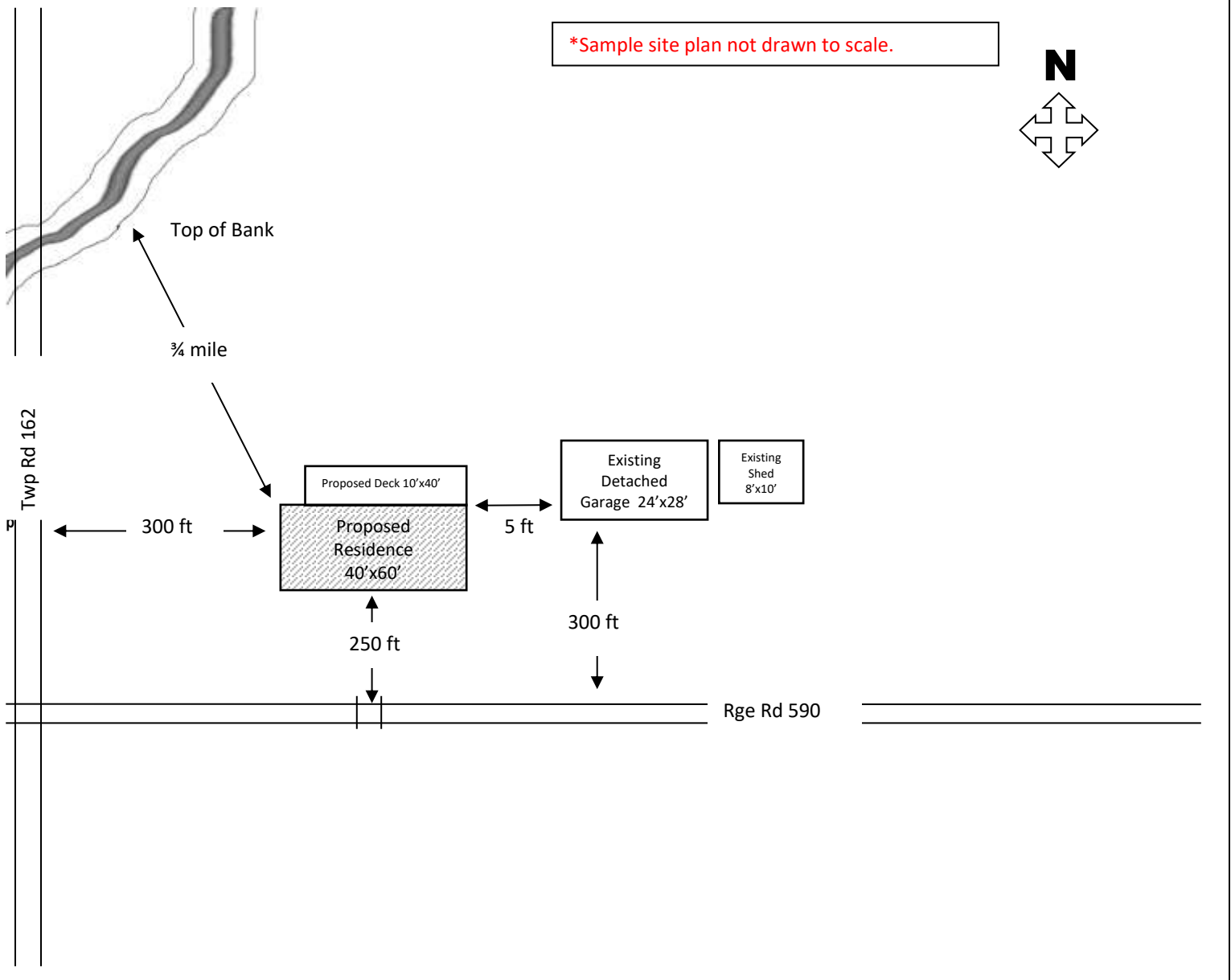
SIGNATURE OF APPLICANT:

DATE:

DEVELOPMENT AUTHORITY:

DEVELOPMENT PERMIT APPLICATION FORM

SAMPLE SITE PLAN



INCLUDE THE FOLLOWING INFORMATION IN YOUR SITE PLAN:

<ul style="list-style-type: none"> ✓ Location of existing buildings. ✓ Location of proposed buildings. ✓ Location of existing access (es). ✓ Location any proposed access (es). ✓ Location of any abandoned wells. ✓ Location of shelterbelts and dugouts. ✓ Location of water well(s). 	<ul style="list-style-type: none"> ✓ Front, Side and Rear Yard setbacks from <u>property lines</u> in meters/feet. ✓ Location of any water bodies on subject property. ✓ Location of driveway. ✓ All developed/undeveloped road allowances. 	<ul style="list-style-type: none"> ✓ Location of Private Sewage Disposal System (existing and/or proposed). ✓ Indicate the North direction. ✓ Location of all right-of-way and easements within or abutting the subject property. ✓ Location of power generation facilities (if applicable).
--	---	--



REQUEST FOR DECISION		DATE	December 16, 2021
			4.10
TOPIC	Policy Statement No. 08-18-09: Council Remuneration and Expenses		
PROPOSAL	<p><u>HISTORY:</u></p> <p><u>Policy Statement No. 08-18: Council Remuneration and Expenses (01)</u> was originally adopted on October 23, 2014 provide clarity and an equitable and transparent means of reimbursing Council members for business expenses and for their duties and responsibilities required to handle all functions as an Elected Official.</p> <p style="margin-left: 40px;">Remuneration: Reeve: \$ 57,783.00 Deputy Reeve: \$ 52,530.00 Councillors: \$ 49,903.50</p> <p>(02) May 6, 2015: <u>Amended:</u> Section 3 Remuneration: Reeve = \$ 57,783.00 Deputy Reeve: \$ 52,530.00 Councillors: \$ 49,903.50</p> <p>3.1.3 Councillor monthly inspection mileage in the amount of \$450 per month. 3.9 R.R.S.P. Smoky Lake County will contribute nine percent (9%) of gross remuneration to a Registered Retirement Pension Plan (RRSP) at either the Smoky Lake Branch of ATB or CIBC. <u>Insert:</u> A councilor may waive the RRSP contributions upon written request to the CAO. 3.9.1 A Councillor may waive the RRSP contributions for a specified term upon written request to the Chief Administrative Officer.</p> <p>(03) May 28, 2015: <u>Amended:</u> Salaries were updated to reflect the <u>2015 cost of living increases.</u> Remuneration: Reeve: \$ 59,516.49 Deputy Reeve: \$ 54,105.90 Councillors: \$ 51,400.54</p> <p>(04) October 2, 2017: <u>Amended:</u> Salaries were updated to reflect the <u>2017 cost of living increases.</u> Remuneration: Reeve: \$ 62,221.20 Deputy Reeve: \$ 56,565.60 Councillors: \$ 53,737.20</p> <p>(05) February 22, 2018: <u>Amended:</u> Salaries were updated to reflect the <u>2018 cost of living increases</u> Remuneration: Reeve: \$ 63,154.80 Deputy Reeve: \$ 57,414.00 Councillors: \$ 54,543.60</p> <p>3.1.2 Effective January 1st of each year, a Cost of Living increment rate (as established in the Statistics Canada - Consumer Price Index for the province of Alberta in the month of October from the previous year), will be automatically applied to Elected Officials salaries or R.R.S.P. unless a motion of Council determines otherwise. 3.1.3 Councillor monthly inspection mileage in the amount of \$350 per month from \$450.00. 3.7.6 A monthly amount of \$25.00 shall be paid monthly to each Councillor as an allowance for home internet use. 4.4 Policy Review and Changes: Month was changed to October from September.</p>		

(06) December 12, 2018: Amended: Salaries were updated to reflect the 2019 cost of living increases
Remuneration: Reeve: \$ 64,102.12
Deputy Reeve: \$ 58,275.21
Councillors: \$ 55,361.75

Council was informed about the Federal Government – one-third Tax Exemption.

3.1.3 Councillor monthly inspection mileage in the amount of \$450 per month from \$400.00

(07) January 29, 2019: Amended: To reflect the 2019 Canada Revenue Agency's removal of the 1/3 federal tax-free exemption of elected official's income, thereby increasing the base salary annual rate by 14% effective February 1, 2019. **Remuneration:** Reeve: \$ 73,075.20
Deputy Reeve: \$ 66,434.40
Councillors: \$ 63,112.80

(08) December 12, 2019: Amended: To remove the wording of the 1/3 federal tax-free exemption of elected official's income.
Section 1.3: Removed from Policy - "1.3 In accordance with Revenue Canada's provisions for Municipal Officials, one-third (1/3) of the total remuneration paid to municipal officials will be in-lieu of un-claimable and incidental expense. The remaining two-thirds (2/3) is considered employment income; as per **Bylaw 1184-08: Allowance for Expenses Incidental to Discharge of Elected Officer's Duties.** **Remuneration:** Reeve: \$ 73,075.20
Deputy Reeve: \$ 66,434.40
Councillors: \$ 63,112.80

Policy clean-up: As Bylaw No. 1364-19: repealed Bylaw No. 1184-09 and motion to amend Policy removed reference to Bylaw.

BACKGROUND:

In accordance with Policy Statement No. 08-18 – Section 4.4: Policy Review and Changes - Council will review the "Council Remuneration and Expense" Policy annually in the Month of October at a County Council Budget Meeting, which was held on October 29, 2021.

- Council discussion at this Budget Meeting lead to schedule a Policy Committee Meeting for November 12, 2021.

CURRENT:

Policy Committee Meeting: Held on November 12, 2021.

A **Request For Discussion Paper** was presented to Council at the Policy Committee Meeting:

- Information was provided on Remuneration obtained from the Municipalities Organizational Meeting Minutes and from published 2019 and 2020 Financial Statements from County of St. Paul, County of Two Hills, MD of Bonnyville, Lac La Biche, Thorhild County, Lamont County and Minburn County.
- Number of Committees, Boards, Commissions each municipality represented was provided to show how Municipalities are different in its approach to compensation methods and number of meeting; such as base salary plus honorarium.

Recommending Motion was made on November 12, 2021 – Policy Committee Meeting

Policy Statement No. 08-18-08: Council Remuneration - Motion 218-21

That the Smoky Lake County Policy Committee recommend amending Section 3.1.1 of Policy Statement No. 08-18-09: Council Remuneration, at a Regular County Council Meeting, to reflect a 5% rollback to Council's annual remuneration as follows:

	Current	With 5% Rollback
Reeve:	\$ 73,075.20	\$ 69,421.44
Deputy Reeve:	\$ 66,434.40	\$ 63,112.68
Councillor:	\$ 63,112.80	\$ 59,957.16
Councillor:	\$ 63,112.80	\$ 59,957.16
Councillor:	\$ 63,112.80	\$ 59,957.16

Policy Committee Meeting had a Request for Recorded Vote:	
In Favour	Opposed
Dominique Cere	Lorne Halisky
Linda Fenerty	Dan Gawalko
Jered Serben	

PROPOSAL:

Therefore, as discussed at the November 12, 2021 - Policy Committee Meeting and **recommending motion to proceed with amending the Policy Statement NO. 08-18-09: Council Remuneration and Expenses to reflect a 5% decrease to Council Annual Remuneration Rate for the Reeve, Deputy Reeve and Councillor(s).**

NOTE: Policy amendments apply to Section 3.1.1: Remuneration.
The remaining sections within the policy remain as is – no changes.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

MUNICIPAL GOVERNMENT ACT
Section 201: Policy Development.

BENEFITS

- Policy is established to demonstrate accountability and transparency of elected officials' remuneration and expenses.
- Policy addresses all aspects of compensation entitled to Elected Officials by virtue of their position on Council.
- Identifies types of expenses for budget allocations and provides direction on the processes

DISADVANTAGES

- N/A

ALTERNATIVES

- .

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____

Capital Costs: _____

Budget Available: _____

Source of Funds: _____

Budgeted Costs: _____

Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

N/A

COMMUNICATION STRATEGY

RECOMMENDATION

Recommendation:

That Smoky Lake County amend Policy Statement No. 08-18-09: Council Remuneration and Expenses, which reflects a 5% decrease in Council's Annual Remuneration rate to be in effective January 1, 2022.

CHIEF ADMINISTRATIVE OFFICER



Title: Council Remuneration and Expenses	Policy No.: 18-09
Section: 08	Code: P-R
	Page No.: 1 of 6 <i>E</i>

Legislation Reference:	Alberta Provincial Statutes.
-------------------------------	------------------------------

Purpose:	To provide clarity and an equitable and transparent means of reimbursing Council members for business expenses and for their duties and responsibilities required to handle all functions as an Elected Official.
-----------------	---

Policy Statement and Guidelines:

1. STATEMENT:

- 1.1 The County recognizes that in order to carry out County business, it is necessary for Council members to network, meet with ratepayers, participate in training, and attend related business and community functions.
- 1.2 Council of Smoky Lake County are required to commit a substantial amount of time and effort to the duties and responsibilities of their elected office. Not all duties and commitments can be identified in actual time.
- 1.3 The reimbursement of expenses will be guided by the following principles:
 - 1.3.1 Taxpayers dollars shall be spent responsibly with a focus on accountability and transparency.
 - 1.3.2 County commits to providing fair and reasonable level of remuneration.
 - 1.3.3 Only legitimate expenses incurred when undertaking Council authorized functions will be reimbursed.

2. DEFINITIONS:

- 2.1 **Remuneration:** means the annual rate of pay for the Reeve, Deputy Reeve and Councillors.
- 2.2 **Expenses:** includes transportation, lodging (hotel), mileage, taxi fare, parking and other out-of-pocket expense incurred while on County business.
- 2.3 **Hospitality Event:** an authorized event where food and beverage are provided, at public expense to people who are not employed by the County.
- 2.4 **Benefit Package:** is the insurance coverage available to Council through the County's group carrier.

Policy Statement and Guidelines:

3. GUIDELINES:

3.1 Remuneration

Council will discuss the remuneration for the Reeve, Deputy Reeve and Councillors at a Budget Meeting.

3.1.1 The Council annual remuneration is:

Reeve:	\$ 69,421.44
Deputy Reeve:	\$ 63,112.68
Councillor:	\$ 59,957.16

3.1.2 Effective January 1st of each year, a Cost of Living increment rate (as established in the Statistics Canada - Consumer Price Index for the province of Alberta in the month of October from the previous year), will be automatically applied to Elected Officials salaries or R.R.S.P. unless a motion of Council determines otherwise.

3.1.3 Cost of Living increments as established in the County's Collective Agreement with CUPE (Canadian Union of Public Employees) will be automatically applied to Smoky Lake County Management and non-union (out-of-scope) employees.

3.1.4 Councillor monthly divisional travel mileage allowance is \$400.00 per month.

3.2 Meals

3.2.1 A Meal allowance shall be payable when travel is required to be away from home or office (and will be paid requiring no receipt) at a rate of:

Breakfast:	\$ 20.00	before 7:00 a.m.
Lunch:	\$ 20.00	before 12:00 p.m.
Dinner:	\$ 30.00	after 5:00 p.m.

3.2.2 Receipts for meals that accompany an expense claim form or that are charged to County Credit Card will be paid to the Councillor or, in the case of credit card charges, coded to the Councillor's expenses at the value (including gratuity) on the receipt.

3.3 Mileage

3.3.1 Mileage will be reimbursed when required to drive a personal vehicle for County business purposes and the current mileage rate per kilometer shall be \$0.55 per km.

3.3.2 A review of mileage rates will be undertaken annually with consideration for other Canadian Public Sector mileage reimbursements.

3.3.3 For Council members, mileage is calculated from and back to residence.

3.4 Transportation

3.4.1 **Automobile Travel:** actual kilometers travelled outside of the County may be claimed at the current rate established in this policy.

3.4.1.1 Members of Council use their personal vehicles for Municipal Business shall be required to adhere to ***Policy Statement No. 14.A-07: Use of Personal Vehicles on Municipal Business.***

Title: Council Remuneration and Expenses	Policy No.: 18-09
Section: 08	Code: P-R
	Page No.: 3 of 6 E

Policy Statement and Guidelines:

3.4.2 **Ground Transportation:** includes taxi or bus, parking will be reimbursed at cost.

3.4.3 **Air Travel:** will be at economy rates by the most direct route available.
Submission of receipts required.

3.5 Lodging

3.5.1 The cost of hotel accommodation and all taxes may be prepaid using a County Credit Card.

3.5.2 When the hotel and taxes are paid by the individual Councillor, Smoky Lake County will provide a reimbursement based on the original receipt.

3.5.3 It is the attendees' responsibility to give adequate notice of non-attendance. Failure to do so may, at the discretion of Council, result in the individual being liable for all non-refundable costs.

3.6 Hospitality Event

A County organized Hospitality Event is considered a Business Expense. A Councillor engaged in an authorized County Hospitality Event may claim or submit receipts for alcoholic and other beverages and food purchased at these special events for consumption by the Councillors and/or others while promoting the interests of Smoky Lake County.

3.7 Information Technology Equipment and Services

Cell Phone:

3.7.1 Cell phones / Smart Phones are provided to Councillors.

3.7.2 A monthly fee of \$50.00 shall be charged to Councillors to cover the cost of personal use of cell phones/smart phones.

3.7.3 Upon leaving Elected Office, the Councillor may keep the cell phone and number. The contract will be transferred to the individual's name.

3.7.4 If a Councillor chooses to use his/her own personal cell phone or device, the County will reimburse the actual costs up to a maximum of \$100.00 per month upon submission of a receipt.

3.7.5 When travelling, the Councillor shall advise the County Safety Officer in order to ensure that the cell phone plan is adjusted to avoid excessive roaming charges.

Internet:

3.7.6 A monthly amount of \$25.00 shall be paid monthly to each Councillor as an allowance for home internet use, effective January 2019.

Laptop:

3.7.7 A laptop with carrying case will be provided to each Councillor.

3.7.8 Upon leaving Elected Office, or after necessary computer replacement, the Councillor may keep the Computer and case. Smoky Lake County will cease to provide support services for these devices.

Title: Council Remuneration and Expenses	Policy No.: 18-09
Section: 08	Code: P-R
	Page No.: 4 of 6 E

Policy Statement and Guidelines:

3.8 Benefit Package

Benefit Package will be available to members of Council through the County's Insurance Carrier.

At the beginning of their first Elected Term, members of Council will be provided with the AMSC Group Benefits a booklet.

3.9 R.R.S.P.

Smoky Lake County will contribute nine percent (9%) of gross remuneration to a Registered Retirement Pension Plan (RRSP) at either the Smoky Lake Branch of ATB or CIBC.

3.9.1 A Councillor may waive the RRSP contributions for a specified term upon written request to the Chief Administrative Officer.

3.10 Non Standard Expenses

If a Councillor incurs business expenses not specifically authorized by this Policy, Council as a Whole, may, subject to availability of funds, and appropriate budget, authorize payment of such a business expense claim.

3.10.1 A member of Council will not be reimbursed for the cost of a fine.

3.10.2 An expense for a spouse or companion is not an eligible individual expense and will not be reimbursed.

3 PROCEDURE:

4.1 An Expense Claim Form, as per **Schedule "A": Councillor Business Expense Claim**, must be submitted in order for a claim to be processed, unless provided otherwise.

4.1.1 All necessary receipts and/or documentation must accompany the Expense Claim.

4.1.2 Receipts must be detailed and must show the vendor GST registration number.

4.1.3 Councillor Business Expense Claims shall be submitted on a monthly basis.

4.1.4 Councillors will submit all detailed receipts charged to the Smoky Lake County Credit Card, as per **Policy Statement No. 08-07: County Credit Card**, in a timely manner in order to prevent credit card interest charges.

Title: Council Remuneration and Expenses	Policy No.: 18-09
Section: 08	Code: P-R
	Page No.: 5 of 6 E

Policy Statement and Guidelines:

- 4.2 All expense claims must be reviewed by administration to ensure compliance with Policy.
 - 4.2.1 The Reeve or Deputy Reeve will sign the expense claim for council members to indicate that they have been received and approved.
 - 4.2.2 The Deputy Reeve shall sign the expense claim submitted by the Reeve, to indicate it has been received and approved, and may in the absence of the Reeve sign all other expense claims.
 - 4.2.3 The Reeve or Deputy Reeve, as the case may be, will bring discrepancies of interpretation to Council for decision.
 - 4.2.4 Upon submission of a signed Business Expense Claim Form, a Member of Council warrants all claims are related to Smoky Lake County business.

- 4.3 **Public Disclosure:** The Councillor’s Business Expenses will be made available in the Smoky Lake County Administration Office.

- 4.4 **Policy Review and Changes:** Council will review the “Council Remuneration and Expense” Policy annually in the Month of October at a County Council Budget Meeting.

- 4.5 Expenses related to partisan political functions shall comply with *Policy Statement No. 01-36: Expenses and Contributions to Political Functions.*

	Date	Resolution Number
Approved	October 23, 2014	# 52-14 - Page # 11440
Amended	May 6, 2015	#642-15 - Page # 11769
Amended	May 28, 2015	#649-15 - Page # 11776
Amended	October 2, 2017	#1107-17 - Page # 12812
Amended	February 22, 2018	#321-18 - Page # 12968
Amended	December 12, 2018	#244-18 - Page # 13421
Amended	January 29, 2019	#269-19 - Page # 13437
Amended	December 12, 2019	#165-19 - Page # 13889
Amended	December 16, 2021	#



SCHEDULE "A"

SMOKY LAKE COUNTY

Councillor Business Expense Claim

Name: _____

Claim for the Month Of _____

Date D/M/Y	Description (name and location)	Meals				Mileage		Misc (Parking, etc)	Total
		Breakfast \$20	Lunch \$20	Dinner \$30	Total Meals	KM	\$.55/km		
TOTAL MUNICIPAL									

1-2-212-11-_____

1-2-211-11-_____

1-2-212-11-_____

Date D/M/Y	Description (name and location)	Meals				Mileage		Misc (Parking, etc)	Total
		Breakfast \$20	Lunch \$20	Dinner \$30	Total Meals	KM	\$.55/km		
	ASB								
	FCSS								
	GAS								
	FOUNDATION								
	MPL/SDAB								
TOTAL OTHER									
TOTAL EXPENSES									

1-2-212-62-_____

1-2-211-62-_____

1-2-212-62-_____

1-2-212-11-_____

1-2-211-11-_____

1-2-212-11-_____

5-2-212-91-11-_____

5-2-211-91-11-_____

5-2-212-91-11-_____

1-2-212-65-_____

1-2-211-65-_____

1-2-212-65-_____

1-2-212-61-_____

1-2-211-61-_____

1-2-212-61-_____

REQUEST FOR DECISION

DATE

December 16, 2021**4.11**

TOPIC

Smoky Lake County Community Learning Council (CLC): 2021 -2024 Community Adult Learning Program (CALP) GRANT.

PROPOSAL

1. HISTORY:

- 1.1 Smoky Lake County has been committed to Community Learning Council for the past **46 years**; previously known as Smoky Lake Further Education Council which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education, by resolution.
- 1.2 On **January 1, 1995**: a change in Designated Hosting Authority to Smoky Lake County to continue support for the Program was made by resolution when the school boards amalgamated in 1995 and the Smoky Lake County Board of Education was dissolved.
- 1.3 There are **18 municipalities** that are Legal Hosts for the Community Adult Learning Program (CALP) Grant.

2. BACKGROUND:

- 2.1 Smoky Lake County and Smoky Lake County Community Learning Council adheres to the **CALP Guidelines** and an official Legal Host Agreement has been established since 2004 by the Smoky Lake County Community Learning Council, and amended by signing a new Legal Host Agreement when any party representative changes occur.
- 2.2 Smoky Lake County Community Learning Council following is a list of members consisting of executive, directors, and contact persons for the Smoky Lake County Community Learning Council be approved for the **Year 2020-2021 as the Council Decision-Making Body**:

**SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL****2020 - 2021 Council Decision-Making Body**

Name	Position on Decision-Making Body	Agency Represented, if applicable	Contact information: address, phone, email, etc
Melody Kaban	Chairperson	N/A	Box 464 Smoky Lake, Alberta T0A 3C0 Phone: (780) 656-0972 kaban@mcsnet.ca kaban62@gmail.com
Mary Lou Doshewnek	Vice-Chairperson Contact Person Smoky Lake and Area	N/A	Box 793 Smoky Lake, Alberta T0A 3C0 Phone: (780) 656-4066 mldosh@yahoo.com
Barb Shapka	Contact Person Vilna and Area	Smoky Lake County	R.R. #1 Willingdon, Alberta T0B 4R0 Phone: (780) 636-2277 bshapka@smokylakecounty.ab.ca

Tracy Wilhelm	Contact Person Waskatenau and Area	Anne Chorney Public Library	Box 266 Waskatenau, Alberta T0A 3P0 Phone: (778) 963-0622 tracymwilhelm@gmail.com
Karen Wood	Director	N/A	Box 71 Bellis, Alberta T0A 0J0 Phone: (780) 636-2183 bkwood21@gmail.com
Leon Boychuk-Hunter	Director	Metis Crossing	Box 548 Smoky Lake, Alberta T0A 3C0 Phone: (780) 656-2229 Cell: (780) 264-5466 metiscrossing@metis.org thisisleon@gmail.com
Darren Trembecky	Director	N/A	Box 354 Smoky Lake, Alberta T0A 3C0 Cell: (780) 521-5252 drtrembecky@gmail.com
Michelle Wright	Director	Community Economic Development Officer (CEDO) Smoky Lake Region	Box 208 Smoky Lake, Alberta T0A 3C0 Cell: (780) 656-5398 cedo@smokylakeregion.ca

General Council Membership

Name	Position	Contact Information
Christine Hominiuk	Executive Program Coordinator – Literacy & Foundational Program Community Learning Council	Box 88 Vilna, Alberta T0A 3L0 Phone: (780) 636-2024 Cell: (780) 656-8277 Fax: (780) 636-2024 coordinator@slcountyclc.ca
Lydia Cielin	Secretary-Treasurer – Community Learning Council	Box 631 Smoky Lake, Alberta T0A 3C0 Phone: (780) 656-3730 Fax: (780) 656-3768 lcielin@smokylakecounty.ab.ca
Emilee Feniak	Program Coordinator – Family Literacy Program Community Learning Council	Box 903 Smoky Lake, Alberta T0A 3C0 Phone: (780) 656-0661 Cell: (780) 650-5400 familyliteracy@slcountyclc.ca emileefeniak@hotmail.com

Staff Membership

Gene Sobolewski	Chief Administrative Officer Smoky Lake County – Legal Host	Box 310 Smoky Lake, Alberta T0A 3C0 Cell: (780) 207-1884 Fax: (780) 656-3768 cao@smokylakecounty.ab.ca
-----------------	---	---

Legal Host

3. CURRENT:

- 3.1 On **August 26, 2021**: Smoky Lake County Community Learning Council (CLC) passed a **Motion # 16-21** to acknowledge receipt of the Community Learning Council Grant from the Alberta Advanced Education as provided by the Chief Administrative Officer confirming that the County will receive this grant, as per letter dated June 15, 2021 - as follows:

June 15, 2021

Gene Sobolewski
Chief Administrative Officer
Smoky Lake County
Box 310
Smoky Lake, Alberta T0A 3C0

AR 61169

Dear Sobolewski:

This letter is to acknowledge receipt of the Smoky Lake County Community Learning Council's 2021-2024 Community Adult Learning Program (CALP) Gant Application. The review is now complete and we are pleased to advise that the application has been approved for funding.

We will be executing the grant agreement is counterpart, so please carefully review the instructions that follow, as they describe a process that is different from our normal execution process. Each step must be followed in order to achieve a properly-executed agreement.

Attached is a copy of the grant agreement. Please print off one copy, sign it in wet ink (which shall be retained by you for your records), and email a PDF of the entire signed grant agreement to AE.GrantManagement@gov.ab.ca.

Once we receive your signed grant agreement by email, the department will sign a separate copy of the grant agreement and will email it to you for your records, and the first payment will be made.

If you have any questions or require further information, please do not hesitate to contact Kristina Tsoukalas, at 780-644-7159 or email kristina.tsoukalas@gov.ab.ca.

Sincerely,

Carla Corbett
Executive Director
Program Implementation and Coordination

Grant deposited in the County on September 20, 2021.

4. PROPOSAL:

Smoky Lake County Community Learning Council was successful in its application and receive acknowledgment from Alberta Advanced Education to receive a Community Adult Learning Council Program (CALP) for next three years commitment: **July 1, 2021 – June 30, 2024** Base operating CALP grant in the amount of **\$113,230.00**.

- Motion recommendation is to acknowledge such action by Smoky Lake County as the Legal Host for documentation purposes.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

POLICY STATEMENT NO. 08-19-02: Smoky Lake County Community Learning Council Program – LEGAL HOST AGREEMENT.

This Policy clearly defines and clarifies the relationship in terms of the roles and responsibilities between the Service Organization and the Legal Host.

BENEFITS	<ul style="list-style-type: none"> Clearly demonstrates support and the continuation of the Community Learning Council under the Legal Host Model under a Municipality. Consistent representation to the Community Learning Council will maintain integrity and compliance to the CALP regulations. Displays County’s relationship to Community Learning Council – under a Policy that formalizes and clearly articulated in written format by outlining the framework for the continued fostering of lifelong adult foundational learning within our community with defined roles and responsibilities. 												
DISADVANTAGES	N/A - Practices established.												
ALTERNATIVES	Withdraw from the Program.												
FINANCE/BUDGET IMPLICATIONS													
<p><u>2021/2022 Grant Distribution:</u></p> <table border="0"> <tr> <td>Operating Costs:</td> <td><u>\$113,230.00</u></td> <td>Capital Costs:</td> <td>_____</td> </tr> <tr> <td>Budget Available:</td> <td>_____</td> <td>Source of Funds:</td> <td>_____</td> </tr> <tr> <td>Budgeted Costs:</td> <td>_____</td> <td>Unbudgeted Costs:</td> <td>_____</td> </tr> </table> <p>No budget implications. Smoky Lake County as illustrated in the “Legal Host Agreement” is the Legal financial administrator that receives the Community Adult Learning Program (CALP) Grant, retains the amount required to administer the cost for the Payroll and benefits in the amount of Year 2021: <u>\$ 80,619.00.</u></p> <p>The remaining funds in the amount of <u>\$32,611.00</u> are transferred by a cheque written to Smoky Lake County Community Learning Council as needed to administer the Programming and Operations under the guidelines of the Community Adult Learning Program (CALP).</p>		Operating Costs:	<u>\$113,230.00</u>	Capital Costs:	_____	Budget Available:	_____	Source of Funds:	_____	Budgeted Costs:	_____	Unbudgeted Costs:	_____
Operating Costs:	<u>\$113,230.00</u>	Capital Costs:	_____										
Budget Available:	_____	Source of Funds:	_____										
Budgeted Costs:	_____	Unbudgeted Costs:	_____										
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	With Alberta Advanced Education.												
COMMUNICATION STRATEGY	Between Smoky Lake County Community Learning Council Decision-Making Body.												
RECOMMENDATION													
<p>That Smoky Lake County acknowledge receipt of the letter received from Carla Corbett, Executive Director, Program Implementation and Coordination, Operations and Client Service Delivery, Government of Alberta, Advanced Education, dated June 15, 2021, in regard to the Smoky Lake County Community Learning Council’s - Community Adult Learning Program (CALP) for three years: <u>July 1, 2021 – June 30, 2024 Base</u> operating funding in the amount of <u>\$113,230.00 – Grant Agreement # AR61169</u>, and approve action taken by the Chief Administrative Officer, Legal Host Representative in executing the Community Adult Learning Program (CALP) Grant agreement for a three-year Grant commitment between the Minister of Advanced Education and the Legal Host: Smoky Lake County.</p>													
CHIEF ADMINISTRATIVE OFFICER													

**ALBERTA ADVANCED EDUCATION
COMMUNITY ADULT LEARNING PROGRAM GRANT AGREEMENT**

Between:

HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA
as represented by the Minister of Advanced Education
(“**Minister**”)

and

SMOKY LAKE COUNTY
(“**Legal Host**”)

WHEREAS the Smoky Lake County Community Learning Council (“Service Organization”) has submitted an application for a Community Adult Learning Program Grant to the Minister.

AND WHEREAS the Minister is willing to make a grant to the Legal Host on behalf of the Service Organization and is authorized to do so in accordance with the *Advanced Education Grants Regulation* AR 121/2008, as amended from time to time.

The Minister and the Legal Host therefore agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

1.1 Definitions – In this Agreement, the following expressions have the following meanings:

“**Agreement**” means the agreement between the Parties, including the schedules, and any amendment thereto.

“**Approved Activities**” means the approved activities from July 1, 2021 to June 30, 2024 described in Schedule A, including any modifications approved by the Minister in writing.

“**Confidential Information**” means all information developed or acquired as a result of carrying out this Agreement, including without limitation, technical, financial and Approved Activities information, which is designated as confidential in writing, is disclosed in circumstances of confidence, or would generally be understood by a person exercising reasonable business judgment to be confidential.

“**Fiscal Year**” means the fiscal year of the Minister, which is the period commencing on April 1 of any calendar year and ending on March 31 of the following calendar year.

“**FOIP**” means the *Freedom of Information and Protection of Privacy Act* RSA 2000 cF-25, as amended from time to time.

“**Grant**” means the proposed grant described in section 3.1.

“**Grant Proceeds**” means all amounts paid to the Legal Host under this Agreement, and includes all interest and other income earned from investment of these amounts.

“**Grants Regulation**” means the *Advanced Education Grants Regulation* AR 121/2008, as amended from time to time.

“**Guidelines**” means the *Community Adult Learning Guidelines* issued by or on behalf of the Minister that are in effect as of the date of the signing of this Agreement.

“**Intellectual Property**” means a product of the intellect including, without limitation, works in the form of scientific discoveries, inventions or discoveries with or without patent possibilities, designs, patents, trade-marks, copyrighted materials, computer software, trade secrets and know-how.

“**Party**” means either the Minister or the Legal Host, individually.

“**Parties**” means the Minister and the Legal Host, collectively.

“**Term**” means the period from the date both Parties have signed this Agreement to and including October 31, 2024 and includes any extension agreed to by the Minister.

1.2 Section Headings – All section headings in this Agreement have been included for convenience only and shall not be considered in interpreting the text of this Agreement.

1.3 Section Numbers – References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement.

1.4 Plural and Singular – In this Agreement, words in the singular include the plural and words in the plural include the singular.

1.5 Schedules – The following schedules are incorporated into and form part of this Agreement:

Schedule A – Application
Schedule B – Reports.

1.6 Conflicts – In the event of any inconsistency or conflict between Schedule A and the rest of this Agreement (including the body of this Agreement and Schedule B), the rest of this Agreement shall govern.

1.7 Entire Agreement – This Agreement, including the schedules referred to in section 1.5, is the entire agreement between the Minister and the Legal Host with respect to the Approved Activities and the Grant, and supersedes all previous agreements, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.

2. INDEPENDENT STATUS

Independent Status – The Legal Host is an independent entity under this Agreement and nothing in this Agreement is to be construed as creating a relationship of employment, agency or partnership between the Minister and the Legal Host.

3. THE GRANT

3.1 Total Grant Amount – Subject to the terms and conditions of this Agreement, the Minister will provide the Legal Host on behalf of the Service Organization with a grant of up to \$339,690 for the purpose of the Approved Activities.

3.2 Grants Regulation – Nothing in this Agreement in any way relieves the Legal Host from strict compliance with the Grants Regulation or otherwise impacts the interpretation or application of the Grants Regulation.

3.3 Use of Proceeds – The Legal Host shall ensure that the Grant Proceeds are used solely for the Approved Activities and shall ensure that the Approved Activities are carried out as described in Schedule A and in accordance with the terms and conditions of this Agreement.

3.4 Timing of Grant – Subject to the terms and conditions of this Agreement, the Grant will be paid according to the following schedule:

- (a) up to \$113,230 within a reasonable time following the signing of this Agreement;
- (b) up to \$113,230 on or about July 1, 2022; and
- (c) up to \$113,230 on or about July 1, 2023.

3.5 Conditions of Payment and Use – Payment and use of the Grant is conditional on the Minister, acting reasonably, being and remaining satisfied that:

- (a) the Legal Host is in compliance with all of its obligations under this Agreement; and
- (b) the Approved Activities are proceeding and conform to the Guidelines.

3.6 Reduction to Reflect Budgetary Constraints – The Minister may by notice to the Legal Host, prior to the commencement of any Fiscal Year during the Term, reduce the Grant Proceeds for that Fiscal Year and, if applicable, subsequent Fiscal Years during the Term, by an amount proportional to any overall reduction in spending or discretionary spending imposed on:

- (a) all departments of the Government of Alberta; or
- (b) the particular department, or the particular division thereof, then having responsibility for the administration of this Agreement.

3.7 Interest and Investment – The Legal Host shall invest any portion of the Grant Proceeds paid to the Legal Host, but not immediately required for the Approved Activities, in a separate interest-bearing account or other prudent investment with a reasonable return in such a manner that is readily reportable to the Minister.

3.8 Repayment of Grant – Any portion of the Grant Proceeds not used during the Term, or on earlier termination of this Agreement, and accounted for in accordance with this Agreement must be repaid to the Government of Alberta unless, on application by the Legal Host, the Minister in writing varies the purpose or conditions of the Grant so as to allow the use of the remainder of the Grant Proceeds under the varied purpose or conditions.

3.9 Budget – Up to fifteen percent (15%) of the Service Organization’s budget as set out in Schedule A may be transferred from one category to another without the Minister’s prior written approval. The Legal Host shall submit a written request to the Minister for approval of any transfers of more than fifteen percent (15%) from one budget category to another.

4. REPRESENTATIONS AND WARRANTIES

Representations and Warranties – The Legal Host represents and warrants that:

- (a) it has made full, true and plain disclosure to the Minister of all facts relating to the Approved Activities that are material to this Agreement, and this Agreement does not contravene any law or agreement to which the Legal Host is subject;
- (b) the execution by the Legal Host of this Agreement and the carrying out of this Agreement and the Approved Activities have been duly and validly authorized by the Legal Host in accordance with applicable law, and this Agreement shall constitute a binding legal obligation of the Legal Host;
- (c) the Legal Host shall communicate to the Minister for the Minister’s approval, through a detailed report, as soon as possible, proposed significant changes in the Approved Activities, including costs, scope, types of expenditures, and other existing or prospective funders;
- (d) any individuals named in Schedule A are employees or contractors of the Service Organization, and will be assigned to or otherwise enabled to perform their respective roles in the Approved Activities;
- (e) any individuals assigned to or performing roles in the Approved Activities shall carry out the Approved Activities in accordance with the generally accepted standard of competency in the field of endeavour associated with the Approved Activities and all applicable professional standards;
- (f) any individuals assigned to or performing roles in the Approved Activities shall comply with the terms and conditions of this Agreement; and
- (g) a valid police information check, criminal record check, vulnerable sector check, or such other security screening protocol currently used by the Service Organization for the Approved Activities will be completed, at the Service Organization’s expense, for any individuals assigned to or performing roles in the Approved Activities who work with or have the potential to have unsupervised access to vulnerable persons or personal information of vulnerable persons, prior to such individuals being given access, and the Legal Host shall provide to the Minister, on request, written verification that the police information checks, criminal record checks, vulnerable sector checks, or other security screening protocols have been performed.

5. REPORTS, RECORDS, AND MONITORING

5.1 Reporting – The Legal Host shall comply with the reporting requirements of Schedule B.

5.2 Records of Approved Activities – During the Term and for a period of five (5) years afterwards, the Legal Host shall maintain or cause to be maintained full, accurate and complete records of the activities conducted in furtherance of, and the results achieved through the conduct of, the Approved Activities.

- 5.3 Financial Records** – During the Term and for a period of five (5) years afterwards, the Legal Host shall keep full, accurate and complete records and books of account relating to the receipt and expenditure of the Grant Proceeds.
- 5.4 Audit** – The Minister or the Auditor General, or their authorized representatives may, during the Term and for five (5) years afterwards, on reasonable notice to the Legal Host, audit or examine, and take copies and extracts of, the records and books of account maintained by the Legal Host in accordance with sections 5.2 and 5.3. The cost of any special audit, examination or report shall be payable by the Minister, unless the audit, examination or report reveals material breaches of this Agreement or indicates that the records and books of account were inadequate to permit a determination of how the Grant Proceeds were used by the Legal Host or what results were achieved through the conduct of the Approved Activities, in which case the cost shall be borne by the Legal Host.
- 5.5 Inspection** – The Minister is entitled, at reasonable times during the Term and on reasonable notice to the Legal Host, to have its authorized representatives attend at the premises of the Legal Host or at the place where the Approved Activities are being carried out, for the purpose of examining premises and files, documents and records, and any other assets pertinent to the Approved Activities in order to assess whether the Legal Host is in compliance with the terms and conditions of this Agreement. The Legal Host shall provide the authorized representatives with such assistance as may be reasonably required during such an inspection. This right of inspection is limited to the purpose of ascertaining whether this Agreement has been complied with, and the Minister shall not have any general right to obtain custody or copies of records in the custody of the Legal Host.

6. FUNDING ACKNOWLEDGEMENT

Funding Acknowledgement – Materials relating to the Approved Activities that are printed, produced, or created by the Legal Host or the Service Organization (such as advertising, brochures, websites, and videos) shall contain an acknowledgement that the Approved Activities were made possible by funding from the Government of Alberta.

7. CONFIDENTIALITY AND ACCESS TO INFORMATION

- 7.1 Confidentiality** – The Legal Host shall keep and cause to be kept in strict confidence all Confidential Information and shall only disclose such Confidential Information to others on a need to know basis, or as otherwise permitted by the terms and conditions of contracts to which the Legal Host is a party.
- 7.2 Access to Information** – The Legal Host acknowledges that this Agreement, including the name of the Legal Host and the Service Organization, and the terms and conditions of the Grant under this Agreement, may be subject to disclosure pursuant to FOIP. The Legal Host further acknowledges that FOIP applies to information obtained, related, generated, collected or provided to the Minister under this Agreement and that any information in the custody or under the control of the Minister may be disclosed.

8. INTELLECTUAL PROPERTY

- 8.1 Intellectual Property** – The Legal Host acknowledges and agrees that any Intellectual Property that may be generated through the Approved Activities be used for the benefit of Alberta and Albertans. Ownership of any Intellectual Property developed through the Approved Activities will follow the policies and practices of the Legal Host and agreements to which the Legal Host is a party.

8.2 Ownership of Reports – Ownership of any reports provided under this Agreement, regardless of form, and all intellectual property rights therein, vests in the Minister.

9. INDEMNIFICATION AND INSURANCE

9.1 Indemnity – The Legal Host agrees to indemnify and hold harmless the Minister from any third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Legal Host is legally responsible, including those arising out of negligence or willful acts by the Legal Host, the Service Organization or the directors, officers employees, contractors or agents of the Legal Host or Service Organization.

9.2 General Liability Insurance – The Legal Host shall, at its own expense and without limiting its liabilities under this Agreement, insure the operations of the Service Organization under a contract of General Liability Insurance in an amount of not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury and property damage including loss of use.

9.3 Evidence of Insurance – The Legal Host shall provide, on request, evidence of the insurance required under section 9.2 to the Minister in a format acceptable to the Minister.

10. TERMINATION AND NON-PERFORMANCE

10.1 Termination – The Minister may terminate this Agreement without cause on thirty (30) days written notice to the Legal Host. This Agreement is terminated as of the date given in the termination notice.

10.2 Events of Default – If the Legal Host or Service Organization fail to proceed with the Approved Activities, are not carrying out the Approved Activities, alter the Approved Activities without the consent of the Minister, use any part of the Grant Proceeds other than for the Approved Activities, or have otherwise breached any term or condition of this Agreement, the Legal Host will be deemed to have committed an event of default and the Minister may give written notice to the Legal Host referring to the breach and requiring the Legal Host to remedy the breach within a reasonable time in the Minister’s sole discretion, as so stated in the notice.

10.3 Remedy – If the Minister has given notice pursuant to section 10.2 and the Legal Host has failed to commence to remedy the breach or the Legal Host has failed to remedy the breach within the time specified in the notice, the Minister may do any one or more of the following:

- (a) withhold payment of all or any portion of the Grant Proceeds;
- (b) demand repayment of all or any portion of the Grant Proceeds;
- (c) suspend expenditure of the Grant Proceeds;
- (d) require that the Grant Proceeds be used for other purposes approved by the Minister;
- (e) terminate this Agreement; and
- (f) pursue any remedy available to the Minister in law or equity.

11. CONFLICT OF INTEREST

11.1 Other Agreements – The Legal Host shall not enter into any other agreement with any other Minister of the Government of Alberta or any other person, the requirements of which will conflict with the requirements of this Agreement, or which will or may result in its interest in any other agreement and this Agreement being in conflict.

11.2 Impartiality, Private Interests, Acceptance of Benefits and Financial Interests – The Legal Host shall ensure that the Legal Host, the Service Organization and the directors, officers, employees, contractors and agents of the Legal Host and Service Organization:

- (a) conduct their duties related to this Agreement with impartiality and shall disqualify themselves from dealing with anyone with whom a relationship could bring their impartiality into question;
- (b) not influence, seek to influence, or otherwise take part in a decision of the Minister, knowing that the decision might further their private interests;
- (c) not accept any commission, discount, allowance, payment, gift or other benefit that is connected, directly or indirectly, with the performance of their duties related to this Agreement, that causes, or would appear to cause, a conflict of interest; and
- (d) have no financial interest in the business of a third party that causes, or would appear to cause, a conflict of interest in connection with the performance of their duties related to this Agreement.

11.3 Disclosure – The Legal Host shall promptly disclose to the Minister any conflict of interest or apparent conflict of interest arising under section 11.2.

12. COMMUNICATIONS

12.1 Announcement – The Legal Host shall ensure that no public announcement or press release regarding this Agreement or the making of the Grant is made or issued, except in consultation with and the approval of the Minister as to the contents of the announcement or press release, which approval shall not be unreasonably withheld.

12.2 Notices – Any notices, approvals, consents and other communication under this Agreement shall be in writing and will be effective when delivered in person, by mail, e-mail, or couriered to the following respective addresses:

- (a) if to the Minister:

Alberta Advanced Education
Program Implementation and Coordination
10th Floor, Commerce Place
10155 102 Street
Edmonton AB T5J 4G8

Attention: Carla Corbett

Phone: 780-422-1193
E-mail: Carla.Corbett@gov.ab.ca

(b) if to the Legal Host:

Smoky Lake County
P.O. Box 310
Smoky Lake AB T0A 3C0

Attention: Gene Sobolewsky

Phone: 780-656-3730
E-mail: cao@smokylakecounty.ab.ca

Either Party may change its contact information by giving written notice to the other in the above manner.

13. GENERAL PROVISIONS

- 13.1 Amendment** – This Agreement may be amended only if the amendment is made in writing and signed by a duly authorized representative of the Minister and the Legal Host.
- 13.2 Waiver** – No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the Parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.
- 13.3 Additional Assurances** – The Parties agree, from time to time, to do all such acts and provide such further assurances and instruments as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent.
- 13.4 Assignment** – The Legal Host may not assign this Agreement or any right or benefit under it. The Legal Host may, however, contract with such parties as it sees fit for the purpose of carrying out the Approved Activities. No contract entered into by the Legal Host shall relieve the Legal Host from any of its obligations under this Agreement.
- 13.5 Governing law** – This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and each Party submits to the jurisdiction of the courts of Alberta for the interpretation and enforcement of this Agreement.
- 13.6 Severability** – The terms and conditions of this Agreement are severable to the extent that any one that may be contrary to the laws of Alberta shall be deemed to be modified to comply with those laws, but every other term and condition shall remain valid.
- 13.7 Time is of the essence** – Time is of the essence of this Agreement.
- 13.8 Compliance with Laws** – The Legal Host shall comply with all statutes, regulations, orders, licenses and permits applicable to the Legal Host in carrying out the Approved Activities.
- 13.9 Survival of provisions** – Notwithstanding any other provisions of this Agreement, sections 3.8, 5.1, 5.2, 5.3, 5.4, 7.1, 7.2, 8.1, 8.2, and 9.1, and the provisions of Schedule B shall survive this Agreement and shall continue to bind the Parties.

13.10 Execution in Counterpart – This Agreement may be executed in counterparts, in which case the counterparts together shall constitute one agreement, and communication of execution by e-mailed PDF to AE.GrantManagement@gov.ab.ca and cao@smokylakecounty.ab.ca shall constitute good delivery.

The Parties have therefore executed this Agreement, each by its duly authorized representative, on the respective dates shown below, to be effective as of the date this Agreement is signed by both Parties.

**HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA
as represented by the Minister of Advanced Education**

Per: _____

Name of authorized officer

Office held

Date

Per:  _____
SMOKY LAKE COUNTY

Name of authorized officer

CAO

Office held

July 05/2021

Date

**ALBERTA ADVANCED EDUCATION
COMMUNITY ADULT LEARNING PROGRAM GRANT AGREEMENT**

SCHEDULE A – APPLICATION

The attached application, titled, Community Adult Learning Program Grant Application, constitutes the Approved Activities for the purposes of this Agreement.

Community Adult Learning Program Grant Application

July 1, 2021 to June 30, 2024

Organization Name:

SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL



Applications must be emailed no later than **Thursday, April 1, 2021**

Application: Revised **April 26, 2021**

Form updated February 9, 2021



PLEASE FOLLOW THESE STEPS WHILE FILLING OUT THE FORM:

Step 1: While filling out the application, refer to the [Community Adult Learning Program Guidelines](#)

Please note that this application should include activities proposed for a 3-year period.

Step 2: **New!** Consider reaching out to your Community Learning Network support person for a pre-screen of your proposed programming, to ensure alignment with the *CALP Guidelines*.

Step 3: Obtain ink signatures from your signing authorities (two signatures are required, one of which must be from a decision-making body (i.e. board) member, as well as one from the legal host, if applicable).

Step 4: Ensure the following supporting items are addressed with the application:

- 1. Include an electronic copy of a combined financial statement for the organization for the last completed fiscal year (financial year of the organization), which includes at least a statement of financial position (formerly balance sheet) and statement of operations (formerly income statement), showing the organization name and fiscal year.
 - Post-secondary institutions and libraries only need to submit a statement of operations for the CALP program.
 - Unincorporated organizations with a county, school division, municipal district, or town as a Legal Host only need to submit a statement of operations for the CALP program.
- 2. Annual returns are up to date. Incorporated non-profit organizations are responsible for ensuring they file annual returns with Alberta Corporate Registry. Organizations are not required to submit proof of filing with this application; however, grants cannot be paid if organizations are behind in filing.

Step 5: Email the electronic copy of your application and supporting documents (i.e. financial statements) to your Grant Manager no later than April 1, 2021. Required application formats are listed below:

- Include a signed and scanned PDF version of the application.
- Include a Microsoft Word version of the application.

Step 6: Keep a signed copy of the final approved application for your records.

Please keep Advanced Education informed throughout the grant term of any changes to the content of this application.

A. SERVICE ORGANIZATION

Name of Organization	SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL	Charity Status	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Legal Entity Type	<input type="checkbox"/> Society <input checked="" type="checkbox"/> Unincorporated with Legal Host <input type="checkbox"/> Post-secondary Institution <input type="checkbox"/> Public Library <input type="checkbox"/> Other:		
Mailing Address	P.O. Box 631		
City / Town	Smoky Lake	Postal Code	T0A 3C0
Physical Address (if different)	4612 McDougall Drive, Smoky Lake, Alberta		
List all communities where programs will be delivered (i.e. City/Town/Village/Online)	Town of Smoky Lake, Village of Waskatenau, Village of Vilna and Online.		
Website and/or Social Media	www.slcountyclc.ca Facebook Page: Smoky Lake County Community Learning Council		
Operating Months	12 Months		
Total staff employed through Community Adult Learning Program grants (part-time can be counted as 0.5)	1.5		
Primary Contact	Christine Hominiuk	Position/Title	CLC Executive Program Coordinator
Email	coordinator@slcountyclc.ca	Phone	780-636-2024 780-656-8277
			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other Staff Contact	Emilee Feniak	Position/Title	Family Literacy Program Coordinator
Email	familyliteracy@slcountyclc.ca	Phone	780-650-5400
			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other Staff Contact	Lydia Cielin	Position/Title	Secretary-Treasurer
Email	lciecin@smokylakecounty.ab.ca	Phone	780-650-1035
			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Chairperson (or President)	Melody Kaban	Position/Title	Chairperson
Email	kaban@mcsnet.ca	Phone	780-656-0972
			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Treasurer (or equivalent)	Lydia Cielin	Position/Title	Secretary-Treasurer
Email	lciecin@smokylakecounty.ab.ca	Phone	780-650-1035
			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

B. LEGAL HOST (IF APPLICABLE)

In cases where the Service Organization is not a legal entity, a Legal Host approved by the Department may receive the grant on behalf of the Service Organization.

Legal Host Organization	Smoky Lake County	City/Town	Smoky Lake
Mailing Address	Box 310 - 4612 McDougall Drive	Postal Code	T0A 3C0
Legal Host Contact	Gene Sobolewski	Position/Title	Chief Administrative Officer
Email	cao@smokylakecounty.ab.ca	Phone	780-656-3730
When were the roles and responsibilities of the Legal Host, Board/decision-making body, and staff of the Service Organization last reviewed and affirmed?	March 24, 2021		
Does the Legal Host have one representative serving as a voting member of the Service Organization's decision-making body?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

C. OPERATIONAL REQUIREMENTS

Board / Decision-Making Body

An engaged and well-informed decision-making body is essential for the effective delivery of the Community Adult Learning Program. The following should be completed in consultation with the decision-making body.

For organizations incorporated under the *Societies Act*, and organizations operating under a legal host, the decision-making body must consist of at least five individuals from within the community who have a declared interest in adult learning. For further requirements see section 6.2 Service Organizations in the *CALP Guidelines*.

To check a box:
Double-click on the box and select 'Checked'.

How many active members participate on the decision-making body?	8
Does the decision-making body have complete and detailed policies and procedures for the governance and operation of activities funded through the Community Adult Learning Program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
In what year were the policies and procedures last reviewed?	2017 and as per Policy
Does the decision-making body hold regular meetings and maintain a record of minutes?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision-making body responsible for overseeing and directing CALP learning opportunities?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does more than one voting member on the decision-making body represent the same employer/organization?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Knowledge of Program Guidelines

Indicate how familiar the staff, decision-making body, and legal host representative are with the *Community Adult Learning Program Guidelines*? Mark an "X" in the appropriate box for each.

	Not at all Familiar	Somewhat Familiar	Very Familiar
Members of decision-making body			X
All staff involved with CALP programming			X
Legal host representative (if applicable)			X

Security Clearance/Criminal Record Check

All staff and volunteers who work with or have the potential for unsupervised access to vulnerable persons or personal information of vulnerable persons must have completed a valid police information check, criminal record check, vulnerable sector check, or other security screening protocol.

Do all staff and volunteers who work with or have the potential for unsupervised access to vulnerable persons have appropriate security screening?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Do not work with vulnerable persons (e.g. adults with developmental delays and children)
--	---	--

Insurance

Recipients of Community Adult Learning Program funding must insure the operation of the organization under a contract of general liability insurance, in an amount of not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury, and property damage including loss of use.

Is your general liability insurance up to date and in compliance with the requirements noted above?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---	---

D. OTHER GOVERNMENT OF ALBERTA GRANTS

Does your organization have any overdue reporting requirements for any Government of Alberta grants or contracts?

Yes No If yes, please provide details below.

E. PROFESSIONAL DEVELOPMENT PARTICIPATION
Required Training
Introduction to Adult Foundational Learning

All organizations must ensure that all staff involved in the oversight and/or delivery of Literacy and Foundational Learning programming have completed Introduction to Adult Foundational Learning within the grant term. New staff are encouraged to take the training in their first year of employment.

Organizations are required to ensure that contracted instructors, facilitators, tutors, and volunteers who work with adult foundational learners are highly familiar with the central themes of Introduction to Adult Foundational Learning, including adult learning principles and practical application of the *Community Adult Learning Program Guidelines*.

Will all staff have completed this training prior to or within the 3-year grant term? Yes No

CALP Essentials for Family Literacy Programs

In addition to the requirements above, all staff responsible for the oversight and direct delivery of family literacy programs, including contracted facilitators and instructors, and volunteers, must have completed CALP Essentials for Family Literacy Programs within the grant term, preferably prior to the start of the program.

Will all staff responsible for the administration and delivery of family literacy programming have completed CALP Essentials for Family Literacy Programs prior to or within the 3-year grant term? Yes No

Other Planned Professional Development

List any other professional development that your organization is planning to participate in to support its success in delivering the CALP mandate for adult literacy and foundational learning. In your response, consider professional development that will help staff, tutors, volunteers (including board members), and/or contracted instructors/facilitators in their work with adult foundational learners.

Name of Professional Development	Provider
Annual CLN Symposium – On-line & Remote Learning; Skills for Learning; and Adult Literacy Learning: programs based on working philosophies of adult learning	CLN:
Related Workshops / Training	CLN
ESL / Adult Basic Literacy – Relevant Workshop	Norquest College / Rural Routes
Money Matters / Upskills for Work	ABC Life Literacy Canada
Computer Program Training, eg. Zoom	Zoom / Online
Psychological First Aid	CLN
Engaging in Indigenous Learners	Advanced Education
Family Literacy First	ABC Life Literacy Canada
In Home Family Literacy Programs	CALP Portal
LAPS	FESA

Training Obtained:

Please provide the training / courses you have attended and perceive to attend (Section E). Note: Include them below.

- Introduction to Adult Foundational Learning
- Introduction to Family Literacy
- Facilitator Training for Financial Literacy Curriculum (Momentum)
- Tech Talk (Literacy for Life Foundation)
- Thinking Together about Skills for Learning (2020 Symposium)

USE THESE INSTRUCTIONS WHEN FILLING OUT SECTION F.

1. **Literacy and Foundational Learning (LFL):** All learning opportunities in the LFL programming area must be categorized according to the following modes of delivery (see *CALP Guidelines* sec. 5.3):
 - **Learning Activities (LA):** Opportunities for learners to improve their skills or knowledge on a particular topic through a participatory or hands-on approach, without a highly structured curriculum. Examples: Foundational Reading and Writing Circle, or ESL Conversation Café. Do not include Learner Support Services in this category (see #4 below).
 - **Courses (C):** Educational experiences that address participant goals through relevant, structured curriculum and assess the extent to which learners meet their goals. Examples: Reading and Writing for Beginners, or Multi-level ELL.
 - **Family Literacy Programs (Fam):** Learning opportunities that use the theories and best practices of family literacy primarily to improve adult literacy and foundational skills. Examples: skills and habits of learning, and English language.
2. **Tutoring:** For one-on-one and small group tutoring, Location (i.e. where the tutoring took place, whether community name or online), # Tutors (projected), Primary Intended Learning Objectives, and # Instructional Hours (hours spent with the learners) should be reported in the following sections: Tutoring in LFL, Tutoring in English Language Learning, and Tutoring in CCB. Do not include tutoring in other areas of the program tables.
3. **Community Capacity Building (CCB):** All learning opportunities in Community Capacity Building must be arranged according to the following categories:
 - **Information Sessions (IS):** Opportunities for learners to hear about a topic of importance. This type of information sharing is generally one-way, although a Q&A may be facilitated. Examples: Workshop on Mental Health Awareness, FASD Awareness Presentation, Money Management and Banking Session.
 - **Learning Activities (LA):** (as described above, in LFL).
 - **Courses (C):** (as described above, in LFL).
 - **Family Literacy Programs (Fam):** Learning opportunities that use the theories and promising practices of family literacy to achieve adult learning outcomes not focused primarily on foundational skill development. Examples: learning opportunities that focus primarily on parenting skills.
4. **Learner Support Services** information should be entered into the appropriate question at the end of this section. Do not enter Learner Support Services in the LFL or CCB tables.
5. **Location:** List any/all communities in which the learning opportunity will be delivered. If the learning opportunity will be delivered remotely, including with the use of technology, please indicate 'remote' or 'online' instead of a geographic location. Examples: Strathmore, Valleyview, Edson, Drayton Valley, Killam, online.
6. **Primary Intended Learning Objective:** List the primary learning objectives that you intend to achieve through this LFL learning opportunity. See the *Community Adult Learning Program Guidelines* for intended outcomes of each LFL programming category.
7. **# Instructional Hours:** Refers to the total number of projected instructional hours that learners will receive. This number will help Advanced Education to better understand the intensity of proposed programming. The number should not include the learners' homework hours or instructor/facilitator/tutor preparatory hours.
8. **Please do not include any of the following:**
 - Awareness-raising activities such as community registration nights, volunteer recruitment events, or meetings with other agencies. This information can be reported in Section G, Organization Activity.
 - Tutor training or staff/volunteer professional development opportunities. This information should be captured in Section E, Professional Development Participation.

F. PROGRAMMING AREAS

Organizations funded through the Community Adult Learning Program must provide programming in the required programming area: **Literacy and Foundational Learning**. Organizations have the flexibility to determine priorities within the required programming area based on an assessment of needs in the community.

In addition to providing programming in the required programming area, organizations may also provide learning opportunities in the supplemental programming area: **Community Capacity Building**.

All organizations must complete Section F.

- Only list learning opportunities that are eligible according to the *Community Adult Learning Program Guidelines*.
- Record learning opportunities you plan to provide in the tables below, adding new rows for each learning opportunity.
- Use the definitions from instructions on the previous page to determine the mode of delivery for each learning opportunity.

Literacy and Foundational Learning

Literacy and Foundational Learning includes core foundational skills for Albertans to be able to participate actively in society, pursue further learning, and be successful in their work.

1. Tutoring in Literacy and Foundational Learning (LFL)

Tutoring in LFL is a roll-up of any programming delivered through the tutoring mode of delivery for the following categories: Adult Literacy, Numeracy, Skills for Learning, and Basic Digital Skills.

Location	# Tutors (estimate)	Primary Intended Learning Objectives	# Instructional Hours		
			21/22	22/23	23/24
Smoky Lake	2	Development of reading and writing skills and Application and understanding of key digital concepts	42	42	42
Vilna	1	Development of reading and writing skills	15	15	15
Saddle Lake	1	Development of reading and writing skills and Application and understanding of key digital concepts	38	38	38
Metis Crossing	2	Development of reading and writing skills	20	20	20
Waskatenau	1	Application and understanding of digital skills	10	10	10

2. Adult Literacy

Type	Name	Location	Primary Intended Learning Objectives	# Instructional Hours		
LA				21/22	22/23	23/24
C				21/22	22/23	23/24
C	Basic Reading and Writing	Metis Crossing / Saddle Lake	Development of reading and writing skills	10	10	10
Fam				21/22	22/23	23/24
Fam	Juggling Act	On-line/Smoky Lake	Develop reading and writing skills	16	16	16

3. Numeracy

Type	Name	Location	Primary Intended Learning Objectives	# Instructional Hours		
------	------	----------	--------------------------------------	-----------------------	--	--

LA				21/22	22/23	23/24
C				21/22	22/23	23/24
C	Basic Bookkeeping	Smoky Lake	Using and thinking in quantitative terms to complete tasks	10	10	10
C	Money Matters (ABC Life Literacy Canada)	Smoky Lake	Using and thinking in quantitative terms to complete tasks	8	8	8
C	Money Matters – Indigenous (ABC Life Literacy Canada)	Metis Crossing	Using and thinking in quantitative terms to complete tasks	8	0	8
Fam				21/22	22/23	23/24

4. Skills for Learning

Type	Name	Location	Primary Intended Learning Objectives	# Instructional Hours		
LA				21/22	22/23	23/24
C				21/22	22/23	23/24
C	Learning for Success	Metis Crossing	Building skills and habits to achieve learning goals	8	10	8
C	Learning for Success	Saddle Lake	Building skills and habits to achieve goals	8	0	8
Fam				21/22	22/23	23/24

5. Basic Digital Skills

Type	Name	Location	Primary Intended Learning Objectives	# Instructional Hours		
LA				21/22	22/23	23/24
C				21/22	22/23	23/24
C	Basic Computers	Smoky Lake	Application and understanding of key concepts on learner's device	15	15	15
C	Introduction to Zoom	Smoky Lake	Understanding how to interact using Zoom on learner's device	5	5	0
C	Introduction to Zoom	Waskatenau	Understanding how to interact using Zoom on learner's device	5	5	0
C	Basic Email and Internet	Smoky Lake	Application and understanding of key Concepts on learner's device	5	5	5
C	Internet Matters	On-line	Empower learners to become comfortable using the internet on learner's device	5	5	5
Fam				21/22	22/23	23/24
C	Digital Safety	On-line/ Smoky Lake	Application and understanding how to keep safe on-line	8	8	8

6. Tutoring in English Language Learning

Location	# Tutors (estimate)	Primary Intended Learning Objectives	# Instructional Hours		
			21/22	22/23	23/24
Smoky Lake	2	Help learners gain proficiency in English	20	20	20
Vilna	1	Help learners gain proficiency in English	15	15	15

7. English Language Learning						
Type	Name	Location	Primary Intended Learning Objectives	# Instructional Hours		
LA				21/22	22/23	23/24
C				21/22	22/23	23/24
C	ELL	Smoky Lake	Help learners gain proficiency in English	25	25	25
Fam				21/22	22/23	23/24

Community Capacity Building

In addition to providing programming in the required programming area, organizations may also provide learning opportunities in **Community Capacity Building** to support the development of individuals, families, and communities.

1. Tutoring in Community Capacity Building						
Location	# Tutors	Primary Intended Learning Objectives	# Instructional Hours			
	(estimate)	<i>(e.g. GED prep, Indigenous/French language, advanced digital skills for the workplace)</i>	21/22	22/23	23/24	

2. Community Capacity Building Learning Opportunities						
Type	Name	Location	Primary Intended Learning Objectives <i>(e.g. workplace readiness, parenting)</i>	# Instructional Hours		
IS				21/22	22/23	23/24
IS	Board Development Webinar Series	On-line	Information on Board responsibilities	5	5	5
IS	Caregiver Education Night	Smoky Lake	Build adult's skills and promote healthy family's	8	8	8
IS	Caregiver Education Night	Metis Crossing	Build adult's skills and promote healthy family's	8	8	8
LA				21/22	22/23	23/24
C				21/22	22/23	23/24
C	Airbrake Endorsement	Smoky Lake	Farm/Employment requirement	12	12	12
C	Canadian Firearms Safety Course – Non Restricted	Smoky Lake	Legislation and safe handling of firearms	15	15	15
C	Medic First Aid – Basic Plus	Smoky Lake	Preparedness in emergencies	16	0	16
C	Mental Health First Aid	Smoky Lake	Awareness of mental health issues	16	0	0
C	Psychological First Aid	Smoky Lake	Awareness of mental health issues	16	0	0
C	Psychosocial Disaster Learning Series	On-line	Health awareness	16	0	0
C	Welding – Basic	Smoky Lake	Pre-trade / employment training	28	28	28
C	Welding – Basic	Vilna	Pre-trade / employment training	28	28	28

Fam				21/22	22/23	23/24
Fam	Grandfriends	Smoky Lake	Activities that promote the values and benefits of literacy for the entire family	10	10	10
Fam	6 Weeks Countdown	Smoky Lake	Activities given to promote the values and benefits of literacy for the entire family	12	12	12
Fam	Books for Babies	On-line/Smoky Lake	Build on Foundational skills in adults so that can build confidence and build their identity as a learner.	6	6	6
Fam	Rhymes that Bind	On-line/Smoky Lake	Provide adults with confidence in their role as a child's first teacher and commit them to lifelong learning	12	12	12

Learner Support Services

Grant funds can be used to provide Learner Support Services to assist individuals to transition to programs and services that will help them to meet their learning goals. For a definition of Learner Support Services, see the *CALP Guidelines*, page 21.

- Briefly discuss the types of Learner Support Services that your organization will provide over the grant term.
 - Providing access to information about post-secondary and other learning opportunities, including costs and funding options.
 - Coaching and mentoring on how to access and use information and resources.
 - Providing space and creating a safe and welcoming environment for learners.
 - Assistance with forms and/or providing access to, and assistance with, basic technology.
 - Helping newcomers to Alberta with knowledgeable referrals to citizenship and immigration service and supporting their independence and self-advocacy.
 - Providing knowledgeable referrals to services and supports within the community.
 - Assistance with job searches, e.g., resume writing.
 - Supporting learning offered by a partner through activities such as onsite support, access to technology or classroom space, etc.

2. If you plan to support a learning opportunity offered by a partner organization or post-secondary institution over the course of the 3-year grant term, please fill out the table below. Examples include Northern Lakes College's Basic Education Learning (BEL) Online, NorQuest College's Foundations for Learning, Academic Express's GED Preparation, and Ed2Go learning opportunities.

Name of learning opportunity	Mode of delivery	Role of CALP organization	Name and role of partner organization	# Instructional Hours		
				21/22	22/23	23/24
<i>e.g. GED Prep</i>	<i>e.g. Course</i>	<i>e.g. Provides space, computers, onsite support</i>	<i>Academic Express – Provides instructor and course content, pays learner fees</i>			
Parenting Speaker	IS	Provide onsite support	Help promote and provide materials needed. FCSS provide facilitator and materials	3	3	3
Mental Health	IS	Promote and provide space	FCSS provide facilitator and materials	2	4	2
Women's Empowerment Group	Course	Co-facilitate, promote and provide space	Smoky Lake Family Resource Centre provide facilitator, space and additional materials, promote	16	16	16

G. ORGANIZATION ACTIVITY

Understanding Needs

Needs assessment is a systematic process for determining unmet learning needs and gaps. It is an important part of the planning process and equips organizations with information to identify needs, challenges, and programming priorities. For more information on needs assessments, see section 5 of the *Community Adult Learning Program Guidelines*.

1. **How** does/will your organization assess adult foundational learning needs in the community (communities) you serve?

- Direct requests (personal contact; social media).
- “Course Evaluation” Form feedback.
- Informal assessment (e.g., interagency meetings, Council and area contact person input).
- Community organization referrals and requests for programming.
- Analysis of CALP outcomes evaluation to modify current programs and offer additional suggested programs.
- Community involvement and input.

2. **What** are the adult foundational learning needs that you have identified in the community (communities) you serve?

- Adult literacy: basic reading and writing skills.
- Numeracy: ability to use, apply, interpret, and communicate mathematical information and ideas.
- Basic digital skills: made more apparent during COVID.
- English Language Learning: require proficiency in speaking, listening, reading and writing in English.
- Community Capacity Building: programs addressing mental health, first aid training, parenting skills, support for the indigenous population, computer skill development, employment prep and pre-trade training, supporting and strengthening daily literacy activities for the whole family in rural communities.

Engaging Community

CALPs lead community-based initiatives to raise awareness of their programs and services and build relationships with community partners.

3. Describe how your organization raises awareness of the importance of foundational learning, and the availability of foundational learning programs and services at your organization. In your response, discuss how these activities will inform your program planning over the course of the 3-year grant term.

- **Strategic Plan:**
 - Review and amend the 3-year Strategic Plan annually
- **Identify Community Needs:**
 - Year 1: Obtain information through presentations at interagency meetings, and individual inputs to update community’s learning needs; identify programming gaps and maintain current and establish new partnerships. Review and offer programming in various ways – online, webinars, tutor and classroom.
 - Year 2: Review and re-assess if community needs are being met and address any gaps. Keep partners updated and involved in programming.
 - Year 3: Re-evaluate and determine if additional programs are required and modes of delivery meet the need of the learner. Continue to promote further partnerships.
- **Engage Partners:**
 - Year 1: Work with service agencies that address the needs of foundational learners.
 - Year 2: Continue to form new partnerships to address learning gaps.
 - Year 3: Identify gaps and work collaboratively with organization in ensuring foundational learning needs are being met.
- **Professional Development:**
 - Ensure staff receives training as required and is kept updated.
 - Hire qualified instructors / facilitators / tutors; provide training as required.
- **Promotion:**
 - Year 1: Develop a marketing plan to ensure the community as a whole is aware of programs and services provided.
 - Year 2: Review and make changes as needed to increase exposure.
 - Year 3: Continue to evaluate and incorporate new marketing ideas and methods.

Mapping Community

CALPs are aware of the services and supports that learners need, and which organizations/agencies can meet these needs.

4. Describe how your organization learns about the services and supports that are available to learners in your community and where/how these needs can be met. In your response, discuss how this information will inform your programming over the 3-year grant term.

- Attend interagency meetings to keep informed of services and programs provided by service organizations and possibly establish new and ongoing partnerships.
- Share programming information regarding learner needs with our CCC – Portage College e.g., GED prep.
- Encourage further learning by referrals to post-secondary institutions.
- Work with the local businesses and the Chambers of Commerce in identifying trends and skills training requirements.
- Engage with community organizations and businesses regularly to keep informed of upcoming opportunities and needs.

Planning with Learners

A key role of CALP providers is to work with learners to identify learning goals, and assess, whether formally or informally, their skills and abilities. This information should be used to develop a strategy to support the learner to meet their learning goal (e.g. a learning plan).

5. How will you work with learners to identify their strengths in prior learning and individual learning needs, and support them to set and pursue their goals?

- Assess the needs of the learner
- Develop a plan to achieve learner's goals
- Provide encouragement, address barriers
- Ensure learner is comfortable with the mode of information delivery: classroom, tutor, on-line training.
- Track successes and challenges which learners may experience on journey to ensure their goals are met. Input via conversations and evaluations will determine success. Changes will be incorporated as needed.
- Ongoing assessment to ensure the needs of special groups are addressed: temporary foreign workers, e.g., SunGro, nurseries, etc.

Organizational Planning

6. List initiatives and activities that your organization is planning in order to align with the CALP mandate for Literacy and Foundational Learning, and include expected timelines for completion. Refer to section 5 of the CALP Guidelines and the information below in considering your response:

- Strategic planning: exploring strengths, weaknesses, opportunities, and challenges as an organization; defining success and charting the path forward by identifying required resources such as human resources and training.
- Initiatives related to succession planning and knowledge transfer within the organization.
- Actions to ensure that required programming is relevant and learner-centred.
- Activities and initiatives to make your space more accessible and inviting/welcoming.
- Actions to attract and retain adult literacy and foundational learners, including using the grant to reduce barriers (see pages 9, 18, and 20 of the CALP Guidelines).
- Activities to leverage local in-kind or financial contributions, including volunteer tutor and board recruitment.

Initiative / Activity	Description	Timeline
Strategic Plan	Review and update annually or as required	Ongoing
Succession Planning	Devise a plan, input from current staff and Council. Job Description for all positions (paid, volunteer, and board members) and ensure transition training is available. <ul style="list-style-type: none"> ■ Council Job Description – Policy 1.3 ■ Job Description: Executive Program Coordinator – Policy 5.3 ■ Job Description: Secretary-Treasurer – Policy 5.4 ■ Job Description: Family Literacy Coordinator – Policy 6.7 Update as required.	Ongoing
Program Evaluation / Delivery	Ensure programs and delivery modes meet the needs of the learner	Ongoing

Identify potential Literacy and Foundational Learners	Promote CALP program through various means, e.g., program brochure, information pamphlet, Facebook, newspaper articles, Conversations, etc.	Ongoing
Create a welcoming space	Office and meeting spaces to be accessible, welcoming, and safe	Ongoing
Address needs of barriered Learners	Ensure all learners are able to obtain programming regardless of barriers. <ul style="list-style-type: none"> ■ Smoky Lake County Community Learning Council – Policy 2.3 	Ongoing
Create partnerships to help identify LFL	Work with local organizations, libraries, FCSS offices, food banks, churches, market gardens/tree nurseries, private businesses, and seniors lodges/housing, Family Resource Centre, Schools, etc. to identify LFL.	Ongoing
Surveys / Needs Assessment	Ensure current information / data is available. To be updated post-pandemic. <ul style="list-style-type: none"> ■ Needs Assessment – Policy 3.2 	2022
Encourage in-kind contributions	Encourage individuals, businesses, and service organizations in sharing the vision of bettering our community by investing, partnering and volunteering.	Ongoing

Evaluation

Community organizations evaluate the effectiveness and impact of their programs and services to inform future planning.

7. How does your organization plan to collect and use outcomes-based measures and data over the 3-year grant term?

- Learner feedback through formal evaluations, conversations, tutor input, focus groups will provide input into program design and contribute to learner satisfaction.
- Service organizations/agencies feedback and referrals.
- Learners requesting further training will be referred to other/post-secondary organizations to help them meet their goals.
- Programming gaps will be identified and changes incorporated.

**PLEASE USE THESE INSTRUCTIONS WHEN FILLING OUT THE BUDGET IN SECTION H.
NOTE: THIS BUDGET IS FOR JULY 1, 2021 to JUNE 30, 2024.**

REVENUE:

1. **CALP grant:** Record the amount requested for each individual year within the 3-year grant term. Assume the amount for each year will be the same as the total amount of the previous grant payment received. Note that Advanced Education's commitment of 3-year grant funding is subject to available budgetary resources.
2. **Interest on grant:** Record the estimated amount of interest to be earned on grant dollars.
3. **Tuition and related fees:** Record all revenue expected from tuition/registration fees from Literacy and Foundational Learning and Community Capacity Building programming.
Note: Tuition/registration fees from general interest or other ineligible programs should NOT be included here. CALP grants cannot be used to support general interest or other programs outside of the CALP mandate, and must be delivered on a cost-recovery basis as per the *CALP Guidelines*.
4. **Cash contributions:** Record expected cash contributions that will be used to supplement the grant. Examples may include monies received from donations or other grants used to support the delivery of the CALP programming. Do not report in-kind contributions in this section.
5. **Organization contributions:** Record the amount of dollars your organization will need to contribute to supplement the grant. Examples include monies raised through other avenues such as fundraising events; fee-for-service revenue; and reserve fund contributions.
Note: Organization contributions should only be used if grant dollars (including grant, interest, and tuition from eligible programming) will not cover eligible CALP expenses.


EXPENSES:

1. Record estimated expenses for each year within the 3-year grant term. Expenses may only include costs identified as eligible in the *CALP Guidelines*.
Note: Do not report expenses related to general interest or other ineligible programs or in-kind costs.
2. Operations:
Operating and office expenses: Examples include rent, supplies, insurance, internet and other.
Salaries and benefits
3. **Program delivery:** Examples include wages of contracted instructors/facilitators, facility rental, advertising, materials and resources, travel costs for instructors/facilitators, and volunteer recruitment and recognition.
4. **Participant supports:** Expenses related to reducing barriers for learners to access programs and services, such as childcare, transportation, and snacks.
5. **Professional development:** Examples include course fees, travel, subsistence, and accommodations for staff, the decision making body, and volunteers to support the delivery of the CALP program. This expense line may also include the wages of contracted instructors/facilitators to participate in professional development.
6. **Furniture, fixtures, and equipment:** Expenses related to movable items with no permanent connection to the structure of the building or utilities. Examples include desks, chairs, computers, tablets, headsets, other electronic equipment, tables, and partitions. Maximum of \$5,000 per organization and per year of the 3-year grant term.

H. BUDGET

Use the instructions on the previous page to complete the following table and note the following:

- Only include revenue and eligible expenses related to the *Community Adult Learning Program Guidelines*.
- Do not add rows to the Budget.
- Do not change the names of categories.
- Important! Please round off to the nearest dollar.

Organization Name:	SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL			
REVENUE		21/22	22/23	23/24
CALP grant		\$ 113,230.00	\$ 113,230.00	\$ 113,230.00
Interest on grant		\$ 5.00	\$ 10.00	\$ 10.00
Tuition and related fees (eligible programs only)		\$ 8,820.00	\$ 8,940.00	\$ 8,750.00
Cash contributions		\$ 600.00	\$ 720.00	\$ 850.00
Organization contributions		\$ 500.00	\$ 1,250.00	\$ 1,500.00
Total Revenue		\$ 123,155.00	\$ 124,150.00	\$ 124,340.00
EXPENSES		21/22	22/23	23/24
Operations				
Operating and office expenses		\$ 5,436.00	\$ 5,131.00	\$ 4,821.00
Salaries and benefits		\$ 79,019.00	\$ 80,019.00	\$ 81,919.00
Operations subtotal				
Program delivery		\$ 31,200.00	\$ 31,500.00	\$ 31,100.00
Participant supports		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Professional development and training		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Furniture, fixtures, and equipment (max. \$5,000)		\$ 4,000.00	\$ 4,000.00	\$ 3,000.00
Total Expenses (must equal Total Revenue)		\$ 123,155.00	\$ 124,150.00	\$ 124,340.00

NOTES:

- Organizations are responsible for ensuring the accuracy of financial information presented above.
- Up to 15% of the approved budget (expenses) may be transferred from one category to another without the Minister's prior written approval. A request (via email) must be submitted to their CALP Grant Manager for approval of any transfers of more than 15% from one budget category to another each year of the 3-year grant term. Organizations will be expected to report on any variances between the Budget and final Statement of Revenue and Expenses that exceed 15% as part of the final reporting process.

I. DECLARATION

This application must be signed by two representatives with signing authority from the service organization, and the legal host, if applicable.

Declaration:

We, the undersigned, declare that:

- a. We have read and understand the guidelines and policy that govern the Community Adult Learning Program as outlined in the *Community Adult Learning Program Guidelines*.
- b. We are duly authorized representatives having legal and/or financial signing authority for the service organization and legal host organization (as applicable).
- c. The information contained in this application and supporting documents is true and accurate and endorsed by the service organization with full knowledge of the legal host (as applicable).
- d. We understand all documents submitted to Advanced Education become the property of the Province of Alberta, and are subject to the disclosure provisions of the *Freedom of Information and Protection of Privacy Act (FOIP)*. This Act allows any person right of access to records in the custody or under control of Advanced Education subject to limited and specific exceptions.
- e. The required financial statement is a true copy and has been attached to and forms part of the application.
- f. Information submitted by the grant recipient pursuant to the terms and conditions of the grant agreement may be shared with staff of the Community Learning Network to support the professional development of staff and volunteers of funded organizations.

Service Organization Signing Authority 1:

Print Name	Melody Kaban	Position / Title	Chairperson
Email	kaban@mcsnet.ca	Phone	780-656-0972

Signature  Date April 26, 2021

Service Organization Signing Authority 2:

Print Name	Lydia Cielin	Position / Title	Secretary-Treasurer
Email	lcielin@smokylakecounty.ab.ca	Phone	780-650-1035

Signature  Date April 26, 2021

Legal Host Signing Authority (If Applicable):

Print Name	Gene Sobolewski	Position / Title	Chief Administrative Officer
Email	cao@smokylakecounty.ab.ca	Phone	780-656-3730

Signature  Date April 26, 2021

The personal information that is provided in the grant application and supporting documents will be used for the purpose of administering the Community Adult Learning Program. It is collected under the authority of the *Advanced Education Grants Regulation* pursuant to the *Government Organization Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act (FOIP Act)*. It is protected by the privacy provisions of the *FOIP Act*. If you have questions about the collection of personal information, contact your grant manager by email or phone/regular mail at: (780) 427-5625, Foundational Learning Supports – 10th Floor Commerce Place, 10155-102 Street NW Edmonton T5J 4G8.

**ALBERTA ADVANCED EDUCATION
COMMUNITY ADULT LEARNING PROGRAM GRANT AGREEMENT**

SCHEDULE B - REPORTS

- B.1 Reports Format** – All reports must contain the information and be in a format specified by or acceptable to the Minister.
- B.2 Reporting Compliance** – The Legal Host must comply with all reporting requirements under this Schedule B. In cases where the Legal Host is found to be in non-compliance with Schedule B requirements, the Legal Host will be deemed to have committed an event of default as defined in section 10.2 and the remedies in section 10.3 shall apply.
- B.3 Annual Reports** – In consideration of the Minister providing the Grant, the Legal Host shall provide Annual Reports by the submission deadlines set out in the schedule below. Each Annual Report shall include:
- (a) information on, and assessment of, the progress on the Approved Activities, within the designated reporting period, measured against the actions set out in Schedule A; and
 - (b) an acceptable financial statement accounting for all revenues and expenditures relating to the Approved Activities, including all interest and other income earned from investments of the Grant Proceeds and a statement of the amount of unexpended Grant Proceeds. Annual Reports without a financial statement will be considered incomplete and will not be accepted.

The Legal Host shall submit Annual Reports according to the following schedule:

Period	Submission Deadlines
(1) July 1, 2021 to June 30, 2022	August 31, 2022
(2) July 1, 2022 to June 30, 2023	August 31, 2023
(3) July 1, 2023 to June 30, 2024	August 31, 2024

- B.4 Other Reports** – During the Term and for a period of five (5) years afterwards, the Legal Host must provide such additional follow-up information as the Minister may reasonably request for the purpose of evaluating the Approved Activities.



REQUEST FOR DECISION		DATE	December 16, 2021
		4.12	
TOPIC	Regional Community Development Committee (RCDC): Appointment of Two Member-at-Large. Review of Letters of Interest Received under Executive Session .		
PROPOSAL	<p>HISTORY:</p> <p>County Council Meeting: January 17, 2017 – Motion 297-17: Bylaw No. 1299-17: Regional Community Development Committee (RCDC): Joint Agreement- Terms of Reference, was given THIRD and FINAL READING. <i>Note: this bylaw outlined the new membership to include Public Members-at-Large.</i></p> <p>County Council Meeting: January 17, 2017 – Motion 298-17: That Smoky Lake County approve to proceed with the “Public Notice” to advertise two “Members-at-Large” positions for the Regional Community Development Committee (RCDC) representing Smoky Lake County, subject to the Town of Smoky Lake, Village of Waskatenau, and Village of Vilna adopting the Regional Community Development Committee (RCDC): Joint Agreement - Terms of Reference Bylaw.</p> <p>County Council Meeting: October 19, 2017 – Motion 1198-17: That Smoky Lake County appoint Noel Simpson to the position of Regional Community Development Committee (RCDC) Public-At-Large member in accordance with Bylaw 1299-17: Regional Community Development Committee (RCDC): Joint Agreement - Terms of Reference.</p> <p>County Council Organizational Meeting: October 26, 2017 – Motion 34-17: That Councillor Craig Lukinuk and Councillor Lorne Halisky be appointed as members to the Regional Community Development Committee (RCDC); and Councillor Dan Gawalko be appointed as an alternate; and re-appoint Public-At-Large members: Kurt Holdis and Noel Simpson.</p> <p>County Council Meeting: December 6, 2018 – Motion 113-18: That Smoky Lake County, in accordance with Bylaw 1299-17 accept the resignation of Kurt Holdis as Public-at-Large Member to the Regional Community Development Committee (RCDC).</p> <p>County Council Meeting: December 6, 2018 – Motion 114-18: That Smoky Lake County, in accordance with Bylaw 1299-17 appointment Leon Boychuk-Hunter to fill the vacant position of Public-at-Large Member to the Regional Community Development Committee (RCDC) to the term ending October 2019.</p> <p>County Council Meeting: August 29, 2019 – Motion 1047-19: That Smoky Lake County, in accordance with Bylaw No. 1299-17: Joint Agreement of a Regional Community Development Committee (RCDC), approve to proceed with the “Public Notice” to advertise for two RCDC “Member-at-Large” positions representing Smoky Lake County.</p> <p>County Council Meeting: October 24, 2019 – Motion 71-19: That Smoky Lake County, in accordance with Bylaw 1299-17 appoint Mr. Leon Boychuk-Hunter as Member-at-Large to the Regional Community Development Committee (RCDC) for a full-term ending October 2021; and appoint Perry Phillips as the additional Member-at-Large to the Regional Community Development Committee (RCDC) to the term ending 2021.</p> <p>County Council Meeting: January 23, 2020 – Motion 399-20: That Smoky Lake County, as the Managing Partner of the Regional Community Development Committee (RCDC) acknowledge receipt of the letter received from Bernice Macyk, Chief Administrative Officer, Village of Waskatenau, dated December 12, 2019 indicating that on December 12, 2019, Village Council passed Motion #243-2019 approving Funding Model “New Percentage” and will participate as a municipal partner for one-year term; and effective January 1, 2021, Village of Waskatenau will opt out and withdraw as municipal partner from the Joint Agreement with the Regional Community Development Committee (RCDC); as presented to the RCDC Committee on December 17, 2019 – Motion 69-19.</p>		

County Council Meeting: April 30, 2020 – Motion 726-20:

Smoky Lake County Bylaw No. 1379-20: Joint Agreement for Regional Community Development Committee (RCDC), was given first, second & third reading. *Note: this bylaw was adopted to remove reference of Joint Municipalities Meetings, clarify member reporting, and to insert a funding formula.*

County Council Meeting: April 29, 2021 – Motion 704-21:

That Smoky Lake County, accept with regret the resignation of Mr. Perry Phillips as Smoky Lake County's Member-at-Large to the Regional Community Development Committee (RCDC) effective March 18, 2021.

County Council Meeting: April 29, 2021 – Motion 705-21:

That Smoky Lake County appoint Mr. **Noel Simpson** as Smoky Lake County's Member-at-Large to the Regional Community Development Committee (RCDC) in a temporary capacity, effective May 1, 2021, to fill the vacant position for the remainder of the term to October 1, 2021.

County Council Meeting: June 24, 2021 – Motion 915-21:

Smoky Lake County Bylaw No. 1399-21: Regional Community Development Committee (RCDC): Joint Agreement - Terms of Reference was given first, second & third reading. *Note: this bylaw was adopted to reflect the removal of Waskatenau's membership.*

CURRENT:

The County advertised to fill the two Public-at Large Positions in the month of October 2021 and received **no interest**. Therefore, the ad was ran again with a new deadline in November 2021 as follows:



SMOKY LAKE COUNTY

PUBLIC NOTICE – SEEKING TWO PUBLIC MEMBERS-AT-LARGE FOR THE

Regional Community Development Committee (RCDC)

Smoky Lake County is a partner on the Regional Community Development Committee (RCDC) for the purpose of promoting the development of a diversified economic base in the Smoky Lake Region. Smoky Lake County is calling to the general public residing within Smoky Lake County for **two** Public Members-at-Large for positions on the Regional Community Development Committee (RCDC).

Public Members-at-Large shall be selected from individuals' representing a variety of business sectors and organizations to provide a different perspective on economic development, policy and activities that will enhance the quality of the committee's output.

General Qualifications:

- Canadian Citizen who have resided in Smoky Lake County for six (6) consecutive months and is at least eighteen (18) years of age.
- Preference will be given, but not limited to, the following backgrounds:
 - Business Owner and/or Operator
 - Management
 - Marketing
 - Real Estate and/or Land Development
 - Service and/or Tourism Industry
 - Agricultural Industry
 - Not-for-Profit Organizations
 - Retail
- Availability, work experience, community involvement, knowledge and professional expertise will be taken into consideration.

Roles and Responsibilities:

- Attend all scheduled monthly meetings
- Remain impartial and objective.
- Fully participate in discussions and decisions, listen actively, share insights and experiences, communicate regularly, and provide constructive input.

Term:

- Public Members-at-Large shall be appointed for a (2) two-year term.

Remuneration:

- Public Members-at-Large shall receive the current per diem rate for meeting attendance as well as the current mileage rate for travel to and from the meetings.

Interested Individuals should submit a brief "**Letter of interest**" and **Resume**, including their legal address to:

Smoky Lake County RCDC Appointments
4612 McDougall Drive, P.O. Box 310
Smoky Lake AB T0A 3C0

Or by email: county@smokylakecounty.ab.ca or fax: (780) 656-3768.

Those resumes received by **November 12, 2021 at 12:00 p.m.** will be submitted to the Smoky Lake County Council for consideration.

Three (3) 'Letters of Interest' were received as of November 29, 2021 (1 prior to the November 12, 2021 deadline and 2 after the deadline). The Letters of Interest are held in confidence under the authority of the FOIP Act, Section 17: third party personal privacy.

	<p>PROPOSAL:</p> <p>Smoky Lake County Council review the three letters of interest under Executive Session and determine who to appoint as the Regional Community Development Committee (RCDC) Public-at-Large members to best represent Smoky Lake County, or readvertise until a suitable candidate is found.</p>
CORRELATION TO BUSINESS (STRATEGIC) PLAN	
N/A	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>MUNICIPAL GOVERNMENT ACT</p> <p>Section 3(b): to provide services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality, and</p> <p>(c) to develop and maintain safe and viable communities.</p> <p>BYLAW NO. 1399-21: RCDC TERMS OF REFERENCE</p> <p>Section 5.3: Each respective municipality shall recruit and conduct a Public-at-Large Membership and establish a Recruitment Process and Selection Criteria, prior to October, as per the term of office, to appoint the Public-at-large member that must be a resident within that respective municipality.</p> <p>Section 5.3.7: If an at-large member resigns at any time prior to the end of their term, the member must provide the Committee 30-day written notice in advance of the resignation. The Committee shall request a replacement member from the respective municipality. A new member will be appointed by the respective municipality to fill the remainder of that term and member will have to re-submit name for the new-term prior to the Organizational Meeting.</p> <p>Section 5.3.8: Where a vacancy occurs – six months prior of the member’s term expiring, the Regional Community Development Committee (RCDC) shall exercise its discretion on whether to appoint a successor to fill the vacancy, and forward recommendation to the respective municipality for approval.</p> <p>POLICY STATEMENT NO. 61-07-04: RCDC TERMS OF REFERENCE</p> <p>Membership Section 1.3: Two (2) public-at-large members from Smoky Lake County (appointed for a two-year term).</p>
BENEFITS	<ul style="list-style-type: none"> ▪ A Regional approach for the implementation through collaborative efforts, to promote, facilitate and support economic development and tourism initiatives within the Smoky Lake County Region (Smoky Lake County, Town of Smoky Lake and the Villages of Vilna and Waskatenau). ▪ Provide a leadership role in the implementation of projects initiated as supported collectively through each municipal member’s Council. ▪ Commitment as a leader to cost-sharing of services and programs; and team-building (regionally) and to show support by a coordinated approach to the development and enhancement Economic Development. ▪ Public-at-Large members will represent the broader business and volunteer sector.
DISADVANTAGES	<ul style="list-style-type: none"> ▪ N/A.
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Amend Bylaw.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	\$3,000.00 Per Diam & Mileage
Budget Available:	\$ _____
Budgeted Costs:	\$ _____
Capital Costs:	\$ _____
Source of Funds:	_____
Unbudgeted Costs:	\$ _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Appointment will be noted in the minutes.

RECOMMENDATIONS

That Smoky Lake County, appoint _____ and _____ as public-at-large members, to the Regional Community Development Committee (RCDC) in accordance with Bylaw No. 1399-21.

or

That Smoky Lake County continue to advertise for the vacant Regional Community Development Committee (RCDC) public-at-large member position(s) in accordance with Bylaw No. 1399-21: Regional Community Development Committee (RCDC): Joint Agreement - Terms of Reference, with an open-ended deadline until the vacant public-at-large member positions are filled.

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION		DATE	December 16, 2021	4.13
TOPIC	60-Day Notice of Intent to Designate a Municipal Historic Resource (Hamlin Road Ranch)			
PROPOSAL	<p><i>That Smoky Lake County Council give 60-Day Notice of Intent to Designate Hamlin Road Ranch, SW-17-58-13-W4) as Municipal Historic Resources under the Alberta Historical Resources Act, and in accordance with Smoky Lake County Policy Statement 61-15-1: Designation of a Municipal Historic Resource.</i></p> <p>BACKGROUND</p> <ul style="list-style-type: none"> • The Smoky Lake Regional Heritage Board has recommended both properties be considered for designation as Municipal Historic Resources. © ATTACHMENT 1 SMOKY LAKE COUNTY POLICY STATEMENT 61-15-1: DESIGNATION OF A MUNICIPAL HISTORIC RESOURCE. • Both above properties are listed on the Smoky Lake Regional Heritage Inventory (2012). • Under the Act, a property may be considered for designation as a Municipal Historic Resource by bylaw after 60-Day Notice having been given, served upon the owner, and expiry of said notice. © ATTACHMENT 2 NOTICE OF INTENTION TO DESIGNATE • If Notice is given, each property will have a bylaws prepared for consideration at a future meeting of Council. • Giving Notice is not a decision – Council may choose not to proceed with designation when considering adoption of each bylaw. • If designated: <ul style="list-style-type: none"> ○ A Copy of the Bylaw will be registered in Title by way of Caveat ○ A bronze commemorative plaque may be installed at the site providing information regarding the Designation. ○ Municipal Historical Resources may be registered on the Alberta Register of Historic Resources (HeRMIS) 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<ul style="list-style-type: none"> • Smoky Lake Regional Heritage Management Plan 				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p><u>HISTORICAL RESOURCES ACT</u></p> <p>Designation as Municipal Historic Resource 26(1) In this section, and in sections 27 and 28,</p> <p>(a) “council” means the council of a city, town, village, summer village or municipal district;</p> <p>(b) “municipality” means a city, town, village, summer village, municipal district, improvement district or special area.</p> <p>(2) A council of a municipality, after giving the owner 60 days’</p>			

Notice, may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource.

(3) A council that designates an historic resource as a Municipal Historic Resource under subsection (2) shall

- (a) cause a copy of the bylaw to be served on the owner of the historic resource and on the owner of any land that will be subject to the bylaw, and
- (b) if the bylaw relates to or includes and land, cause a certified copy of the bylaw to be registered at the appropriate land titles office.

(4) On the registration of a certified copy of the bylaw at the appropriate land titles office, the Registrar of Land Titles shall endorse a memorandum on the certificate or certificates of title to any land affected by the bylaw.

(5) Any bylaw under subsection (2) is effective when it is passed.

(6) Notwithstanding any other Act, no person shall

- (a) destroy, disturb, alter, restore or repair an historic resource that has been designated under this section, or
- (b) remove any historic object from an historic resource that has been designated under this section,

without the written approval of the council or person appointed by the council for the purpose.

(7) The council or the person appointed by the council, in its or the appointee's absolute discretion, may refuse to grant an approval under subsection (6) or may make the approval subject to any conditions it or the appointee considers appropriate.

(8) On the service of a notice of intention under subsection (2), subsection (6) applies to the historic resource and land as if a bylaw under subsection (2) has been passed until the council passes the bylaw or revokes the notice of intention or until the expiry of 120 days from the receipt of the notice.

(9) Notwithstanding subsection (8), a person who has been served with a notice of intention under subsection (2) may apply to the Court of Queen's Bench for an order shortening the period of 120 days mentioned in subsection (8).

(10) If the council repeals a bylaw made under subsection (2), it shall

- (a) cause a copy of the repealing bylaw to be served on the owner, and
- (b) if the bylaw under subsection (2) was registered against the certificate of certificates of title to any land, cause a certified copy of the repealing bylaw to be registered in the appropriate land titles office.

(11) On the registration of a certified copy of the repealing bylaw at the appropriate land titles office, the Registrar of Land Titles

	<p>shall endorse a memorandum on the certificate or certificates of title to the land concerned cancelling the registration of the bylaw under subsection (2).</p> <p>(12) A notice or bylaw under this section may be served on the owner by personal service or registered mail or in any other manners as the Court of Queen’s Bench may direct.</p> <p><u>SMOKY LAKE COUNTY POLICIES/BYLAWS</u></p> <ul style="list-style-type: none"> • Smoky Lake County Policy 61-20-01: <i>Heritage Management Plan Policy</i>, contains a number of actions that Smoky Lake County is responsible for, including assisting with the process of designating heritage assets as Municipal Historic Resources. • The proposed designation also fulfills the mandate of the Smoky Lake County Regional Heritage Board. Specifically, Section 3.3 of Smoky Lake County Bylaw #1236-11: <i>Smoky Lake County Regional Heritage Board</i>, states that one of the Board’s purposes is “To stimulate, in the general public, an appreciation and knowledge of heritage and heritage activities, end encourage, promote and advocate for the preservation and safeguarding of the integrity of landscape heritage, ecological heritage, cultural heritage events and built heritage in the Smoky Lake County.” Furthermore, Section 4.9 of Smoky Lake County Bylaw #1236-11: <i>Smoky Lake County Regional Heritage Board</i>, states that one of the Board’s functions is to “Assist in defining, identifying, evaluating and designating historical and heritage assets for inclusion in County, Provincial, National and Global inventories of heritage assets.”
BENEFITS	<ul style="list-style-type: none"> • Designation as a Municipal Historic Resource may allow application for provincial or federal grant funding to maintain historic integrity. • Designating a Municipal Historic Resource helps protect and preserve local heritage sites, enriches local history and can be leveraged as an economic development opportunity by driving heritage-based tourism. • Historic Resource “clusters” are attractive tourism destinations, as well as advantageous for granting purposes.
DISADVANTAGES	<ul style="list-style-type: none"> • Designation as a Municipal Historic Resources places certain restrictions on the use and development of the resource. • Once a heritage asset is designated as a Municipal Historic Resource, any repairs, additions or other work altering the structure will require a Heritage Resource Intervention Permit to be issued by Smoky Lake County prior to work commencing. • Any proposed alterations, additions or any other work must conform to, and protect, the Character Defining Elements contained within the designating bylaw.
ALTERNATIVES	<ul style="list-style-type: none"> • Refuse Notice • Defer Notice
FINANCE/BUDGET IMPLICATIONS	

Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Nil.
COMMUNICATION STRATEGY	Nil.
RECOMMENDATION	
<p style="text-align: center;">That Smoky Lake County Council give 60-Day Notice of Intent to Designate Hamlin Road Ranch, SW-17-58-13-W4) as Municipal Historic Resources under the Alberta <i>Historical Resources Act</i>, and in accordance with Smoky Lake County Policy Statement 61-15-1: Designation of a Municipal Historic Resource.</p>	
CHIEF ADMINISTRATIVE OFFICER	



Title: Designation of Municipal Historic Resources		Policy No.: 15-01
Section: 61	Code: P-I	Page No.: 1 of 23 <i>E</i>

Legislation Reference:	Alberta Historical Resources Act, Smoky Lake County Bylaw 1236-11 Smoky Lake County Regional Heritage Board
-------------------------------	--

Purpose:	To provide standardized criteria for evaluating historic resources and to outline the procedures and requirements for designating an historic resource as a Municipal Historic Resource as defined under Section 26 of the Historical Resources Act, R.S.A. 2000, c. H-9.
-----------------	---

Policy Statement and Guidelines:
<p>1. STATEMENT:</p> <p>1.1 The Designation of Municipal Historic Resources Policy is intended to encourage the recognition, designation, protection and rehabilitation of historic resources within Smoky Lake County.</p> <p>1.2 The Designation of Municipal Historic Resources Policy provides guidance to Council, administration and property owners as a precondition to the Designation Bylaw applicable to each designated resource.</p> <p>1.3 The Designation of Municipal Historic Resources Policy facilitates the maintenance and preservation of Municipal Historic Resources by establishing the process and conditions for the issuance of a Heritage Resource Intervention Permit.</p> <p>2. OBJECTIVE:</p> <p>2.1 Smoky Lake County receives requests to designate historic resources as Municipal Historic Resources. The County wishes to have a policy that formalizes the procedures for processing such requests.</p> <p>2.2 Smoky Lake County wishes to have a policy that formalizes the procedures for issuing Heritage Resource Intervention Permits.</p> <p>3. DEFINITIONS:</p> <p>For Interpretation purpose:</p> <p>3.1 Character-Defining Elements: the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of an historic place, which must be retained to preserve its heritage value.</p> <p>3.2 Designation Bylaw: A bylaw passed by Council designating an historic resource as a Municipal Historic Resource. A Designation Bylaw must include the legal description of the property that is to be designated and a declaration that the property is being designated as a Municipal Historic Resource pursuant to the <i>Historical Resources Act</i>.</p>

Title: Designation of Municipal Historic Resources		Policy No.: 15-01
Section: 61	Code: P-I	Page No.: 2 of 23 <i>E</i>

Policy Statement and Guidelines:

- 3.3 **Heritage Resource Intervention Permit:** A Heritage Resource Intervention Permit is required when interventions are proposed to a building or site that has been designated as a Municipal Historic Resource. Interventions include, but are not limited to, construction, additions, alterations, demolition, cosmetic changes and signage.
- 3.4 **Heritage Survey:** A heritage survey gathers and records information associated with the physical remains of the past to identify, document and understand potential historic resources in a community. A heritage survey lays the foundation for continued heritage protection, promotes public awareness and fosters grassroots support for heritage preservation, and offers municipalities a planning tool for managing and preserving historic sites.
- 3.5 **Heritage Value:** The aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations. The heritage value of an historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.
- 3.6 **Historic Resource:** An historic resource is any work of nature or humans that is primarily of value for its palaeontological, archeological, prehistoric, historic, cultural, natural, scientific or aesthetic interest, including, but not limited to, a palaeontological, archeological, prehistoric, historic or natural site, structure, or object.
- 3.7 **Historic Site:** An historic site is any site that includes, or is comprised of, an historic resource of immovable nature or that cannot be disassociated from its context without destroying some or all of its value as an historic resource.
- 3.8 **Municipal Historic Resource:** A Municipal Historic Resource is an historic resource that is designated by bylaw and protected from unsympathetic alteration or destruction pursuant to the conditions of the *Historical Resources Act*.
- 3.9 **Notice of Intention to Designate:** A Notice of Intention to Designate is a motion passed by Council stipulating that a written notice of intention to designate an historic resource as a Municipal Historic Resource shall be served on the owner of said resource. The Notice shall contain the legal description of the property and a declaration stating Council's intention to designate the property as a Municipal Historic Resource pursuant to the *Historical Resources Act*.
- 3.10 **Smoky Lake Region Inventory of Historic Places:** The Smoky Lake Region Inventory of Historic Places is a register of historic assets within Smoky Lake County, the Villages of Waskatenau and Vilna, and the Hamlets of Bellis, Spedden and Warspite. Resources must be listed in the Inventory before they can be considered for designation as a Municipal Historic Resource.
- 3.11 **Statement of Significance:** A Statement of Significance is a succinct description of an historic resource that includes a brief description of the historic place, identifies the key heritage values of the resource and highlights the resource's character-defining elements.

Title: Designation of Municipal Historic Resources		Policy No.: 15-01
Section: 61	Code: P-I	Page No.: 3 of 23 <i>E</i>

Policy Statement and Guidelines:

4. GUIDELINES:

- 4.1 Upon recommendation from the Smoky Lake County Regional Heritage Board, Smoky Lake County Council may decide to designate an historic resource as a Municipal Historic Resource if it deems the resource to be of significant historic value and whose preservation it considers to be in the public interest.
- 4.2 When an historic resource is designated as a Municipal Historic Resource, ownership will be retained by the landowner. However, the landowner will have agreed that there are now limitations and restrictions on how the resource can be altered.

5. PROCEDURES:

- 5.1 Application forms for Municipal Historic Resource Designation can be obtained from the Smoky Lake County Regional Heritage Board, the Smoky Lake County office or online at www.smokylakecounty.ab.ca (**Schedule "A" – Application for Municipal Historic Resource Designation**)
- 5.2 Before a historic resource may be considered for designation as a Municipal Historic Resource, a Statement of Significance must first be completed, and the resource listed on the Smoky Lake Region Inventory of Historic Places. A Preliminary Heritage Site Identification form must be completed before a resource can be considered for inclusion on the Inventory (**Schedule "B" – Preliminary Heritage Site Identification Form**)
- 5.3 Nominations for designation and/or placement on the Smoky Lake Region Inventory of Historic Places shall be made upon the request of the resource owner, and submitted to the Smoky Lake County Regional Heritage Board for comment.
- 5.4 If recommended by the Smoky Lake County Regional Heritage Board, an application for Municipal Historic Resource Designation will be submitted to the County. The Development Authority will prepare a Request for Decision for Council's consideration, including a draft Designating Bylaw.
- 5.5 If Council deems the historic resource to be worthy of designation, Council shall pass a motion issuing a Notice of Intention to Designate, pursuant to Section 26 of the *Historical Resources Act*. (**Schedule "C" – Notice of Intention to Designate**)
- 5.6 The Notice of Intention to Designate must be served on the resource owner a minimum of sixty (60) days before the consideration of a designation bylaw. During this period the owner of said resource shall not destroy, disturb, alter, restore or repair said resource.
- 5.7 Following the 60 day notification period, Council may consider a Designation Bylaw for said resource. Council may also decide to revoke a Notice of Intention to Designate if it deems protection of the resource is not in the public interest.

Title: Designation of Municipal Historic Resources		Policy No.: 15-01
Section: 61	Code: P-I	Page No.: 4 of 23 <i>E</i>

Policy Statement and Guidelines:	
5.8	A Designation Bylaw must be passed within one hundred and twenty (120) days of the serving of the Notice of Intention to Designate. Failure to pass a Designation Bylaw during this period will render the Notice of Intention to Designate invalid.
5.9	Pursuant to Section 26 of the <i>Historical Resources Act</i> , a Designation Bylaw must contain the legal description of the property and a declaration that said property is being designated as a Municipal Historic Resource pursuant to the <i>Historical Resources Act</i> . (<u>Schedule "D" – Sample Designation Bylaw</u>)
5.10	Prior to passing a Designation Bylaw, a written agreement must be entered into between Smoky Lake County and the resource owner, waiving the right to receive compensation for any loss of economic value, perceived or real, as the result of designation. (<u>Schedule "E" – Municipal Historic Resource Compensation Waiver Form</u>) A Designation Bylaw will only be considered if the resource owner has waived his or her right to compensation for loss of economic value as a result of designation and has signed a Municipal Historic Resource Compensation Waiver attesting the same.
5.11	Once a Designation Bylaw has been passed by Council, a copy of said Bylaw, including any and all schedules, shall be signed by the owner and registered at the appropriate Land Titles Office against the title of the designated property.
5.12	A certified true copy of the Designation Bylaw shall be provided to the owner of the designated property.
5.13	Upon designation, a Municipal Historic Resource shall be nominated by the County to be placed on the Alberta Register of Historic Places.
5.14	County Council reserves the right to repeal a Designation Bylaw at any time for any reason it deems necessary. Council must pass a bylaw repealing the Designation Bylaw and must serve said repealing bylaw on the owner of the designated resource. The County must also discharge the Designation Bylaw from the land titles registry.
5.15	Upon designation, any alteration, restoration, repair, disturbance, removal, addition or destruction of a Municipal Historic Resource shall require written permission from the Development Authority in the form of a Heritage Resource Intervention Permit. (<u>Schedule "F" – Application for Heritage Resource Intervention Permit</u>)

	Date	Resolution Number
Approved	June 26, 2015	
Amended		
Amended		

Schedule "A"

SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD Application For Municipal Historic Resource Designation

Box 310, Smoky Lake, Alberta T0A 3C0

Roll # []

Date []

Name of Resource []

Municipality [] Municipal Address: []

Short Legal Description: Plan: [] Block: [] Lot: []

Long Legal Description LSD/Pt. [] Section [] Township [] Range [] W4

Please attach:

- Current Certificate of Title
Recent photographs of the exterior of Site
Recent photographs of the interior of Site
Historic photographs of the Site

NOTE: All photographs attached to this application remain the property of the municipality.

The information provided on this form was recorded by:

Name []
Address []
Postal Code [] Telephone 1 [] Telephone 2 [] Date []

Site Owner []
Address []
Postal Code [] Telephone []

Does the Owner support the possible designation of the Site? [] Yes [] No

Does the Owner give permission to the municipality and it's heritage contractor (if applicable) to enter the property, for the sole purpose of documentation and evaluation of the structure? [] Yes [] No

Comments []

Owner's Signature [] Date []

The personal information on this form is protected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act SA 2000. The information will be used to process this application for the purpose of having a property considered as a Historic Resource. This document is a public document and is available for public viewing if requested and as a result your name and address may be included on reports and available to public. The municipality WILL NOT use your personal information for unrelated purposes, without your expressed consent.

No. of structures	
Type of structures	
Type of construction (log, frame, brick, etc.)	
Present Condition	
Roof	
Siding	
Windows and frames	
Foundation	
What was the date of construction? Estimated or Actual?	
What was (were) the original uses(s) of the structure?	
What was the nature and date of any later addition?	
What is the architectural significance of this site or structure?	
What is the name of the architect, if one was involved?	
What is the name of the builder?	
Does the architect or builder have any special prominence in the community?	
Is there something notable about the method of construction or the building materials used?	
Is the structure on its original site? If it has been moved, when and why?	
In what condition is the building? What alterations have been made in the cause of maintenance or renovation, and when?	
If it is in a town or village, does the building fit in with	

~ Smoky Lake County Regional Heritage Board ~

the age, types, and styles of others on the street, or in the neighbourhood? If it is in a rural area, does it fit in with the local environment?	
What is the historical significance of this site and / or structure? Was this site associated with major patterns in economic, social, political , cultural or any other broad development?	
Is it a particular visible landmark in the area?	
What is the present use of the site or structure?	
What is the proposed use of the site or structure?	
Are there any plans for restoration / rehabilitation of this site or structure?	
Have there been any important event(s) associated with this site or structure? If so, provide an account of it.	
Is there something unique or excellent about the artist design and craftsmanship of the site or structure?	
Why do you feel the preservation of this resource is in the public interest?	
List sources of information and names with contact information of people we can contact for further information.	

~ Smoky Lake County Regional Heritage Board ~

SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD Preliminary Heritage Site Identification

Requested By: Date:

Contact Information:

Name(s) of Site:

Land Location:

Current Owner:

Previous Owner:

Construction Date: Approximate Actual

Builder / Architect:

Additions or Alterations to Original Building

History

Special Exterior Features

Special Interior Features

Additional Information

Do you have any photographs, documents, blueprints, etc. to show us?

Do you have any additional information about other buildings in the Smoky Lake Region?

Submit or drop off at:

Smoky Lake County Regional Heritage Board, Box 310, 4612 McDougall Drive, Smoky Lake, Alberta T0A 3C0

SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD Notice of Intention to Designate

NOTICE OF INTENTION TO DESIGNATE

[Redacted]

AS A MUNICIPAL HISTORIC RESOURCE

ALBERTA HISTORIC RESOURCES ACT
Section 26 H.R.A., R.S.A. 1980, c.H-8, as amended

TO: [Redacted]

Notice is hereby given that following at least sixty (60) days from the date of serving of this Notice, on

Council Meeting Date: [Redacted]

the Municipal Council of the [Redacted]

intends to pass a Bylaw that the site legally described as:

Short Legal Description: Plan: [Redacted] Block: [Redacted] Lot: [Redacted]

Long Legal Description: Municipal Address: [Redacted]

[Redacted]

Excepting thereout all mines and minerals,

Containing the building(s), known as:

[Redacted]

located on the site be designated a **MUNICIPAL HISTORIC RESOURCE** under Section 26 of the Historical Resources Act, as amended from time to time.

AND TAKE FURTHER NOTICE THAT the Municipal Council of the [Redacted]

has appointed the Chief Administrative Officer to implement matters arising from the issuance of the Notice of Intention to Designate a Municipal Historic Resource.

DATED this [Redacted] day of [Redacted], 201 [Redacted]

Attachments:

- Location Map
- Photographs
- Statement of Significance

Chief Administrative Officer

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW XXXX-XX**

**A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF
DESIGNATING THE (NAME OF RESOURCE) AS A MUNICIPAL HISTORIC RESOURCE**

WHEREAS Section 26 and 27 of the Historical Resources Act, R.S.A. 2000, c. H-9, as amended, permits the Municipal Council of a municipality to designate any heritage resource within a municipality whose preservation it considers to be in the public interest as a Municipal Historic Resource, upon giving notice to the Owner of the Resource in accordance with the Historic Resources Act.

AND WHEREAS the Council of Smoky Lake County has determined that the property legally described as:

**(NAME OF HISTORIC RESOURCE)
(LEGAL DESCRIPTION)
XXX hectares (XXX acres more or less)**

is a site of architectural, historical, cultural, environmental, archeological, paleontological, aesthetic and/or scientific value;

AND WHEREAS not less than sixty (60) days prior to consideration of this bylaw, the Council of Smoky Lake County may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource. A Council that designates an historic resource as a Municipal Historic Resource shall:

- a) cause a copy of the bylaw to be served on the owner of the historic resource and on the owner of any land that will be subject to the bylaw; and
- b) if the bylaw relates to or includes any land, cause a certified copy of the bylaw to be registered at the land titles office.

NOW THEREFORE that the Council of Smoky Lake County in the Province of Alberta, having complied with the Historical Resources Act, and duly assembled, hereby enacts as follows:

1. The property known as (NAME OF RESOURCE) located on lands legally described as (LEGAL DESCRIPTION) excepting thereout all mines and minerals, area (XXX) Hectares ((XXX) Acres more or less) is hereby designated a Municipal Historic Resource within the County as described in Schedule "A".
2. Council wishes that the original character of (NAME OF RESOURCE) be protected and preserved while encouraging changes that will make the related buildings and structures functional, at no cost to the County. The Historic Resource shall not be removed, destroyed, disturbed, altered, rehabilitated, repaired or otherwise permanently affected, other than in accordance with the terms outline in Schedule "B".
3. The administration of this bylaw shall be under the management and control of the Development Authority of Smoky Lake County.
4. This bylaw shall come into effect after third and final reading.

READ A **FIRST TIME** IN COUNCIL THIS XXTH DAY OF XXXXX, AD 20XX.

(NAME)
Reeve

S E A L

(NAME)
Chief Administrative Officer

READ A **SECOND TIME** IN COUNCIL THIS ____ DAY OF _____, AD 20XX.
READ A **THIRD AND FINAL TIME** IN COUNCIL THIS ____ DAY OF _____, AD 20XX.

(NAME)
Reeve

S E A L

(NAME)
Chief Administrative Officer

SCHEDULE "A"

This Statement of Significance forms Schedule "A" to Bylaw XXXX-XX and provides a *Description of the Historic Place*, explains the *Heritage Value* of the building and identifies, by written description and photographs, those *Character Defining Elements* of the (NAME OF RESOURCE) which are regulated by the "General Guidelines for Conservation" (Schedule "B") and must be preserved (the "Regulated Character Defining Elements").

STATEMENT OF SIGNIFICANCE

(NAME OF RESOURCE)

(LEGAL DESCRIPTION)

XXX hectares (XXX acres more or less)

**(INSERT THE STATEMENT OF SIGNIFICANCE FOR THE RESOURCE TO BE DESIGNATED,
INCLUDING A DESCRIPTION OF THE HISTORIC RESOURCE, ITS HERITAGE VALUE AND
THE RESOURCE'S CHARACTER DEFINING ELEMENTS)**

Photographic Detail

**(ADD PHOTOGRAPHS THAT SHOW THE CHARACTER DEFINING ELEMENTS OF THE RESOURCE
TO BE PRESERVED)**

SCHEDULE "B"

This is Schedule "B" to Bylaw XXXX-XX and identifies the "General Guidelines for Conservation" for (NAME OF RESOURCE)

GENERAL GUIDELINES FOR CONSERVATION**1. Approval of Development Alterations**

As per Section 26 (6) of the Alberta Historical Resources Act, notwithstanding any other Act, no person shall destroy, disturb, alter, restore or repair a Historic Resource or remove any historic object from a Historic Resource that has been designated under this Section, without the written approval from Council or a person appointed by Council for that purpose.

Council appoints an approving Authority to protect the integrity of this municipal heritage resource to whom the Applicant shall submit a Heritage Resource Intervention Permit Application for any proposed restoration/changes to the structure. Any development or alterations affecting the Chahor Church and Bell Tower shall respect and conserve the heritage value and character defining elements identified in the Statement of Significance, in accordance with the below General Guidelines for Conservation and as recommended in the Standards and Guidelines for the Conservation of Historic Places.

2. Compatible Uses

Wherever possible, the use of the Municipal Historic Resource shall be compatible with the existing building such that minimal changes are required to the building. The use of the Municipal Historic Resource for its original purpose is desirable.

3. Original Character

The original distinctive qualities and character of the building as designated by the Municipal Historic Resource Bylaw should be preserved. The removal or alteration of any historical materials or features shall be avoided whenever possible.

4. The Historic Period

The Municipal Historic Resource should be recognized as a product of its own time. Alterations which are not based on historical fact or which recreate an earlier or later idiom shall be discouraged.

5. Witness to Change

Changes to the Municipal Historic Resource may have occurred over time. These alterations are evidence of the history and development of the building. Because this evolution may have acquired significance in its own right, alterations to the original building should be recognized and respected where indicated.

6. Repair and Replacement

Deteriorated architectural features shall be repaired rather than replaced wherever possible. Where replacement is necessary, the new material should match the original as to composition, colour, texture, design, etc. The repair or replacement of architectural features shall be based on a sound knowledge of the original characteristics of the features. Such knowledge shall be based on historical or pictorial evidence and not upon conjecture.

7. Style and Craftsmanship

Distinctive stylistic features and examples of skilled craftsmanship that have been designated by the Municipal Historic Resource Bylaw shall be preserved and treated sensitively.

8. Cleaning

In all cases, surface cleaning shall be undertaken with the gentlest means available. Sandblasting in particular, but also other cleaning methods, damage historic integrity and should not be undertaken without thorough testing prior to use on a building. Sandblasting is not recommended on brick, stone or wood. In all instances, it should be ascertained that a building exterior is really in need of cleaning prior to undertaking the work.

9. Reversibility of Improvements

When the introduction of new elements or materials is necessary to stabilize or preserve a municipally designated Historic Resource, alterations shall be undertaken such that the new materials, should they fail, may be removed at a later date without damage to the original fabric of the Municipal Historic Resource. Where this is not possible (i.e. use of epoxy), only those methods and materials that have been thoroughly tested and found satisfactory in situ shall be used.

10. Recording

Prior to undertaking any alterations, particularly in cases where alterations may threaten the building fabric (underpinning and moving structures), the Applicant shall compile a complete record of the architectural features of the Municipal Historic Resource. Measured drawings and photographs of details may prove invaluable if major features are damaged or lost during the subsequent repair work.

11. Original Construction Details

In some historic structures, poor construction details or inappropriate materials resulted in rapid deterioration of certain building elements. In these instances, accurate restoration of the original detail will inevitably result in the failure of the element. Therefore, restoration of the resource should be undertaken in such a fashion as to duplicate the original appearance as closely as possible while using details based on sound construction practice.

12. Enforcement

This Bylaw may be enforced, and the contravention of any provisions contained herein restrained, by the Court of Queen's Bench of Alberta upon action brought by Council, whether or not any penalty has been imposed for contravention. If the Development Authority finds that a person is in contravention of this Bylaw, the Development Authority may, by written order, require the person responsible for the contravention to remedy it if the circumstances so require. The order may:

- (a) direct a person to stop doing something, or to change the way in which the person is doing it;
- (b) direct a person to take any action or measures necessary to remedy the contravention of the Bylaw, including the removal or demolition of a structure or part of a structure that has been erected or placed in contravention of the Bylaw, and, if necessary, to prevent a re-occurrence of the contravention;
- (c) state a time within which the person must comply with the directions;
- (d) state that if the person does not comply with the directions within a specified time, the municipality will take the action or measure at the expense of the person.

13. Improvements

Prior to undertaking any improvements, an Application for a Heritage Resource Intervention Permit must be submitted to Smoky Lake County. The Application shall include phasing of alterations where necessary due to program or budget restrictions. The type and timing of both short and long term maintenance work should also be included.

14. Codes

At no time should the life and safety of occupants of a Municipal Historic Resource be deemed of lesser importance than the preservation of the original fabric of the Municipal Historic Resource. The required life and safety standards are those required by the current Alberta Building Code. However, notwithstanding these Code requirements, where the essential character of the structure is threatened by changes for Code reasons, every effort shall be made to achieve an equivalent safety standard by alternate means so as to minimize the impact on the historic fabric.

15. Signs

As a general rule, signs should be limited to signs that were originally present on the building. In instances where new use or interpretive functions dictate the use of additional signs, these new elements should be integrated into the general design of the project.

The size, typeface, graphics and materials should be chosen to suit the period of the Municipal Historic Resource, wherever possible. All signs must conform to the Smoky Lake County Land Use Bylaw.

16. Claims

All covenants, undertakings, obligations, and conditions set out in this Bylaw shall constitute covenants running with the Lands and the County may register a Caveat at the Land Titles Office against the Lands to protect its interest under this Bylaw. Smoky Lake County may grant a postponement of the caveat as to any of the land in development. Smoky Lake County will discharge the caveat promptly upon the acceptance of the various matters required to be performed by the Developer under this Bylaw.

The Developer shall indemnify and save harmless the County from any and all losses, costs, damages, actions, cause of actions, suits, claims and demands resulting from anything done or omitted to be done by the Developer in pursuance or purported pursuance of this Bylaw.

17. Consent

This bylaw is hereby agreed to by the Owners as registered as a Caveat on the Certificate of Title XXX XXX XXX: (INSERT NAME OF MUNICIPAL HISTORIC RESOURCE)

(NAME OF LANDOWNER)

(ORGANIZATION – IF APPLICABLE)

(SIGNATURE)



Municipal Historic Resource Compensation Waiver Form

Box 310
4612 McDougall Drive
Smoky Lake, AB T0A 3C0
Ph: 656-3730 Fax: 656-3768

MUNICIPAL HISTORIC RESOURCE WAIVER

I/We _____ understand that Smoky Lake County is applying to have the _____ designated as a Municipal Historic Resource.

In order for Smoky Lake County to proceed with the application, I/We agree to waive the following clauses of the *Historical Resources Act*.

Compensation

28(1) If a bylaw under section 26 or 27 decreases the economic value of a building, structure or land that is within the area designated by the bylaw, the council shall by bylaw provide the owner of that building, structure or land with compensation for the decrease in economic value.

(2) If the council and the owner cannot agree on the compensation payable under subsection (1), the owner or the council may apply to the Land Compensation Board established under the *Expropriation Act* to determine the amount of compensation payable by the council to the owner for the decrease in economic value.

(3) When an application is made to the Land Compensation Board pursuant to subsection (2), the *Expropriation Act* and the regulations made under it respecting the determination of compensation, hearings and procedures, including interest, costs and appeals, apply to the application with all necessary modifications.

(4) The council may, with the agreement of the owner, provide the compensation under subsection (1) by grant, tax relief or any other means.

For greater certainty, I/We expressly waive all rights to claim compensation from Smoky Lake County for any cause whether rising in common law, equity or by statute, because of the County's designation of the property described above as a Municipal Historic Resource.

Owner's signature _____ Date _____

Owner's signature _____ Date _____

Witness' signature _____ Date _____

HERITAGE RESOURCE INTERVENTION PERMIT

1. A Heritage Intervention Permit is required to undertake changes to properties because of their historic or architectural significance under the Alberta *Historical Resources Act*. Municipal governments in Alberta are responsible for safeguarding the heritage values of these properties. Section 26(6) of the Act requires that "no person shall destroy, disturb, alter, restore, or repair a historic resource that has been designated...without the written approval of the Council or a person appointed by the Council for this purpose."
2. The purpose of a Heritage Intervention Permit is to ensure that the proposed changes to a designated Historic Resource do not alter the property in such a way that the reasons for designation are diminished.
3. A Heritage Intervention Permit is required when interventions are proposed to a Municipal Heritage Resource, including: construction, additions, alterations, demolition, new colors, new windows, lighting, brick work, signs and all applicable exteriors including roofs.
4. There is **no fee** for a Heritage Resource Intervention Permit.
5. Applicants are requested to confirm their plans with the Municipality to determine if a Development Permit and/or a Building Permit are required. It should also be noted that a Heritage Resource Intervention Permit **does not** supersede the requirements of the Alberta Building Code, the Municipal Government Act or the municipality's Land Use Bylaw.
6. It is suggested that the Applicant consult with a Heritage Board Member or Heritage Planner when making plans to submit an Application for Heritage Resource Intervention Permit, as they may offer some suggestions or advise on appropriate methods of treatment or intervention.
7. All Applications for Heritage Resource Intervention Permit will be evaluated by the Smoky Lake Heritage Board and / or a Heritage Planner and a recommendation will be presented to the Municipality's Development Officer for final decision.
8. The requirements to complete a Application for Heritage Resource Intervention Permit are:
 - Copy of Designation Bylaw, with Statement of Significance (obtain from municipality)
 - Concept drawing (e.g. image of structure or finished sign)
 - Detailed dimensioned drawings of proposed "work", (structure or sign)
 - Site plan detailing the location of the structure or sign, to scale, in relation to other structures
 - Historical documentation / photographs to support proposed intervention
 - Photographs of existing building, side elevations, finishes, architectural details, streetscape or landscape
 - Description of materials to be used for proposed intervention
 - IF PAINTING: Samples of heritage colors with manufacturer, name, number and finish for each
 - IF SIGNAGE: Sample font, name and size of lettering, and sign mounting information
 - IF LIGHTING FIXTURE: Images and description of fixtures
9. During the evaluation of this Application, municipal staff, Heritage Board Member and / or Heritage Planner may find it necessary to enter the property, to view and photograph the Site that is subject to the Application. Failure to allow access onto the property may result in the Application being considered incomplete.

PART 1 - TO BE COMPLETED BY OWNER

Roll # _____

Permit # _____

Resource Name

Municipality

Municipal Address

Owner Information

Name

Address

City

Province

Postal Code

Phone Number

Legal Description

Plan

Block

Lot

LSD/Pt

Sec

Twp

Rng

W4

This Historic Resource is:

listed on Municipal Inventory

a Municipal Historic Resource

Designation Bylaw #

What kind of interventions / changes are being proposed to this Resource?

(Provide a brief summary of the proposed work)

Why are these specific interventions / changes being proposed to this Resource?

(Please check all that apply)

- To conserve the heritage value of the property
- To improve the functionality of the property
- To enable the adaptive re-use of the property
- Other

Provide a brief summary of the rationale for the proposed work.

Certification

I/We the Owner(s) of the subject property, and the Applicant of this subject Application, by signing the Application, agree to allow either municipal staff and/or Heritage Board Committee Member the right to enter onto my property, as necessary, to view and photograph the property for the Application. Failure to allow access onto the property may result in the Application being considered incomplete.

Date

Owner's Signature

Name

PART 2 - TO BE COMPLETED BY EVALUATOR

What conservation documents or other resources have been reviewed in evaluating the proposed work?

(Check all that apply)

- Municipal Heritage Management Plan
- Statement of Significance
- Standard and Guidelines for the Conservation of Historic Places in Canada
- Designation Bylaw
- Proposed work plan / drawings
- Other (please describe)

Municipal governments are responsible for safeguarding the heritage values of these properties. What "heritage values" and / or "character-defining elements" of the Resource (described in the Statement of Significance), if any, would be impacted by the proposed work? How, specifically, would they be affected?

Heritage Values

Potential Impact on Heritage Values

Character-Defining Elements

Potential Impact on Character-Defining Elements

Applying the Standards and Guidelines for the Conservation of Historic Places in Canada helps to ensure that sound conservation principles are considered when reviewing potential changes to historic places. Please check whether the proposed work meets each standard.

General Standards for all projects - "Preservation"

1. Conserve the *heritage value* of a historic place. Do not remove, replace, or substantially alter its intact or repairable *character-defining elements*. Do not remove a part of a *historic place* if its current location is a *character-defining element*.

- Yes
- No

2. Conserve changes to a *historic place* which, over time, have become *character-defining elements* in their own right.

- Yes
- No

3. Conserve *heritage value* by adopting an approach calling for *minimal intervention*.

- Yes
- No

4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other *historic places* or other properties or by combining features of the same property that never co-existed.

- Yes
- No

5. Find a use for a *historic place* that requires minimal or no change to its *character-defining elements*.
- Yes No
6. Protect and, if necessary, stabilize a *historic place* until any subsequent *intervention* is under-taken. Protect and preserve archaeological resources in place. Where there is potential for disturbance or archaeological resources, take mitigation measures to limit damages and loss of information.
- Yes No
7. Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect *heritage value* when undertaking an intervention.
- Yes No
8. Maintain *character-defining elements* on an ongoing basis. Repair *character-defining elements* by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of *character-defining elements*, where there surviving prototypes.
- Yes No
9. Make any *intervention* needed to preserve *character-defining elements* physically and visually compatible with the *historic place*, and identifiable upon close inspection. Document any intervention for future reference.
- Yes No

Additional Standards relating to - "Rehabilitation"

10. Repair rather than replace *character-defining elements*. Where *character-defining elements* are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing the sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the *historic place*.
- Yes No
11. Conserve the heritage value and *character-defining elements* when creating any new additions to a historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
- Yes No
12. Create any new additions or related construction so that the essential form and integrity of a *historic place* will not be impaired if the new work is removed in the future.
- Yes No

Additional Standards relating to - "Restoration"

13. Repair rather than replace *character-defining elements* from the restoration period. Where *character-defining elements* are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
- Yes No

APPLICATION DECISION

Based on the assessment of the work proposed, it is certified that the proposed work meets the Standards of Conservation described above, and does not negatively impact the heritage values and character-defining elements of the Historic Resource.

- No - Does **not** meet all the required Standards, work **not** permitted

Yes - Meets all the required Standards, work permitted

Permitted with
Conditions:

Recommendation Date

Final Decision Date

Heritage Evaluator

Designated Officer

Name

Name

NOTICE OF INTENTION TO DESIGNATE**Hamlin Road Ranch**

AS A MUNICIPAL HISTORIC RESOURCE

ALBERTA HISTORIC RESOURCES ACT
Section 26 H.R.A., R.S.A. 1980, c.H-8, as amendedTO: PODLOSKI, PETER H. & DONNA K.
BOX 279
City VILNA, AB CANADA
T0A 3L0

Notice is hereby given that following at least sixty (60) days from the date of serving of this Notice, on

Council Meeting Date: December 16, 2021

the Municipal Council of the Smoky Lake County

intends to pass a Bylaw that the site legally described as:

Short Legal Description: Plan: Block: Lot:

Long Legal Description: Municipal Address: 58223 HWY 859

SW-17-58-13-W4,
encompassing 158.12 acres more or less

Excepting thereout all mines and minerals,

Containing the building(s), known as:

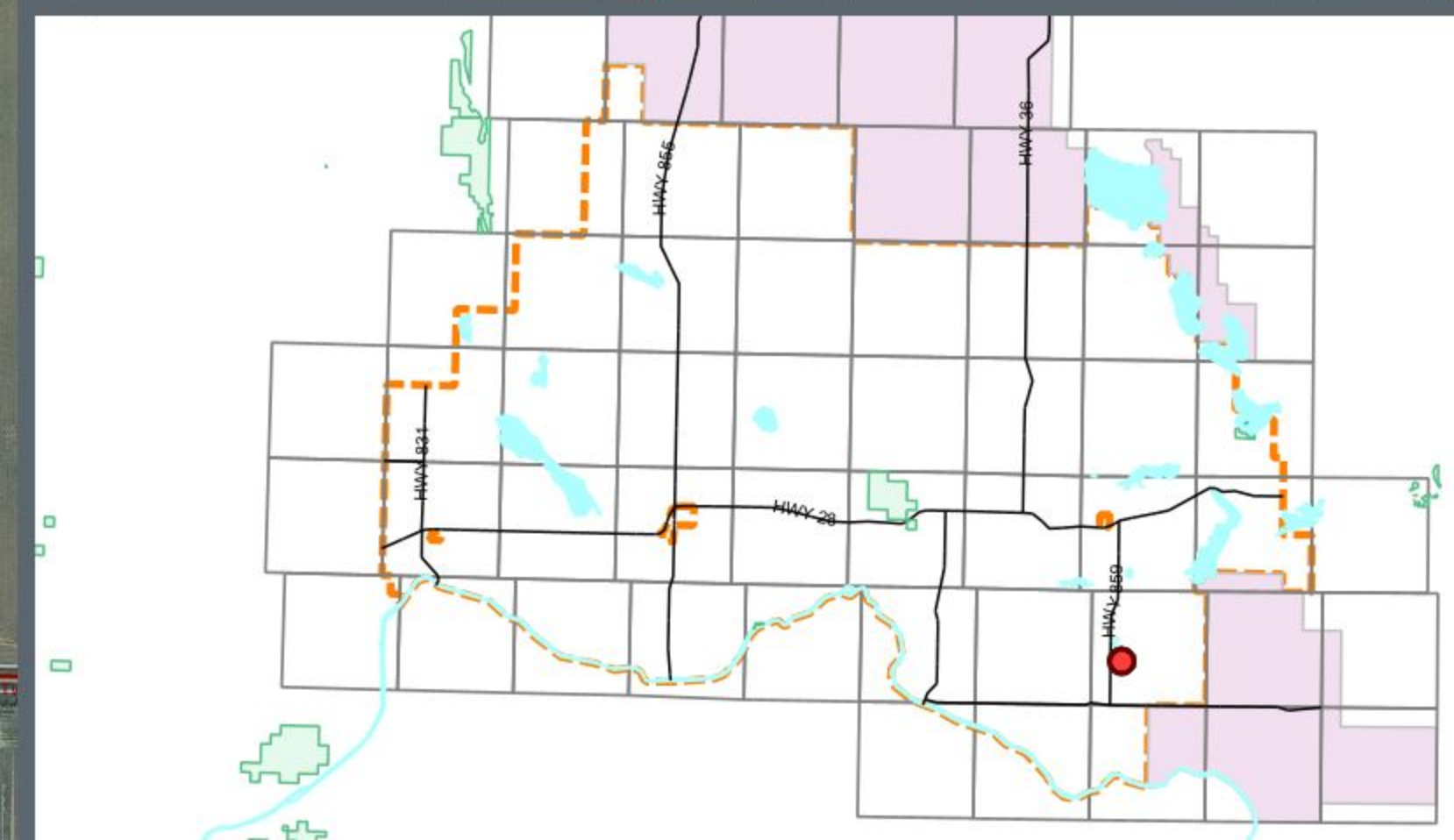
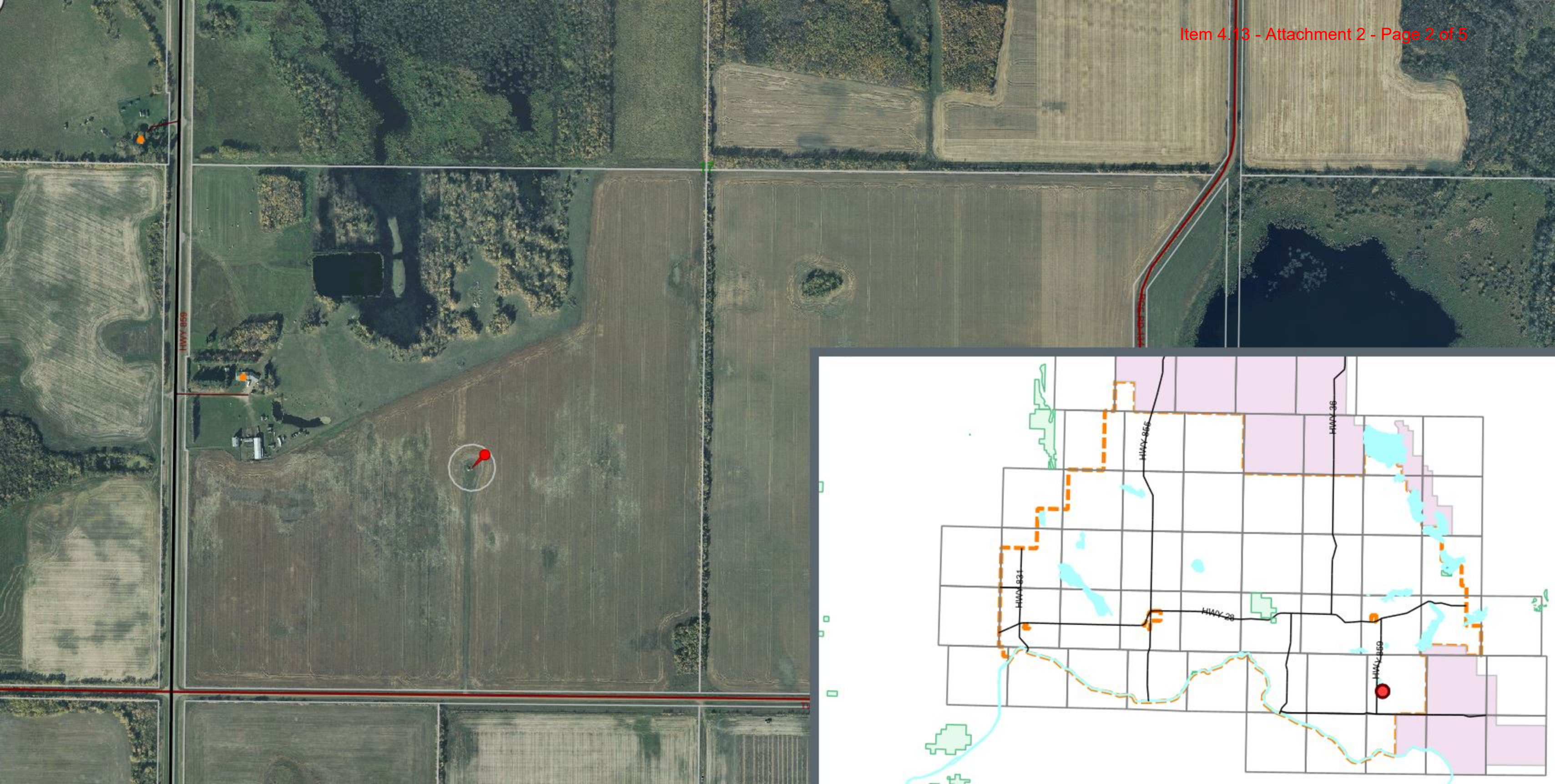
Hamlin Road Ranchlocated on the site be designated a **MUNICIPAL HISTORIC RESOURCE** under Section 26 of the Historical Resources Act, as amended from time to time.**AND TAKE FURTHER NOTICE THAT** the Municipal Council of the Smoky Lake County

has appointed the Chief Administrative Officer to implement matters arising from the issuance of the Notice of Intention to Designate a Municipal Historic Resource.

DATED this day of December , 201**Attachments:**

- Location Map
- Photographs
- Statement of Significance

Chief Administrative Officer



Hamlin Road Ranch

58223 Hwy 859

SW 17-58-13 W4



Description of Heritage Place

The resource is a collection of homestead buildings, including a c1913, one-and-a-half storey, horizontal-log farmhouse situated 100-feet southeast of a 1934 farmhouse, that has a 1996 turret addition and wing on the northwest corner. Both structures are north of the main barn. The collection of three structures are located in a grassed and gated farmyard that is well-treed with conifer and deciduous trees, and with a large garden to the west.

Heritage Value

The Hamlin Road Ranch is significant for its association with the provincial themes of The Face of Alberta, Agricultural Development, and Work and Leisure. The municipal heritage value in the resources lies in the contributions these three buildings provide in demonstrating the progression from the settlement of immigrants to the region through to the establishment of a prosperous farmstead, and the evidence structure's construction to convey such progression.

The Hamlin Road Ranch is representative of structures built by early settlers, like Gabriel (Gawrylo) Balanecki, who arrived in Canada from Bukovina, Ukraine in the early 1900s and officially filed for this homestead in 1919. This collection of these buildings demonstrate the eventual progression of a successful immigrant to the region.

There heritage value in this resource is also associated with the theme of Agriculture Development demonstrated through the development of a homestead and eventually a farmstead in the Hamlin area, within the Smoky Lake region. Balanecki married Elizabeth (nee Seveta) Malayko, also from Bukovina, and together they constructed the first residence in c1913. In 1934, they built a second, one-and-a-half storey residence. With time, and hard work clearing land for farming, their farm grew to encompass one section with a large herd of cattle. The third structure on this site is a 1947, two-and-a-half storey, barn. As a collection, they tell the story of a transition and increase in wealth and abilities to build a more substantial home and farming operation over time.



The resource also has heritage value in its association with Work and Leisure, as the collective farmstead easily demonstrates the prominence of the family in the Hamlin area. The scale and stature of the barn in particular, the high level of skill demonstrated in the construction of all of these buildings, and the well maintained condition of all of the structures in this collection, convey the wealth, prosperity, and pride of landowners who operated a successful farming operation in the region.

The resource also has heritage value in its design and method of construction, and exemplifies early structures built by homesteaders in the region in the early 1900s. The c1913, one-and-a-half storey, farmhouse with horizontal log construction is clad with a modern stucco application and diagonal and vertical wood detailing. The simple, rectangular, one-storey, log building is an example of how homesteaders with limited skill, tools, capital and time, utilized their local materials to construct an inexpensive shelter. The corners of the horizontal-log construction containing dove-tail notching sawn flush to the wall was a common detail for Ukrainian builders with a high level of workmanship. Mrs. Balanecki assisted in construction of the first residence and applied mud plaster to the logs. It has a medium-gable roof with one chimney and a square ventilation cupola. Windows have modern decorative fixed-wood shutters, and split weatherboard is applied to both gables.

The later structure continues to illustrate the ongoing use of local materials and labour. The 1934, one-and-a-half storey, horizontal-log, farmhouse clad with wood clapboard siding, has a one-storey high verandah with supporting wood posts on the south and west sides. The verge fascia is decorated with rounded dentils, an arched and scrolled fascia board, and decorative pendants. It is located in a grassed and gated farmyard north of main barn and 100-feet east of first log house.

In contrast to the horizontal-log construction of the farmhouses, the 1947 barn features a vertical finished-log superstructure clad with shiplap. It has a very impressive two-and-a-half storey scale with two bays on the ground floor and one bay on the upper floor, and a very prominent bird's beak at the peak of the curved roof on north side. The barn is an excellent example of vertical-log construction that provided an easier and faster method of building structures of this scale.

Character-Defining Elements

c1913 House

- Form, massing, and scale
- Horizontal finished-log superstructure
- Split weatherboard and stucco finish
- Medium-gable roof with one brick chimney and square ventilation cupola
- Upper-storey wood door
- Wood corner boards
- Projecting eaves and verges with exposed rafters
- Moulded wood trim on windows and doors
- Two-over-two, single-hung, wood windows

1934 House

- Form, massing, and scale
- Horizontal finished log superstructure
- Clapboard siding



- Medium gable roof
- Wood corner boards
- Skirt roof
- Decorative frieze
- Plain fascia and soffit
- Moulded wood trim on windows and doors with a wrap-around shed roof
- Open, one-storey, verandah with wood post supports
- All original wood windows and pattern of division of glass
- All original wood doors and panel details

Barn

- Form, scale, and massing
- Vertical finished log-superstructure
- Shiplap siding
- Wood corner boards
- Upper-storey wood door
- Two bays on front ground floor
- One bay on front third floor
- Plain wood fascia on verges and eaves
- Cupola
- Plain wood trim on windows and doors
- Three-by-three pane arrangement
- Horizontal board on sliding barn doors
- Wood drip-ledge between shiplap and belly-board around perimeter
- Bird's beak detail on verge peak

Sources

1. Vilna and District Historical Society, *Voices of Yesteryears – Vilna and District History*, 1991, vol. 1, 254-55.
2. Peter Podloski, Personal conversation. 17 September, 2010.



- In October 2020, Alberta Minister of Environment and Parks Jason Nixon provided a letter of support to undertake this work. **MINISTER'S LETTER ©ATTACHMENT 2**
 - Though it had been initially hoped that NSWA would revive their initiative, it was determined that this was not currently possible.
 - Nonetheless, Smoky Lake County resolved to proceed, with some assistance.
- In January 2021, Parks Canada provided a Funding Contribution of \$5k to complete a formal 'Nomination Document' describing the significant features of the North Sask.
 - *No later than 30 days before the end of the Agreement, the Smoky Lake County will submit to Parks Canada a final narrative project report summarizing the activities conducted and results achieved, and a final financial report detailing all project expenditures incurred for the Project.*
 - A second Funding Contribution of \$45k is normally available to complete the subsequent non-statutory 10-year management plan required to complete the designation.
- Notably widespread support from river communities, including the City of Edmonton, EPCOR, Confederacy of Treaty 6 First Nations, Metis Nation of Alberta, Tsuut'ina Nation, Fort Edmonton Park, Senator Paula Simons, 15 of 16 river-adjacent municipalities, Paddle Alberta, Ceyana Canoe Club, River Valley Alliance (RVA), North Saskatchewan Watershed Alliance (NSWA), Edmonton River Valley Conservation Society, and others.
- **Public Engagement** in the months of April/May 2021 yielded hundreds of individual responses across Alberta. Engagement and survey design advice was provided from Eric Smith of 'Wise Use'.
- In July 2021, Committee of the Whole for Planning reviewed a working draft of the '*North Saskatchewan in Alberta Heritage River Nomination Document*'
 - Environmental advice integrated from Aquality Environmental Ltd.
 - This document was then revised subject to feedback and comments from project partners such as the City of Edmonton, Alberta Environment, and Parks Canada.
 - A final revision was submitted to the CHRS Board at its bi-annual meeting of November 24, 2021. **PRESENTATION ©ATTACHMENT 3**
 - Administration debriefed with staff from Alberta Environment and Parks (AEP) and Environment and Climate Change Canada/Parks Canada (ECCC) on Dec. 1, 2021.
 - The Board approved the nomination, which will now be forwarded to the Minister of AEP and then to the Minister ECCC for endorsement. **EMAIL ©ATTACHMENT 4**
 - A similar presentation will be made to the Minister of AEP, probably in January 2022.
 - Ministerial endorsements are not anticipated before the end of February 2022.

- In September 2021 the County published a Request for Expressions of Interest to assist in facilitation of a subsequent non-statutory 10-year 'Management Plan' required to complete the designation, which received nearly a dozen responses. **REQUEST FOR EXPRESSIONS OF INTEREST @ATTACHMENT 5**
 - Smoky Lake County received nine (9) positive responses to the Request for Expressions of Interest of varying expertise's and backgrounds
 - This work is anticipated to be funded via a 2nd Parks Canada Funding Contribution Agreement and whatever other funding can be secured from corporate, government (i.e., Alberta) or third parties.
 - To be brought forward to a future Council Meeting in early Q1 – 2022:
 - A 2nd Funding Contribution Agreement(s), and
 - A draft Request for Proposal, or a recommended facilitation group or groups to carry out the management planning process.
- **Other Notes:**
 - Since 2019, the City of Edmonton has also been working toward a 'River Valley Planning Modernization' of its bylaws etc.
 - In Spring 2021, Explore Edmonton published it's 10-Year Master Plan, with a major focus on regional collaboration and the North Sask. River.
 - In June 2021, Alberta Environment announced establishment of a Surface Water Quality Management Framework for the North Saskatchewan Region under the *Alberta Land Stewardship Act*.
 - In August 2021, Parks Canada announced a \$130M commitment to study establishment of seven 'Urban National Parks' across Canada, including potentially in Edmonton.
 - In November 2021, the City of Edmonton signed a Statement of Collaboration with Parks Canada, and administration will report back on this work likely in Spring 2022.

NEXT STEPS:

- Briefing & presentation to AEP and ECCC Ministers (*possibly Jan/Feb respectively*)
- Joint Alberta-Federal announcement of the formal Nomination. (*possibly March*).
- Parks Canada Funding Contribution #2. (*possibly Jan/Feb*).
- Select a management planning facilitation provider (*possibly Jan/Feb*).

ATTACHMENTS:

- CHRS Charter **@ATTACHMENT 1**
- AEP Minister's Letter, Dated Oct 23, 2020, **@ATTACHMENT 2**
- CHRS Board Presentation, dated Nov 24, 2021, **@ATTACHMENT 3**
- Post-presentation AEP Email dated Nov 24, 2021, **@ATTACHMENT 4**
- Request for Expressions of Interest, dated Sept 7, 2021, **@ATTACHMENT 5**

CORRELATION TO BUSINESS (STRATEGIC) PLAN

Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom

Vision: Leading the way in positive growth with healthy, sustainable, rural living.

Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.

**LEGISLATIVE, BYLAW and/or
POLICY IMPLICATIONS**

**Parks Canada Guiding Principles and Operational Policies, Part II -
Activity Policies: Canadian Heritage Rivers Policy**

CHRS Program Guidelines and Procedures (2017)

BENEFITS

- Completes the terms of the 1st Funding Contribution.
 - Provides a roadmap to complete the CHRS Designation process.
 - Sustainable, natural, land, and river-based tourism development opportunities, opportunities for unlocking of grants, etc.
 - Enhanced community participation, awareness, place-making, and pride

DISADVANTAGES

- Nil.

ALTERNATIVES

- Take no action/Defer

FINANCE/BUDGET IMPLICATIONS

Operating Costs: Nil

Capital Costs: Nil

Budget Available: Nil

Source of Funds: Nil

Budgeted Costs: Nil

Unbudgeted Costs: Nil

**INTERGOVERNMENTAL
INVOLVEMENT/IMPLICATIONS**

Numerous opportunities to collaborate, **including but not limited to:**

Governmental: Alberta Environment and Parks (AEP), +16 North Sask. River-adjacent municipalities, Parks Canada and the CHRS Board, Alberta Culture, Multiculturalism, & Status of Women (CMSW), Metis Nation of Alberta (MNA), Confederacy of Treaty 6 First Nations, and

Non-Governmental: Travel Alberta, Explore Edmonton, Indigenous Tourism Alberta, North Saskatchewan Watershed Alliance (NSWA) in AB, North Saskatchewan River Basin Council (NSRBC) in SK, Smoky Lake Regional Heritage Board (SLRHB), and Victoria Home Guard Historical Society (VHGHS).

COMMUNICATION STRATEGY

- County micro-site web page, media, social, etc.

RECOMMENDATION

Motion #1: That Smoky Lake County Acknowledge:

- 1. the NSR Nomination Document Presentation (Attachment 3) to the CHRS Board (November 24, 2021), and**
- 2. that administration will complete a Final Narrative Report to complete the Parks Canada's Funding Contribution #1 (GC-1424) in the amount of \$5,000, and that a new Parks Canada Funding Contribution #2 Agreement for \$45,000 and recommended Management Planning facilitation group(s) are to be brought forward to a future meeting of Council for consideration, and**

3. that the Reeve and administration will continue to make representations to and advocate with the Province, Federal Government, municipalities, Indigenous organizations, and other partners along the North Saskatchewan River in furtherance to the Heritage River Initiative.

Motion #2: That Smoky Lake County in partnership with more than sixteen other municipalities across Alberta, participate in the application of the 2021-2022 Alberta Community Partnership (ACP) Grant for the Project Titled: '*Management Plan for the North Saskatchewan River under the Canadian Heritage Rivers System*' under the "Intermunicipal Collaboration Framework" Component Grant, due by January 5, 2021 for the total project cost in the amount of \$200,000.00, listing Kyle Schole, Planning Technician as the Preferred Contact Name, and further, agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

CHIEF ADMINISTRATIVE OFFICER	
------------------------------	--

THE CANADIAN HERITAGE RIVERS SYSTEM CHARTER

Item 4.14 - Attachment 1 - Page 1 of 1

WHEREAS freshwater is essential to life on earth and Canada is blessed with a vast supply of freshwater, approximately one-fifth of the world's total; and

WHEREAS rivers are a priceless and enduring part of Canada's national heritage and identity; and

WHEREAS rivers are central to the overall health and well-being of Canadians; and

WHEREAS participating governments on the Canadian Heritage Rivers Board have agreed to renew and strengthen their participation in the Canadian Heritage Rivers System by administering the program through a strategic plan, which serves as the principal operating document for the Board;

THEREFORE, IT IS UNDERSTOOD that the federal, provincial and territorial Ministers responsible for the Canadian Heritage Rivers System, do, by this Charter, reaffirm their governments' commitment to the System, and, by this Charter, describe its main principles of operation, vision, and governance, as follows:

I VISION

This Charter affirms the vision of the Canadian Heritage Rivers Board that:

The Canadian Heritage Rivers System is a model of stewardship, cooperation and participation; one that engages society in valuing the natural and cultural heritage of rivers and river communities as essential to the identity, health and quality of life of Canadians.

II PURPOSE OF THE CANADIAN HERITAGE RIVERS SYSTEM CHARTER

This Charter sets out a framework for cooperation between Canada and the participating Provinces and Territories (hereinafter together referred to as "the Participants") to recognize, conserve and manage, in a sustainable manner, Canada's designated heritage rivers and their natural qualities, cultural/historical heritage, and recreational values. The Charter provides a tangible public expression by governments in Canada of their support for and participation in the Canadian Heritage Rivers System and acknowledges the operation of the program through a strategic plan.

III PRINCIPLES OF THE CANADIAN HERITAGE RIVERS SYSTEM

This Charter serves to emphasize the following principles, which form part of a strategic plan of the Canadian Heritage Rivers Board:

- i) Participation in the Canadian Heritage Rivers System is voluntary.
- ii) The Participants retain their jurisdictional powers over rivers in the Canadian Heritage Rivers System, including ownership of land, the choice to nominate a river, and the right to continue to operate and manage designated rivers in accordance with the goals of the System.
- iii) The Canadian Heritage Rivers System respects Aboriginal peoples, community, landowner and individual rights and interests in the nomination, designation and management of heritage rivers.

- iv) Rivers, or sections of rivers, included in the Canadian Heritage Rivers System will meet the spirit of the heritage and recreational value selection guidelines as set out by the Canadian Heritage Rivers Board.
- v) River nominations and designations will be jointly approved, on the recommendation of the Canadian Heritage Rivers Board, by the Minister(s) of the nominating jurisdiction(s) and the Minister responsible for the Parks Canada Agency.
- vi) The Parks Canada Agency will continue to be the lead federal agency for the Canadian Heritage Rivers System and will, through a secretariat operated on behalf of the Canadian Heritage Rivers Board, provide technical and financial support for the nomination and designation of rivers to the System, for promotion of the System both nationally and internationally, and for co-ordination of the ongoing monitoring of designated rivers.
- vii) River nominations and designations in Northwest Territories and Nunavut must be jointly approved by the Minister responsible for Indian and Northern Affairs Canada and the responsible territorial minister. This approval is to be obtained by the Canadian Heritage Rivers Board prior to a final recommendation going forward to the Minister responsible for the Parks Canada Agency.
- viii) Should territorial devolution occur in the Northwest Territories and Nunavut, as it has in Yukon, the federal authorities for the management of land, waters, and natural resources would be transferred to territorial governments. This Charter recognizes final devolution agreements between Canada and the territorial governments.
- ix) Provincial and territorial governments will continue their commitment to the Canadian Heritage Rivers System, assuming the long-term operations and management of rivers within their jurisdictions designated to the System.

IV THE CANADIAN HERITAGE RIVERS BOARD

The Canadian Heritage Rivers System is administered by the Canadian Heritage Rivers Board, which is composed of members from the government, public, not for profit or private sector who are appointed by the Participants. The Board administers the Canadian Heritage Rivers System for the benefit of the people of Canada and is accountable to the signatories of the Charter for the effective management of resources and processes that conserve and present heritage rivers.

V DURATION OF TERM

Unless otherwise agreed to in writing by the Participants, the cooperation contemplated in this Charter shall be for a period of twenty years, commencing on April 1, 2011, and ending on April 1, 2031.

VI SCOPE OF THIS CHARTER

- x) Nothing in this Charter is to be interpreted as establishing a partnership, joint venture, agency relationship or commercial association between the Participants.
- xi) Each Participant shall retain exclusive responsibility for its undertakings.
- xii) This Charter shall not be interpreted to create any legal right or obligation between the Participants.

VII MODIFICATIONS

It is understood that this Charter may be modified at any time by written agreement of all Participants.

IN WITNESS WHEREOF the Participants hereto have executed this Charter by their Ministers' signatures, signed in counterpart, as of the day and year written below.

December 24, 2013



107863

ALBERTA
ENVIRONMENT AND PARKS

*Office of the Minister
Government House Leader
MLA, Rimbey-Rocky Mountain House-Sundre*

OCT 23 2020

Reeve Craig Lukinuk
Smoky Lake County
PO Box 310
4612 McDougall Driver
Smoky Lake AB T0A 3C0
craiglukinuk@smokylakecounty.ab.ca

Dear Reeve Lukinuk:

Thank you for your letter regarding the nomination of a portion of the North Saskatchewan River under the Canadian Heritage Rivers System.

Alberta Environment and Parks supports your group's effort to nominate this river and, as the jurisdictional representative, we will make the formal nomination on your behalf. A heritage river designation would reflect the care and stewardship that local governments and stakeholders have undertaken along the river corridor, and help local municipalities and businesses promote the natural beauty, rich cultural history, and myriad recreation and tourism opportunities in your region.

Once the nomination is endorsed by the Canadian Heritage Rivers System Board of Directors, the next step is for Smoky Lake County to prepare a nomination document with relevant information and background studies. The Canadian Heritage Rivers System is a grassroots, locally driven program in Alberta. Alberta Environment and Parks will support your efforts where possible, and share available data about natural, cultural and recreation/tourism values pertinent to the river.

I applaud your efforts in pursuing this nomination, and for assembling substantial local and regional support in this regard.

Sincerely,

Jason Nixon
Minister

cc: Tracy Draper, Alberta Environment and Parks
Brian Joubert, Alberta Environment and Parks

Smoky Lake County

Source: Google

↑ Kyle Schole,
Planning Technician,
Smoky Lake County

Jordan Ruegg,
Planning Manager,
Smoky Lake County ↓

^View from Hwy 831, Steve Ricketts

3

3


Victoria District National Historic Site

**Victoria District
National Historic Site of Canada**
Designated in 2001, representing
historic River Lots & Ukrainian Settlement

Smoky Lake County; Kyle Schole Photos

4

4




Canadian Heritage Rivers System / Réseau des rivières du patrimoine canadien / ба.СГ Аҥау/Сӳбӳаҫ дҫҫҫ


Why Smoky Lake County?

Three main motivators:



- Tourism & Economic Development** - supporting new opportunities for sustainable Indigenous, agricultural, culinary, tourism and cultural interpretation;
- Establish & renew relations, coordinate decision-making** - among municipalities Indigenous communities, and other groups;
- Strengthened Stewardship** - of land, air, water, and culture;



VICTORIA DISTRICT ECONOMIC DEVELOPMENT STRATEGY
May 2020







Métis Crossing Cultural Gathering Center, 2020





Ground-breaking, 2019

Métis Crossing files, and Smoky Lake's Victoria District Economic Development Strategy Bylaw

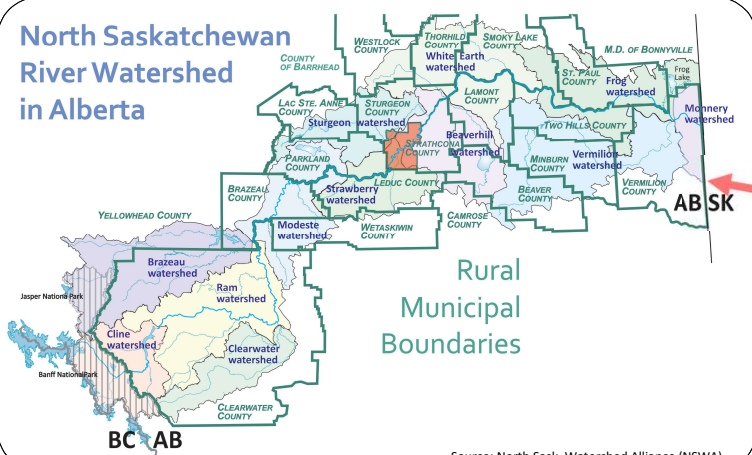





5



Canadian Heritage Rivers System / Réseau des rivières du patrimoine canadien / ба.СГ Аҥау/Сӳбӳаҫ дҫҫҫ

Where is the NSR in AB?




North Saskatchewan River Watershed in Alberta

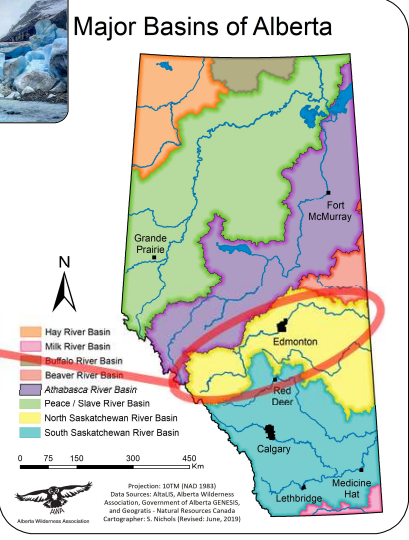
Rural Municipal Boundaries

BC AB

Source: North Sask. Watershed Alliance (NSWA)



^Toe of the Sask. Glacier, Sept. 2021



Major Basins of Alberta

- Hay River Basin
- Milk River Basin
- Buffalo River Basin
- Beaver River Basin
- Athabasca River Basin
- Peace / Slave River Basin
- North Saskatchewan River Basin
- South Saskatchewan River Basin

Edmonton, Calgary, Lethbridge, Medicine Hat, Fort McMurray, Grande Prairie, Red Deer

6

Smoky Lake COUNTY Canadian Heritage Rivers System Réseau des rivières du patrimoine canadien ба.СГ Абад/Сб'аС д'агс

Alberta's Heritage River Regime

CHRS Priority Rivers (AA)
(not ranked in order of priority)

- 1 Peace River
- 2 Clearwater (Athabasca) River
- 3 **N. Saskatchewan River**
- 4 Red Deer River
- 5 Bow River
- 6 Highwood River
- 7 Oldman River
- 8 S. Saskatchewan River
- 9 Castle River
- 10 Milk River

Legend
AA River National Park Boundary

Alta Alberta ENVIRONMENTAL PROTECTION

CHRS River Study
NATURAL REGIONS AND SUBREGIONS OF ALBERTA

SOUTHERN FOREST BIOMERICAL REGION		CANADIAN SHIELD NATURAL REGION	
Central Mixedwood	Albion Park	Rocky Mountains	Rocky Mountains
City Mixedwood	Edmonton Park	Front Range	Front Range
Western Mixedwood	Edmonton Park	Front Range	Front Range
Sub Arctic	Edmonton Park	Front Range	Front Range
Front River Lowlands	Edmonton Park	Front Range	Front Range
Forest Highlands	Edmonton Park	Front Range	Front Range
ROCKY MOUNTAIN NATURAL REGION		GRASSLAND NATURAL REGION	
Alpine	Edmonton Park	City Mixedwood	City Mixedwood
Sub Alpine	Edmonton Park	Front Range	Front Range
Mt. St. Helens	Edmonton Park	Front Range	Front Range
Lower Plateau	Edmonton Park	Front Range	Front Range
Lower Plateau	Edmonton Park	Front Range	Front Range

Scale: 0 50 100km

Canadian Heritage Rivers Systems Study of Rivers in Alberta
UNIVERSITY OF ALBERTA APR - 7 1991 SCIENCE LIBRARY
EXECUTIVE SUMMARY February 1996
River Study

7

Smoky Lake COUNTY Canadian Heritage Rivers System Réseau des rivières du patrimoine canadien ба.СГ Абад/Сб'аС д'агс

The journey of the NSR to CHRS

NS North Saskatchewan River

"THE STORY OF THIS RIVER IS THE STORY OF THE WEST"

North Saskatchewan Watershed Alliance

Canadian Heritage Rivers System Background Study North Saskatchewan River Alberta 2005

NSWA NORTH SASKATCHEWAN WATERSHED ALLIANCE

NSWA NORTH SASKATCHEWAN WATERSHED ALLIANCE

NSWA NORTH SASKATCHEWAN WATERSHED ALLIANCE

^CHRS Background Study Celebration at Rocky Mountain House in 2006, ft. Former Alberta Lt. Gov. Helen Hunley. Courtesy of Background Study author Billie Milholland.

8



Canadian
Heritage Rivers
System

Réseau des
rivières du patrimoine
canadien

ᑕᑕᑦᑲᑦ
ᑕᑕᑦᑲᑦ
ᑕᑕᑦᑲᑦ

Process & Engagement

- 'whole-of-watershed' approach
- Inherited the 2006 NSWA draft Nomination Document
- Public & Indigenous Engagement
- Extensive media coverage



^AFire and ice on the NSR (Abraham Reservoir), Sunrise Christmas Day 2020, Clearwater County, Kyle Scholte Photo

Rediscovering a River
The life-giving North Saskatchewan.



^ASenator Paula Simons, in Alberta Views Magazine



Fort Edmonton, both Courtesies of Explore Edmonton



Fort Edmonton, both Courtesies of Explore Edmonton



Canadian
Heritage Rivers
System

Réseau des
rivières du patrimoine
canadien

ᑕᑕᑦᑲᑦ
ᑕᑕᑦᑲᑦ
ᑕᑕᑦᑲᑦ

Process & Engagement

Most of the people surveyed [87%] supported the nomination of the North Saskatchewan River to the Heritage River System.

Those that opposed the nomination [9%] felt that no change was needed or that a designation to the [CHRS] would eventually result in restricted access to the river.

From what we heard, there is a yearning to learn more about the Indigenous peoples' history and culture along the river.

It is clear from the responses received that the North Saskatchewan River matters to Canadians. It is an icon of Western Canada's identity."

What We Heard Report:
Canadian Heritage River System Nomination Survey – North Saskatchewan River
Rivière Saskatchewan Nord
Kisiskāciwani-sīpiy
otaka-ty
Північна річка Саскачеван

2021



^ANear Waskatenau



^ACourtesy of Explore Edmonton



^ANear Métis Crossing, Sept 2021

CHRS Strategic Plan (2020 – 2030)

STRATEGIC PRIORITIES (2020-2030)

1. ADVANCING RECONCILIATION ON CANADIAN HERITAGE RIVERS
2. STRENGTHENING THE CANADIAN HERITAGE RIVERS NETWORK
3. EXCELLENCE IN RIVER MANAGEMENT & CONSERVATION
4. ENGAGING CANADIANS IN CELEBRATING AND STEWARDING HERITAGE RIVERS

THE CANADIAN HERITAGE RIVERS SYSTEM CHARTER

**Canadian Heritage Rivers System
2020-2030 Strategic Plan**

13

13

Who is supporting?

AWES, LARA, METIS CROSSING, COUNTY OF EDMONTON, PORTAGE COLLEGE, BEAVER COUNTY, MARSHALL, Cows and Fish, COEA, CAMROSE COUNTY, MUNICIPAL PLANNING SERVICES, WESTLOCK COUNTY, EdmonDton & District HISTORICAL SOCIETY, YELLOWHEAD COUNTY, VILLAGE OF CLAYDE, TOWN OF STONY PLAIN, ERVCC, TOWN OF SMOKY LAKE, LAC STE. ANNE COUNTY, NORTH BATTLEFORD, AQUALITY, ALBERTA BILINGUAL MUNICIPALITIES ASSOCIATION, ASSOCIATION BILINGUE DES MUNICIPALITÉS DE L'ALBERTA, PADDLE CANADA, PAGAIE CANADA, STRATHCONA COUNTY, UAPS, RIVER VALLEY ALLIANCE, FORT EDMONTON PARK, LEDUC COUNTY, NSWA

*Voyageur Canoe on the NSR near Smoky Lake. Courtesy of the Government of Alberta, Victoria Settlement Provincial Historic Site

14

14




Canadian Heritage Rivers System Réseau des rivières du patrimoine canadien бәҫҫ Ҹӳд/ҫӳбӳмӳ дӳҫӳ

Looking ahead - what's next?

If this Nomination is endorsed by the Canadian Heritage Rivers Board and then each of the Ministers, more work lays ahead!



^Voyageur Canoe on the NSR near Smoky Lake. Courtesy of the Government of Alberta, Victoria Settlement Provincial Historic Site

15

15



Thank you & Questions



Canadian Heritage Rivers System Réseau des rivières du patrimoine canadien бәҫҫ Ҹӳд/ҫӳбӳмӳ дӳҫӳ

NORTH SASKATCHEWAN RIVER IN ALBERTA



Kyle Schole, Planning Technician
cell: 780-650-2059 / office: 780-656-3730
email: kschole@smokylakecounty.ab.ca

Jordan Ruegg, Planning Manager
cell: 780-650-5207 / office: 780-656-3730
email: jruegg@smokylakecounty.ab.ca



16

16

11/24/21, 2:09 PM

RE: NSR Heritage River Nomination - Final Submission - Kyle Schole

Item 4.14 - Attachment 4 - Page 1 of 1

RE: NSR Heritage River Nomination - Final Submission

[REDACTED]@gov.ab.ca>

Wed 2021-11-24 12:43 PM

To: Kyle Schole <kschole@smokylakecounty.ab.ca>; Jordan Ruegg <jruegg@smokylakecounty.ab.ca>;

Cc: [REDACTED]@gov.ab.ca>;

Hi Kyle and Jordan, well done on your presentation and submission. I am very excited to let you know that the CHRS board approved the nomination. Next step is for us to brief our Minister and seek endorsement of the nomination, after that it will go to the Federal Minister for final endorsement.
More to come!

[REDACTED]
Director, Air and Watershed Resource Management
Airshed and Watershed Stewardship Branch
Alberta Environment and Parks

4919-51 Street Provincial Building
Rocky Mountain House, AB

Office [REDACTED]

Cell (4 [REDACTED])



September 7th, 2021

**Re: Invitation for Expressions of Interest - North Saskatchewan Heritage River Initiative;
Facilitation of a Canadian Heritage Rivers System (CHRS) Management Plan**

Good afternoon,

Smoky Lake County has undertaken a collaborative initiative to see 718 kilometers of the North Saskatchewan River across Alberta (from the Banff National Park boundary to the border with the Province of Saskatchewan) designated as a Canadian Heritage River under the [Canadian Heritage Rivers System \(CHRS\)](#). This honorary designation celebrates the cultural, natural, and recreational values of exceptional Canadian rivers from coast-to-coast-to-coast. Specifically, we have commenced this project in-part, to:

- Heighten pride, stewardship, education, awareness, and placemaking.
- Strengthen and improved relations with Indigenous communities.
- Support tourism recovery and development across the province.

Already, we have secured support from 15 river-adjacent municipalities, the Metis Nation of Alberta (MNA), the Confederacy of Treaty 6 First Nations, the River Valley Alliance (RVA), North Saskatchewan Watershed Alliance (NSWA), Explore Edmonton, Fort Edmonton, Paddle Alberta, Travel Alberta, Indigenous Tourism Alberta, and EPCOR Ltd., among others.



The designation is designed to support and generate awareness, conversation, collaboration, and education among river partners, residents, and users to the cultural, natural, and recreational values of the North Saskatchewan River. It is strictly commemorative in nature,

meaning it does not change any jurisdiction, ownership, or traditional rights existing on the river today nor does it add any additional regulatory or approvals by other authorities for applications along the river.

This initiative is also timely, especially considering other work being undertaken by other organizations and communities along the river, such as:

- Province of Alberta North Saskatchewan Surface Water Quality Framework
- Explore Edmonton 10-year Tourism Master Plan (*Including Strategy 3*)
- Smoky Lake County, Strathcona County, and Parkland County Tourism Strategies
- EPCOR WaterSHED Monitoring Program
- Travel Alberta Bootstrap Recovery Strategy (2021-2024) and Indigenous Tourism Alberta
- City of Edmonton
 - o Touch the Water Promenade Project
 - o River Valley Planning Modernization Project (2021-2022)

The next step in the process is to prepare a non-statutory Management Plan. To that end, **we are inviting Expressions of Interest** with a budget ceiling of around \$35k to assist in facilitating said Management Plan. Expressions of interest are welcome **prior to September 28th, 2021**.

Key tasks under this project include:

- 1) Collaborate with Smoky Lake County as the Project Lead to prepare and draft a Heritage River Management Plan.
- 2) Facilitate workshops among stakeholders, the public, and the Management Planning Committee described generally in the attached Terms of Reference (TOR).
- 3) Design a concurrent public participation plan, as well as an Indigenous engagement plan.
- 4) Complete a high-level culture and recreation guidelines and needs assessment. This may include, for example, noting a need for and describing an Interpretive Plan.

Note: As the Initiative Lead, Smoky Lake County will support the completion of the Management Plan, and assistance is not required to complete a legislative review.

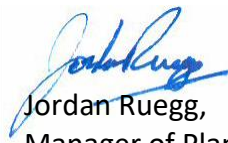
To familiarize yourself with the CHRS Program and with this initiative, it would be appropriate and beneficial to review:

1. **Draft North Sask. Heritage River Management Planning Committee Terms of Reference:** (enclosed)

Note: *You are also invited to critique, comment, or propose process changes.*

2. Alberta Heritage Rivers Framework (1996): ([web link](#))
3. CHRS Program Guidelines: ([web link](#))
 - Schedule 3: Designation Documents: Requirements & Suggested Content (pg. 75)
 - Schedule 4: Illustrative Heritage Strategy Table of Contents (pg. 82)
 - Schedule 5: CHRS Designation Document Review Template (pg. 84)
4. Example CHRS Management Plans
 - Ottawa River (2017) ([web link](#)) and
 - Clearwater River (2003) ([web link](#))
5. CHRS Strategic Plan 2020-2030: ([web link](#))

You are encouraged to contact the Smoky Lake County Project Lead Kyle Schole at 780-650-2059 or kschole@smokylakecounty.ab.ca if you have any questions.



Jordan Ruegg,
Manager of Planning & Development,
Smoky Lake County

Encl.: Draft Terms of Reference

cc: Kyle Schole, Planning, Development & Heritage Assistant

*ᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan) / Озеро Димних (Ozero Dymnykh) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation*



REQUEST FOR DECISION

DATE

December 16, 2021**4.15**

TOPIC

Alberta Community Partnership Grant Application (Ortho Photos)

PROPOSAL

BACKGROUND:

- Smoky Lake County's last update to there Ortho Photos was in 2020 for a cost off **\$75,920.00 for Acquisition, production and delivery of 25cm imagery** of rural properties and \$22,935.00 for Acquisition, production and delivery of 7.5cm imagery of Hamlets and subdivisions and would like to keep them on a rotation of capture every 3-4 years.
- With Cuts to the budget Smoky Lake County inquired with Tarin Resources ways to minimize (reduce) costs of obtaining Ortho Photos over the next 3 years.
 - Collaborating with surrounding municipalities would minimize (reduce) costs.
 - Smoky Lake County inquired with the following surrounding municipalities interested in Obtaining Ortho Photos in the next 3 years.
 - The outcome was that County of St. Paul last obtained the Ortho's in 2018, no dates were given for the County of Two Hills and the County of Lamont, although all 3 surrounding municipalities were looking into doing an update in 2022.
 - Tarin Resources provided the following project cost for the 4-county consortium:

▪ Lamont County	\$44,500.00
▪ Smoky Lake County 25cm imagery	\$59,500.00 (reduced cost of \$16,420.00)
▪ St. Paul County	\$58,000.00
▪ <u>Two Hills County</u>	<u>\$49,000.00</u>
	Total \$211,000.00
 - Leaving \$11,000.00 to be split which hasn't been determined yet, maximum amount of \$5,500.00
 - This does not include the delivery of 7.5cm imagery of Hamlets and subdivisions.

PROPOSAL:

- The Province of Alberta has once again announced the Alberta Community Partnership (ACP) Grant Program. This program supports municipalities on building capacity as well as for regional collaboration opportunities. The deadline for applications for 2021/2022 is January 5, 2022.
 - As such the Region's CAO's have been working to determine joint opportunities that could be applied for. Each municipality can only manage one project. The projects must include 2 or more municipalities.
 - That the County of Smoky Lake jointly apply for an Alberta Community Partnership Grant with the County of St. Paul, County of Two Hill and Lamont County to update our Ortho Photos for all four municipalities. Further that the County of Two Hills be the managing partner on this project.

PURPOSE: To minimize (reduce) costs of obtaining Ortho Photos over the next 3 years.**SUPPORTING DOCUMENTS:**

- November 9th, 2021 Lamont County council approved to jointly apply with the County of St. Paul, County of Two Hill and Smoky Lake County.
- November 9th, 2021 St. Paul council approved that the County of St. Paul jointly apply for an Alberta Community Partnership Grant with the County of Two Hills, Smoky Lake County and Lamont County to update there Ortho Photos for all four municipalities. Further that the County of Two Hills be the managing partner on this project.
- November 17th, 2021 Council of the County of Two Hills resolved that the County of Two Hills collaborate with the County of St. Paul, Lamont County and Smoky Lake County for orthophotography in application to the Alberta Community Partnership (ACP) Grant, having the County of Two Hills be managing partner.

CORRELATION TO BUSINESS (STRATEGIC) PLAN	
N/A	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Municipal Government Act: Intermunicipal Collaboration Framework.
BENEFITS	<ul style="list-style-type: none"> • Strengthen intermunicipal relationships. • Expand the GIS data available for the region. • Create a data resource to aid in long term planning. • Reduced cost for all municipalities.
DISADVANTAGES	unbudgeted cost if successful with the Alberta Community Partnership (ACP) Grant Program.
ALTERNATIVES	Take no action
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: \$ _____	Source of Funds: _____
Budgeted Costs: \$ _____	Unbudgeted Costs: \$ 5,500.00 _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Intermunicipal Collaboration Framework (ICF).
COMMUNICATION STRATEGY	Email Communication.
RECOMMENDATION	
<p>That Smoky Lake County in partnership with the County of St. Paul, County of Two Hills and Lamont County participate in the application of the 2021-2022 Alberta Community Partnership (ACP) Grant under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$211,000.00; and approve the County of Two Hills to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.</p>	
CHIEF ADMINISTRATIVE OFFICER	



REQUEST FOR DECISION		DATE	December 16, 2021	4.16
TOPIC	2022 –Budget			
PROPOSAL	<p>Attached is the proposed 2022 municipal budget.</p> <p>The budget summary includes the operational budget, the five year road plan, and the capital budget.</p> <p> Ⓞ4.16a is a detailed listing of the expense codes by department. Ⓞ4.16b is the 5 year road plan Ⓞ4.16c is the 5 year Capital budget These three documents combine to create the overall budget summary Ⓞ4.16d is the 5 year Capital budget </p> <p>The initial budget presented in October had a deficit of \$3.9 million. Council and administration agreed to changes to arrive at a balanced budget. The revised proposal was presented to Council on November 19, 2021. The budget was then presented to the public at a virtual meeting held on December 7, 2021. There were a few questions, but no concerns were raised. The budget document and presentation have been posted on the County website. As discussed, the following changes were made to arrive at an overall balanced budget without increasing the municipal tax rate.</p> <p>Smoky Lake County must approve an interim budget prior to January 1, 2022 as per the Municipal Government Act. The interim budget will be used to ensure that county management and staff can continue operations until a final budget is approved in April.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
n/a				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<p>MGA Sect 242 2(1) <i>Each council must adopt an operating budget for each calendar year. (2) A council may adopt an interim operating budget for part of a calendar year. (3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.</i></p> <p>Sect 245 <i>Each council must adopt a capital budget for each calendar year.</i></p>		
BENEFITS	<ul style="list-style-type: none"> • Management and staff will be able to proceed with services • The budget reflects the same level of services offered in 2021 • It maximizes the use of grant revenues and the projected 2021 surplus • Expenses have been reviewed by line item and where possible, savings and cuts in spending were identified. • Currently we are forecasting a \$0 increase in the tax rate. 			

DISADVANTAGES	<ul style="list-style-type: none"> Using reserves and not replenishing them is not sustainable in the long term. If this solution is used regularly no savings (reserves) will be left. Budget numbers are estimates only
ALTERNATIVES	<ul style="list-style-type: none"> Make further changes to the budget
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: Capital/Road/Bridge Project Costs: Source of Funds:	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Amendments discussed will be incorporated into an updated budget for council approval.
RECOMMENDATION	
<p>Recommendation #1 That Smoky Lake County Council approve the year – 2022 Interim Municipal Budget, with revenue in the amount of \$19,908,569 and total Expenditures in the amount of \$19,908,569 not including amortization in the amount of \$2,026.800</p> <p>Recommendation #2 That Smoky Lake County Council approve the 2022-2026 Interim Five Year Capital Project Budget of expenditures as follows:</p> <p>2022 – 5,582,611 2023 – 10,487,913 2024 – 7,518,588 2025 – 6,317,293 2026 – 5,977,434</p> <p>Recommendation #3 That Smoky Lake County Council approve the amendment to Policy Statement NO 3-18:2022-2026 Five Year Road Plan</p>	



REQUEST FOR DECISION		DATE	December 16, 2021	4.16
TOPIC	2022 –Budget			
PROPOSAL	<p>Attached is the proposed 2022 municipal budget.</p> <p>The budget summary includes the operational budget, the five year road plan, and the capital budget.</p> <p> ©4.16a is a detailed listing of the expense codes by department. ©4.16b is the 5 year road plan ©4.16c is the 5 year Capital budget These three documents combine to create the overall budget summary ©4.16d is the 5 year Capital budget </p> <p>The initial budget presented in October had a deficit of \$3.9 million. Council and administration agreed to changes to arrive at a balanced budget. The revised proposal was presented to Council on November 19, 2021. The budget was then presented to the public at a virtual meeting held on December 7, 2021. There were a few questions, but no concerns were raised. The budget document and presentation have been posted on the County website. As discussed, the following changes were made to arrive at an overall balanced budget without increasing the municipal tax rate.</p> <p>Smoky Lake County must approve an interim budget prior to January 1, 2022 as per the Municipal Government Act. The interim budget will be used to ensure that county management and staff can continue operations until a final budget is approved in April.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
n/a				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<p>MGA Sect 242 2(1) <i>Each council must adopt an operating budget for each calendar year. (2) A council may adopt an interim operating budget for part of a calendar year. (3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.</i></p> <p>Sect 245 <i>Each council must adopt a capital budget for each calendar year.</i></p>		
BENEFITS	<ul style="list-style-type: none"> • Management and staff will be able to proceed with services • The budget reflects the same level of services offered in 2021 • It maximizes the use of grant revenues and the projected 2021 surplus • Expenses have been reviewed by line item and where possible, savings and cuts in spending were identified. • Currently we are forecasting a \$0 increase in the tax rate. 			

DISADVANTAGES	<ul style="list-style-type: none"> Using reserves and not replenishing them is not sustainable in the long term. If this solution is used regularly no savings (reserves) will be left . Budget numbers are estimates only
ALTERNATIVES	<ul style="list-style-type: none"> Make further changes to the budget
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: Capital/Road/Bridge Project Costs: Source of Funds:	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Amendments discussed will be incorporated into an updated budget for council approval.
RECOMMENDATION	
<p>Recommendation #1 That Smoky Lake County Council approve the year – 2022 Interim Municipal Budget, with revenue in the amount of \$19,908,569 and total Expenditures in the amount of \$19,908,569 not including amortization in the amount of \$2,026.800</p> <p>Recommendation #2 That Smoky Lake County Council approve the 2022-2026 Interim Five Year Capital Project Budget of expenditures as follows: 2022 – 5,582,611 2023 – 10,487,913 2024 – 7,518,588 2025 – 6,317,293 2026 – 5,977,434</p> <p>Recommendation #3 That Smoky Lake County Council approve the amendment to Policy Statement NO 3-18:2022-2026 Five Year Road Plan</p>	

**Smoky Lake County
2022 Budget**

		2022 PROPOSED BUDGET	2021 PASSED BUDGET	Increase (Decrease)	Notes
REVENUE					
Taxes	Farmland & Residential	3,847,574	3,695,180	4.1%	
	Machinery & Equipment	1,082,114	1,088,485	-0.6%	
	Non- Residential	946,923	949,892	-0.3%	(1)
	Linear	6,289,094	6,289,094	0.0%	
	Provincial Government	66,395	66,395	0.0%	
	Aggregate Tax Lev	200,000	200,000	0.0%	(2)
	Sewer Lev	9,040	9,040	0.0%	
Other Income	Well Drilling/ drill Rigs	5,500	5,305	3.7%	
	Penalties	80,000	74,095	8.0%	
	User Fees and Sales of Goods	888,653	940,563	-5.5%	(3)
	Investment Income	205,100	285,100	-28.1%	(4)
	Development Levies	32,000	32,000	0.0%	
	Licenses and Permits	30,000	30,000	0.0%	
	Sales to Other Governments	118,400	105,344	12.4%	
Grants	Provincial Conditional - Operating	590,215	498,433	18.4%	(5)
	CLC	125,700	125,700	0.0%	
	Transfer from Reserves for Operations	1,355,000	1,809,000	-25.1%	(6)
TOTAL REVENUE		15,871,708	16,203,626	-2.0%	
EXPENSE					
Salaries, wages and benefits					
	Salaries	5,795,465	5,783,578	0%	(7)
	Benefits	1,298,984	1,125,075	15%	
	WCB	80,000	75,000	7%	(8)
	ELECTION FEES	0	18,900	-100%	
Contracted and general services					
	MILEAGE	53,855	52,264	3%	
	MEALS & LODGINGS	97,870	98,655	-1%	
	INDIV MEMBERSHIP & CONF FEES	62,715	59,000	6%	(9)
	FREIGHT, EXPRESS, POSTAGE	40,060	35,910	12%	
	TELEPHONE, COMMUNICATION	90,512	65,808	38%	
	TRAINING	117,500	122,840	-4%	
	ADVERTISING, PRINTING, SUBSC	108,500	113,048	-4%	(10)
	ACCOUNTING & AUDITING	31,000	28,560	9%	
	LEGAL FEES	31,000	16,300	90%	(11)
	ASSESSOR FEES	140,000	139,000	1%	
	ENGINEERING	207,970	110,000	89%	
	OTHER CONSULTING	437,360	97,947	347%	(12)
	COMPUTERS-PROGRAMMING	148,390	152,731	-3%	(13)
	INSURANCE	221,665	221,687	0%	(14)
	MISC SERVICES	1,612,202	1,098,507	47%	(15)
Materials, goods and utilites					
	OFFICE/FOOD/JANITORIAL SUPPLIE	95,323	92,528	3%	(16)
	FUEL/PARTS/ETC	2,225,575	1,760,816	26%	(17)
	GRAVEL	175,000	818,759	-79%	(18)
	CHEMICALS	50,500	80,400	-37%	(19)
	COMPUTER SUPPLIES	57,444	61,186	-6%	(13)
	UTILITIES	177,726	171,879	3%	
	EMPLOYEE RECOGNITION	25,000	24,120	4%	(21)
	OTHER GENERAL SUPPLIES	197,854	167,487	18%	(22)
	Transfers to local boards and agencies	1,481,555	1,493,138	-1%	(23)
	Bank charges and short term interest	5,950	6,150	-3%	
	Transfers to reserve	227,000	227,000	0%	(24)
	Requisitions	2,478,885	2,480,315	0%	
	contingency	284	35,288	-99%	(25)

**Smoky Lake County
2022 Budget**

	2022 PROPOSED BUDGET	2021 PASSED BUDGET	Increase (Decrease)	Notes
Ammortization	2,026,800	2,059,800	-2%	
TOTAL EXPENSE	19,799,944	18,893,676	5%	
TOTAL OPERATIONS	-3,928,236	-2,690,050		
Add back ammortization	2,026,800	2,059,800		
TOTAL OPERATIONS	-1,901,436	-630,250		
CAPTIAL REVENUI				
SALE OF CAPITAL ASSETS	222,000	240,000		(26)
Provincial Conditional - Capital	2,990,861	3,168,250	-6%	(27)
TRANSFER FROM CAPITAL RESERVE	824,000	1,262,713	-35%	(28)
CAPITAL FUNDING	4,036,861	4,670,963		
CAPTIAL EXPENSES				
BUILDINGS/LAND	41,025	1,138,000		
RESERVES	262,000	0		(29)
LAND IMPROVEMENTS	578,000	151,213		
ENGINEERING STRUCTURES	26,000	659,000		
EQUIPMENT	1,015,400	1,722,500		
VEHICLES	213,000	370,000		
TOTAL CAPITAL EXPENSES	2,135,425	4,040,713	196%	
TOTAL CAPITAL	1,901,436	630,250		(30)
NET Cash Deficit	0	0		

**Smoky Lake County
Notes to the 2022 Budget**

1) Taxes

The budget is currently based on no change in tax rate and a 5% increase in the residential assessment

Total Taxes billed in 2022	12,232,100
Total Taxes billed in 2021	12,089,046
	143,054

2) Aggregate Tax Levy

Annually we estimate a minimum of \$200,000 which is transferred to reserves for future haul road projects

3) User Fees and Sales of Goods

There has been a decreasing trend in transportation user fees (gravel sales, custom work, etc.), as well as . As a result, the budgeted user fees will be lower by approximately \$50,000.

4) Investment Income

Interest is earned on funds in ATB. As we continue to use reserves to balance the budget, our cash balance declines. This along with very low interest rates has resulted in a further decrease in interest revenue.

5) Provincial Conditional - Operating

	2021	2022
Agriculture Services	\$ 138,907	\$ 138,907
Family and Community Social Services	\$ 93,308	\$ 93,308
Municipal Sustainability Operating	\$ 95,000	\$ 95,000
Municipal Operational Support	\$ 163,218	\$ -
Summer Employment Grants	\$ 3,000	\$ 3,000
North Saskatchewan Heritage River	\$ 5,000	\$ -
Remainder of ACP grant for Fire Study		\$ 60,000
ACP Grant for Planning		\$ 200,000
Community Adult Learning	\$ 125,700	\$ 125,700
	\$ 624,133	\$ 715,915

6) Transfer from Operating Reserves

be funds to carry forward for 2022. \$600,000 will be transferred from reserves to fund the investment in the Smoky Lake Tourism Project plus \$35,000 previously committed for Startup expenses. \$445,000 will be used to meet the commitment to contribute to the new school build. \$75,000 will be transferred from the RCDC reserve for 2022 operations

7) Salaries and Wages

The budgeted Cost of Living increase for 2021 is:

IOE 955	0 (as per the 2021-2022 contract)
CUPE/Non Union staff and managers	0 (will need to be updated based on negotiations)
Council	-5%

The budget includes incremental increases where applicable.

Staffing Highlights:

Public Works

Shop clerk succession plan - includes full time Clerk in anticipation of a spring retirement

A part time mechanic position has been proposed to allow the new Shop Foreman more time to deal with administrative matters (Fleet maintenance planning, reporting, etc.)

Fire

A part time clerk position has been proposed for fire services.

Bylaw

Bylaw is under contract for 6 months. The budget proposes an employee position at the end of this term.

Planning

The current Development Clerk position will be increased to a Planning Technician

ASB

Motion 1073-21 establishing a fulltime Animal Control Technical position for a 1 year trial
The budget for mowers has been increased to 27 weeks to allow time for the operators to go back to areas of high growth a second time.

Parks

The second budgeted labourer position has been moved to part time during the winter months.

8) Benefits

2022 benefits reflect inflation increases and increases associated with salary increases

LAPP contribution rates decrease by approx. 1%

The IOE 955 contract provides employees with the same benefit package as the CUPE contract. This has resulted in a substantial increase in benefit costs

9) Mileage, Meals and Lodging, Membership Fees, Freight, Express, Postage, Telephone, Training

Administration is proposing to change internet service to fibre. This will increase the cost by approximately \$25,000 per year. It will provide a more reliable internet service that can accommodate the increasing need for bandwidth. The budget for conferences and training for County departments has been kept the same to ensure funds are available when in person conferences resume

10) Advertising

Advertising costs continue to increase. This budget includes the large grapevine add as well as advertising required for the legislated plans, and the election

Advertising includes ASB extension work (LARA).

11) Auditing/ Legal/Assessor/Engineering Fees

Legal fees have been increased to reflect the increasing need for legal consultation

Engineering fees have been increased for bridge work which is funded through grants

12) Other Consulting

There are several projects planned for 2022 that will require consultants:

- \$30,000 for an updated strategic plan
- \$25,000 for contracted bylaw services for the first quarter
- \$60,000 for the Regional Fire study funded through ACP grant
- \$200,000 for regional development standards to be funded through ACP grant
- \$25,000 for recreation leases etc.

13) Computer - Software and hardware

This includes all the computer licensing, purchases, toner and office equipment repairs and maintenance. A proposal to change insurance software in 2021 and 2022 is included in the capital budget but will not affect operations until 2023

14) Insurance

Thus far, no substantial changes in insurance are expected.

15) Misc. Services

Misc. Services includes Equipment/Building Rentals, All outsourced repairs and maintenance

(equipment/building/vehicle), license and permits, and contractor work. R

Bridge contract work is budgeted at \$1,003,611. This is funded through grants.

It also includes the policing levy which will increase by \$31,000

2020	\$63,702	2023	\$191,242
2021	\$95,621	2024	\$191,242
2022	\$127,404		

16) Office/Food/Janitor Supplies

Management has reviewed these costs and has committed to keeping costs the same in spite of inflation.

17) Fuel/Parts/Etc.

Parts will increase as repairs on older vehicles and equipment increase.

The increase in the road plan results in an increase of asphalt, oil, dust control, and paving (RR 181)

18) Gravel

No gravel will be purchased or crushed in 2022. Current inventory will be used.

19) Chemicals

There is an abundance of left over chemical inventory in 2021 therefore less will need to be purchased in 2022

20) Utilities

Electricity has increased and the carbon levy increases the cost of natural gas

21) Employee Recognition

The budget for County employee recognition includes recognition for Fire Department Volunteers, a Christmas celebration, and long term service awards.

22) Other General Supplies

Other General Supplies includes the purchase of water, supplies for the fire departments, along with small misc. supplies required. As sales volumes continue to increase, volumes purchased increases. Other supply budgets have been increased to reflect inflation and increased fire needs

23) Transfers to local boards and agencies

we have some substantial projects that Smoky Lake County that will be carried forward from 2021 along with the regular annual contributions for grants to organizations, fire protections costs paid to the fire departments, Community Learning Council, Aspenview Family School Liaison, Agricultural Societies, and the annual cost to Evergreen Waste Commission

Projects:

- Heritage Board annual contribution \$13,000
- Contribution to HAK \$445,000 (funded from reserves)
- Contribution to Victoria District Economic Development Corp \$600,000 (funded from reserves)
- The budget for grants to individuals and organizations remains at \$29,000
- The budget for grants to the three Agricultural Societies remains at \$95,000

24) Transfer to Reserves From Operations

	2021	2022
Aggregate Business Tax	\$ 200,000	\$ 200,000
Connectivity	\$ -	
Gravel Royalties	\$ 27,000	\$ 27,270
	<u>\$ 227,000</u>	<u>\$ 227,270</u>

25) Contingency

The proposed budget for contingency is \$0

26) Sale of Capital Assets

	2021	2022
Unit 198 (Truck)	\$30,000	
Ag Tractor	\$35,000	
Gravel trailer	\$7,500	
Unit 633 (tractor)	\$20,000	
Dump trailer	\$1,000	
3 pickup trucks	\$16,500	\$ 82,000.00
Patcher box		\$ 20,000.00
1 Grader	\$130,000	\$ 120,000.00
	<u>\$240,000</u>	<u>\$ 222,000</u>

27) Provincial Capital Grants

	2021	2022
MSI Capital	\$ 2,146,250	\$ 1,027,250
STIP Bridge Program	\$ 330,495	\$ 664,400
Federal Gas Tax Grant	\$ 676,505	\$ 539,211
Alberta Transportation	\$ 50,000	\$ 260,000
Community Initiatives		\$ 500,000 (applied for)
	<u>\$ 3,203,250</u>	<u>\$ 2,990,861</u>

28) Transfers from Capital Reserves

	2021	2022
Previous years projects	\$ 20,000	\$ 58,000
Aggregate Levy - Road Repai	\$ 165,000	\$ 165,000
Road projects	\$ 121,213	\$ 225,000
Rebuild Cat	\$ -	\$ 350,000
Planned transfers for capital	\$ 956,500	
	<u>\$ 1,262,713</u>	<u>\$ 798,000</u>

29) Transfers to Reserves

	2021	2022
5 Year Capital Plan	\$ -	-\$ 1,894,400
Road Plan	\$ -	
	<u>\$ -</u>	<u>-\$ 1,894,400</u>

30) Capital and Road Plan

The capital and road plan budgets are provided in detail through Requests for Decisions

4.16a

By Fund, Function, Location

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
Fund: 1 MUNICIPAL						
8 Function 10 GENERAL:						
9 1-1-111-10-00-00-00	TAXES - RESIDENTIAL & FARMLAND	-2,581,680.53	-2,586,790.94	-2,784,324.00	-2,781,771.29	-2,920,860.00
10 1-1-112-10-00-00-00	TAXES - NON RESIDENTIAL	-879,058.47	-1,004,719.47	-949,892.00	-946,923.00	-946,923.00
11 1-1-113-10-00-00-00	MACHINERY & EQUIPMENT	-1,241,523.02	-1,232,012.09	-1,088,485.00	-1,082,113.70	-1,082,114.00
12 1-1-114-10-00-00-00	TAXES - FARMLAND	-907,415.15	-910,587.60	-910,856.00	-910,891.84	-910,892.00
13 1-1-114-10-00-00-01	TAXES - MINIMUM TAX LEVY	-16,951.54	-17,296.71	0.00	-15,821.78	-15,822.00
14 1-1-121-10-00-00-00	DRILL RIGS	-3,250.00	-2,610.00	-5,305.00	-5,810.00	-5,500.00
15 1-1-191-10-00-00-00	TAXES - ELECTRIC POWER LINE	-754,664.84	-861,521.52	-881,826.00	-881,826.02	-881,826.00
16 1-1-192-10-00-00-00	TAXES - PIPELINE	-5,592,670.94	-5,430,323.79	-5,313,857.00	-5,313,856.88	-5,313,857.00
17 1-1-193-10-00-00-00	TAXES - TELEPHONE LINE	-96,893.57	-90,433.58	-93,411.00	-93,410.75	-93,411.00
18 1-1-245-10-00-00-00	PROV EXEMPT-SFC	-10,089.69	-10,133.34	-10,700.00	-10,241.26	-10,241.00
19 1-1-246-10-00-00-00	PROV AGENCIES INCL SFC	0.00	33,169.00	0.00	0.00	0.00
20 1-1-247-10-00-00-00	PROV PINE RIDGE FOREST NURSERY	-56,502.71	-56,204.38	-55,695.00	-56,153.56	-56,154.00
21 1-1-511-10-00-00-01	PENALTIES - ARREARS TAXES	-165,371.59	-209,673.02	-32,480.00	-145,475.95	-35,000.00
22 1-1-511-10-00-00-02	PENALTIES - CURRENT TAXES	-51,658.06	-22,816.97	-41,615.00	322.50	-45,000.00
23 1-1-513-10-00-00-00	PROPERTY-TAX COSTS	-400.00	-700.00	0.00	0.00	0.00
24 1-1-951-10-00-00-00	TAXES - GRAVEL AGREGATE	-593,496.26	-210,035.81	-200,000.00	-37,850.00	-200,000.00
25	Function 10 GENERAL:	-12,951,626.37	-12,612,690.22	-12,368,446.00	-12,281,823.53	-12,517,606.00 1.21%
26 Function: 12 ADMINISTRATION						
27 1-1-351-12-00-00-01	SALES TO OTHER GOVERNMENTS	-78,000.00	-66,000.00	-78,000.00	-52,000.00	-78,000.00
28 1-1-355-12-00-12-00	REIMBURSEMENT	493.89	0.00	0.00	0.00	0.00
29 1-1-355-12-00-00-00	ADMIN REIMBURSEMENT	-14,427.50	0.00	0.00	-290.97	-10,713.00
30 1-1-416-12-00-00-01	TAX CERTIF & SEARCH FEES	-7,133.19	-5,293.19	-5,000.00	-5,292.00	-5,000.00
31 1-1-416-12-00-00-02	MAPS	-1,392.23	-2,522.96	-1,500.00	-2,467.77	-2,000.00
32 1-1-416-12-00-00-03	PHOTO COPYING & FAXING	-603.69	-453.52	-500.00	-465.00	-500.00
33 1-1-431-12-00-00-00	SALES OTHER - ADMIN	-30,020.74	-37,502.58	-39,780.00	-67,380.46	-39,780.00
34 1-1-481-12-00-00-00	INTEREST SERVICE CHARGES	-7,895.75	-9,124.81	-5,100.00	-6,748.43	-5,100.00
35 1-1-551-12-00-00-00	INTEREST-INVESTMENTS	-334,021.79	-215,357.59	-280,000.00	-92,909.41	-200,000.00
36 1-1-552-12-00-00-00	COMPUTER INTEREST	-9.05	0.00	0.00	0.00	0.00
37 1-1-556-12-00-00-00	DIVIDENDS	-13,156.58	-1,622,480.00	0.00	0.00	0.00
38 1-1-564-12-00-00-00	RENTALS - LAND, LEASES	-6,936.40	-9,585.30	-7,650.00	-7,506.80	-9,000.00
39 1-1-592-12-00-00-00	INSURANCE	-87,218.13	-79,568.43	-79,560.00	1,646.54	-79,560.00
40 1-1-691-12-00-00-00	GAIN/LOSS ON SALE OF ASSETS	0.00	12,464.23	0.00	-705.00	0.00
41 1-1-732-12-00-00-00	PROV - FINES & COSTS	-1,400.00	-870.00	0.00	-200.00	0.00
42 1-1-741-12-00-00-00	PROV MUNICIPAL ASSISTANCE	0.00	-125,195.00	0.00	-4,922.00	0.00
43 1-1-741-12-00-12-00	PROVINCIAL GRANT	-109,734.95	0.00	-125,700.00	0.00	0.00
44 1-1-831-12-00-00-00	FEDERAL INFRASTRUCTURE	-8,955.50	0.00	0.00	0.00	0.00
45 1-1-840-12-00-00-00	PROVINCIAL TRANSFERS	0.00	-90,979.18	0.00	0.00	0.00
46 1-1-840-12-00-12-00	FURTHER ED	-3,400.00	-114,475.75	0.00	-113,230.00	-125,700.00
47 1-1-842-12-00-00-00	MUNI GRANT	0.00	-53,393.60	-163,218.00	-53,393.60	0.00
48 1-1-920-12-00-00-00	RESERVE TRANSFER FR OPERATING	0.00	0.00	-650,000.00	0.00	-200,000.00
49 1-1-921-12-00-00-00	RESERVE TRANSFER - ADM	0.00	0.00	-600,000.00	0.00	-600,000.00
50	Function: 12	-703,811.61	-2,420,337.68	-2,036,008.00	-405,864.80	-1,395,353.00 -43.25%
51 Function: 19 INTER GOVERNMENT						
52 1-1-921-99-00-00-00	RESERVE TRANSFER	0.00	0.00	-445,000.00	0.00	-445,000.00
53 1-1-441-19-00-00-00	SALES OF PROMOTIONAL ITEMS	-1,758.65	-866.32	0.00	-641.17	0.00
54	Function: 19 INTER GOVERNMENT	-1,758.65	-866.32	-445,000.00	-641.17	-445,000.00 0.00%
55 Function: 23 FIRE PROTECTION						
56 1-1-417-23-00-00-01	FIRE FIGHTING CALLS	-58,007.50	58,007.50	0.00	0.00	0.00
57 1-1-417-23-00-00-02	RESCUE VAN SERVICES	-114,392.99	-206,807.00	-127,500.00	22,226.24	-140,000.00
58 1-1-431-23-00-00-00	SALE OF GOODS FIRE PROTECT	-550.00	0.00	0.00	-500.00	0.00
59 1-1-611-23-00-00-00	SALE OF CAPITAL ASSETS	0.00	-12,600.00	-5,000.00	0.00	0.00
60 1-1-840-23-00-00-00	GRANTS	0.00	0.00	0.00	0.00	-60,000.00
61 1-1-351-23-00-00-00	SALES TO OTHER GOVTS	-29,993.63	-22,389.40	-34,444.00	-7,098.18	-30,000.00

lower balance and interest rate

EXPECT 200,000 SURPLUS FOR 2021

TO FUND VICTORIA DISTRICT ECONOMIC DEV

TO FUND TRANSFER TO HAK

completion of ACP project

416a

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
62 Function: 23 FIRE PROTECTION	-202,944.12	-183,788.90	-166,944.00	14,628.06	-230,000.00	37.77%
63 Function: 24 DISASTER SERVICES						
64 1-1-452-24-00-00-00 EMERGENCY SERVICES REVENUE	-6,912.78	0.00	0.00	0.00	0.00	
65 1-1-840-24-00-00-00 PROVINCIAL TRANSFERS	-7,229.16	0.00	0.00	0.00	0.00	
66 Function: 24 DISASTER SERVICES	-14,141.94	0	0	0	0	
67 Function: 26 BYLAW						
68 1-1-531-26-00-00-00 FINES-GENERAL	-350.00	0.00	-525.00	0.00	-500.00	
69 Function: 23 FIRE PROTECTION	-28633.88	0	-525	0	-500	-4.76%
70 Function: 32 PUBLIC WORKS/TRANSPORTATION						
71 1-1-444-32-00-00-00 GRAVEL, SAND ETC.	-118,580.64	-106,932.28	-210,000.00	-90,294.04	-150,000.00	
72 1-1-445-32-00-00-00 MATERIALS, OTHER SALES	-22,819.45	-15,837.44	-27,000.00	-25,828.94	-27,000.00	
73 1-1-446-32-00-00-00 CHARGED TO OTHER COMPANIES	24,463.30	22,100.16	20,000.00	14,183.92	20,000.00	
74 1-1-452-32-00-00-00 SAFETY PROGRAM	424.04	-8,736.88	-10,000.00	0.00	-10,000.00	
75 1-1-470-32-00-00-01 CUSTOM WORK	-82,059.78	-101,091.47	-125,000.00	-34,404.49	-100,000.00	
76 1-1-520-32-00-00-00 LICENCES & PERMITS		0.00	0.00	-2,300.33	0.00	
77 1-1-563-32-00-00-00 RENTALS - MACHINERY & EQUIPMEN	0.00	0.00	-1,000.00	0.00	0.00	
78 1-1-941-32-00-00-00 ROAD HAUL AGREEMENT DEPOSIT	0.00	-6,250.00	0.00	-7,500.00	0.00	
79 1-1-972-32-00-00-00 OPERATOR ENGINEERS SICK PAY	-27,251.51	-31,857.38	0.00	383.84	0.00	
80 Function: 32 PUBLIC WORKS/TRANSPORTATION	-225,824	-248,605	-353,000	-145,760	-267,000	-24.36%
81 Function: 41 WATER						
82 1-1-415-41-00-00-00 WTP OPERATOR CONTRACT FEE	-49,372.28	-58,606.92	-40,000.00	-33,207.00	-50,000.00	
83 1-1-849-41-00-00-00 FEDERAL GAS TAX GRANT	-130,000.00	0.00	0.00	0.00	0.00	
84 1-1-401-41-20-02-00 SMOKY LAKE TRUCK FILL	-21,683.63	-25,324.71	-19,800.00	-21,963.17	-21,000.00	
85 1-1-401-41-30-02-00 WASKATENAU TRUCK FILL	-4,585.11	-2,188.75	-5,000.00	-1,279.17	-4,000.00	
86 1-1-401-41-40-00-00 WARSPITE WATER	-15,846.19	-14,180.07	-22,000.00	-10,426.90	-19,000.00	
87 1-1-403-41-40-00-00 WARSPITE WATER CAPITAL	-1,244.89	-1,130.44	-1,248.00	-829.55	-1,200.00	
88 1-1-404-41-40-00-00 WARSPITE WATER FIXED CHARGE	-17,381.82	-17,740.00	-17,800.00	-13,875.14	-17,800.00	
89 1-1-481-41-40-00-00 PENALTY	-72.99	-183.50	-300.00	-181.50	-200.00	
90 1-1-401-41-40-02-00 WARSPITE TRUCK FILL	-14,645.52	-7,764.92	-11,000.00	-11,400.57	-12,000.00	
91 1-1-401-41-50-02-00 SPEDDEN TRUCK FILL	-57,585.10	-72,192.86	-50,000.00	-56,899.29	-53,000.00	
92 1-1-401-41-60-02-00 BELLIS TRUCK FILL	-8,420.80	-7,041.30	-9,000.00	-3,458.28	-8,000.00	
93 Function: 41 WATER	-320,838	-206,353	-176,148	-153,521	-186,200	5.71%
94 Function: 42 SEWER						
95 1-1-401-42-40-00-00 WARSPITE SEWER	-12,614.01	-12,710.00	-13,000.00	-9,069.19	-11,000.00	
96 1-1-152-42-60-00-00 BELLIS SEWER (CONSTRUCTION)	-9,040.14	-9,040.14	-9,040.00	-9,040.14	-9,040.00	
97 Function: 42 SEWER	-21,654	-21,750	-22,040	-18,109	-22,040	0.00%
98 Function: 43 WASTE						
99 1-1-401-43-00-05-00 LANDFILL-GENERAL	-10,067.18	-4,057.37	0.00	0.00	0.00	
100 1-1-352-43-10-00-00 COLLECTION & DISPOSAL VILNA	-18,288.58	-19,312.94	-19,400.00	-11,334.80	-19,400.00	
101 1-1-352-43-30-00-00 COLLECTION & DISPOSAL WASK	-18,455.70	-10,800.30	-19,000.00	-7,006.50	-19,000.00	
102 1-1-401-43-20-05-00 LANDFILL-SMOKY LAKE	-9,261.54	-3,929.64	-10,000.00	-23,331.83	-10,000.00	
103 1-1-401-43-40-05-00 LANDFILL-WARSPITE	0.00	0.00	0.00	0.00	0.00	
104 1-1-401-43-50-05-00 LANDFILL - SPEDDEN	-1,470.00	-1,330.00	-3,000.00	-2,255.60	-3,000.00	
105 1-1-401-43-60-05-00 LANDFILL - BELLIS	-240.69	-60.00	-500.00	-20.00	-500.00	
106 Function: 43 WASTE	-57,784	-39,490	-51,900	-43,949	-51,900	0.00%
107 Function 51 FAMILY						
108 1-1-741-51-00-00-00 FCSS GRANT	-93,308.00	-93,308.00	-93,308.00	-62,200.00	-93,308.00	
109 Function 51 FAMILY AND COMMUNITY SOCIAL SERVICES:	-93,308	-93,308	-93,308	-62,200	-93,308	0.00%
110 Function: 61 PLANNING & DEVELOPMENT						
111 1-1-416-61-00-00-04 LAND USE BYLAW AMENDMENT FEE	0.00	0.00	0.00	-1,000.00	0.00	
112 1-1-523-61-00-00-00 SUBDIVISION FEES	-4,031.57	-600.00	-2,000.00	-2,400.00	-1,000.00	
113 1-1-525-61-00-00-00 INSPECTION FEES	-29,208.42	-79,462.91	-30,000.00	-25,035.03	-30,000.00	
114 1-1-526-61-00-00-00 DEVELOPMENT PERMIT	-49,818.10	-24,520.24	-30,000.00	-31,299.49	-30,000.00	
115 1-1-840-61-00-00-00 PROVINCIAL CONDITIONAL	-2,235.00	-573.00	-5,000.00	0.00	-200,000.00	ACP GRANT FOR REGIONAL PLANNING
116 1-1-925-61-00-00-00 RESERVE LAND INCOME	-2,640.00	0.00	0.00	-31.90	0.00	
117 Function: 61 PLANNING & DEVELOPMENT	-87,933	-105,156	-67,000	-59,766	-262,000	291.04%
118 Function: 62 AGRICULTURAL SERVICES						
119 1-1-447-62-00-00-00 OTHER REVENUE - ASB	-905.00	-385.29	-1,000.00	0.00	0.00	
121 1-1-611-62-00-00-00 SALE OF CAPITAL ASSETS	0.00	0.00	-35,000.00	0.00	0.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget		
123 1-1-741-62-00-00-00	PROVINCIAL OPERATING GRANT	-2,100.00	0.00	-123,907.21	-792.00	-123,907.00	
124 1-1-840-62-00-00-00	AGRICULTURAL SERVICES	-183,359.00	-123,907.21	0.00	-153,907.00		
125 1-1-741-62-00-65-00	PROVINCIAL OPERATING GRANT	0.00	0.00	-15,000.00	0.00	-15,000.00	
127 1-1-447-62-00-68-02	DYNAMITE, EXPLOSIVES	-2,145.00	-900.00	-500.00	0.00	-500.00	
128 1-1-471-62-00-68-01	BEAVER CONTROL	-399.00	-300.00	-500.00	-792.00	-500.00	
129	Function: 62 AGRICULTURAL SERVICES	-164,898	-125,493	-175,907	-155,491	-139,907	-20.47%
130	Function 65 ECONOMIC DEVELOPMENT:						
131 1-1-921-65-00-65-00	TRANSFER FROM RESERVE					-35,000.00	
132 1-1-355-65-00-63-00	VDED - OTHER REVENUE		-45,585.35	0.00	0.00	-35,000.00	
133 1-1-355-65-00-85-00	REDC - OTHER REVENUE	-28,994.17	-35,653.66	-32,500.00	0.00	-15,000.00	
136 1-1-921-65-00-85-00	RESERVE TRANSFER - EDC	0.00	0.00	0.00	0.00	-75,000.00	
137	Function 65 ECONOMIC DEVELOPMENT:	-28,994	-81,239	-32,500	0	-150,000	392.31%
138	Function: 72 PARKS & RECREATION						
140 1-1-412-72-65-00-00	MONS LAKE USER FEES	0.00	-990.00	-900.00	-1,840.00	-900.00	
141 1-1-412-72-00-60-00	BELLIS BEACH USER FEES	0.00	-4,005.00	-3,000.00	-3,105.00	-3,000.00	
142 1-1-741-72-00-00-00	PROVINCIAL OPERATING GRANT	-109,174.00	-107,881.00	-95,000.00	0.00	-95,000.00	
143 1-1-840-72-00-00-01	STEP	-5,849.97	-16,800.00	-3,000.00	0.00	-3,000.00	
145 1-1-412-72-00-25-00	HANMORE/ISLAND LAKES USER FEES	-21,955.36	-28,557.00	-39,000.00	-30,897.00	-39,000.00	
146	Function: 72 PARKS & RECREATION	-136,979	-158,233	-140,900	-35,842	-140,900	0.00%
147	TOTAL REVENUE	-15,012,495	-16,797,311	-16,129,101	-13,348,340	-15,871,708	-2.8358%
148	EXPENSE						
149	GENERAL						
150 1-2-762-10-00-00-00	CONTRIBUTION TO RESERVE	426,803.48	401,271.30	200,000.00	0.00	200,000.00	
151 1-2-899-10-00-00-00	TAXES CANCELLED	26,284.59	-143.00	3,000.00	103,509.81	3,000.00	
152	GENERAL	453,088	401,128	203,000	103,510	203,000	0.00%
153	Function: 11 LEGISLATIVE						
154	Location: 00 General						Council is reducing salary by 5%
155 1-2-117-11-00-00-00	SALARY - IT	10,699.66	11,021.28	11,280.00	8,366.49	11,490.00	
156 1-2-131-11-00-00-00	EMPLOYER CONTRIBUTIONS (ALL)	65,583.31	63,480.26	72,665.00	52,483.37	71,665.00	
157 1-2-254-11-00-00-00	REP/MAINT COMPUTER	0.00	174.29	0.00	0.00	0.00	
158 1-2-510-11-00-00-00	GENERAL SUPPLIES	1,387.22	688.86	3,000.00	1,063.13	3,000.00	
159 1-2-517-11-00-00-00	COMPUTER PURCH/SUPPLIES	190.96	125.00	6,000.00	0.00	6,000.00	
160	Location 00 General:	77,861.15	75,489.69	92,945.00	61,912.99	93,155.00	
161	Location: 01 DIVISION 1						
162 1-2-152-11-01-00-00	SALARY	67,266.90	67,912.80	67,913.00	50,934.60	67,913.00	
163 1-2-211-11-01-00-00	MILEAGE	3,744.77	2,819.15	5,000.00	1,897.24	5,000.00	
164 1-2-212-11-01-00-00	MEALS & LODGINGS	4,878.36	862.59	4,000.00	526.03	4,000.00	
165 1-2-214-11-01-00-00	INDIV MEMBERSHIP & CONF FEES	2,425.18	2,050.60	2,685.00	1,842.00	2,685.00	
166 1-2-217-11-01-00-00	TELEPHONE	1,500.00	1,475.00	1,000.00	973.61	1,000.00	
167 1-2-290-11-01-00-00	OTHER FEES	0.00	0.00	300.00	0.00	300.00	
168	Location 01 DIVISION 1:	79,815.21	75,120.14	80,898.00	56,173.48	80,898.00	
169	Location: 02 DIVISION 2						
170 1-2-152-11-02-00-00	SALARY	67,266.90	67,912.80	67,913.00	50,934.60	64,757.00	<i>Dominique suggests roll back of 15%</i>
171 1-2-211-11-02-00-00	MILEAGE	4,909.92	2,410.23	5,000.00	1,992.55	5,000.00	
172 1-2-212-11-02-00-00	MEALS & LODGINGS	7,417.53	1,752.28	4,000.00	489.84	4,000.00	
173 1-2-214-11-02-00-00	INDIV MEMBERSHIP & CONF FEES	2,842.68	1,373.93	3,435.00	1,892.02	3,435.00	
174 1-2-217-11-02-00-00	TELEPHONE	-176.82	-180.42	1,000.00	-139.75	1,000.00	
175 1-2-290-11-02-00-00	OTHER FEES	0.00	0.00	300.00	0.00	300.00	
176	Location 02 DIVISION 2:	82,260.21	73,268.82	81,648.00	55,169.26	78,492.00	
177	Location: 03 DIVISION 3						
178 1-2-152-11-03-00-00	SALARY	77,127.40	77,875.20	77,875.00	58,406.40	64,757.00	
179 1-2-211-11-03-00-00	MILEAGE	9,944.34	3,020.56	5,000.00	1,440.48	5,000.00	
180 1-2-212-11-03-00-00	MEALS & LODGINGS	11,698.73	1,514.98	4,710.00	778.31	4,710.00	
181 1-2-214-11-03-00-00	INDIV MEMBERSHIP & CONF FEES	3,759.64	1,373.93	4,000.00	1,842.02	4,000.00	
182 1-2-217-11-03-00-00	TELEPHONE	170.93	720.61	1,000.00	103.93	1,000.00	
183 1-2-290-11-03-00-00	OTHER FEES	0.00	0.00	300.00	0.00	300.00	
184	Location 03 DIVISION 3:	102,701.04	84,505.28	92,885.00	62,571.14	79,767.00	
185	Location: 04 DIVISION 4						
186 1-2-152-11-04-00-00	SALARY	67,266.90	67,912.80	67,913.00	50,934.60	74,221.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
187 1-2-211-11-04-00-00 MILEAGE	3,827.24	478.87	5,000.00	294.19	5,000.00	
188 1-2-212-11-04-00-00 MEALS & LODGINGS	7,549.13	1,026.12	3,000.00	716.57	3,000.00	
189 1-2-214-11-04-00-00 INDIV MEMBERSHIP & CONF FEES	3,371.61	1,415.60	1,810.00	1,842.02	1,810.00	
190 1-2-217-11-04-00-00 TELEPHONE	186.37	285.51	1,000.00	68.42	1,000.00	
191 1-2-290-11-04-00-00 OTHER FEES	0.00	0.00	300.00	0.00	300.00	
192 Location 04 DIVISION 4:	82,201.25	71,118.90	79,023.00	53,855.80	85,331.00	
193 Location: 05 DIVISION 5						
194 1-2-152-11-05-00-00 SALARY	70,554.50	71,234.40	71,234.00	53,425.80	64,757.00	
195 1-2-211-11-05-00-00 MILEAGE	5,157.69	2,157.74	5,000.00	1,679.33	5,000.00	
196 1-2-212-11-05-00-00 MEALS & LODGINGS	7,330.07	1,059.01	4,000.00	642.42	4,000.00	
197 1-2-214-11-05-00-00 INDIV MEMBERSHIP & CONF FEES	3,454.11	2,050.60	3,285.00	1,842.02	3,285.00	
198 1-2-217-11-05-00-00 TELEPHONE	-11.13	657.02	1,000.00	-22.49	1,000.00	
199 1-2-290-11-05-00-00 OTHER FEES	0.00	0.00	300.00	0.00	300.00	
200 Location 05 DIVISION 5:	86,485.24	77,158.77	84,819.00	57,567.08	78,342.00	
201 Location: 06 Location 06 description						
202 Function 11 LEGISLATIVE:	511,324.10	456,661.60	512,218.00	347,249.75	495,985.00	1.33%
203 Function: 12 ADMINISTRATION						
204 Location: 00 General						
205 1-2-110-12-00-00-00 SALARIES - COUNTY MANAGER	93,312.60	78,117.87	96,644.00	71,800.00	99,960.00	
206 1-2-111-12-00-00-00 MANAGER WAGES - ADMIN	160,286.55	172,207.09	162,883.00	122,162.13	164,512.00	
207 1-2-113-12-00-00-00 OFFICE STAFF (CLERICAL)	255,169.63	255,463.41	230,598.00	197,656.84	264,168.00	
208 1-2-115-12-00-00-00 JANITOR	33,412.35	31,585.45	31,411.00	23,278.91	30,955.00	
209 1-2-117-12-00-00-00 SALARY - IT	15,592.66	18,219.25	15,792.00	11,713.05	16,086.00	
211 1-2-131-12-00-00-00 EMPLOYER CONTRIBUTIONS (ALL)	120,199.04	106,500.71	125,285.00	98,730.05	132,407.00	
213 1-2-151-12-00-15-00 REGULAR MEETINGS	0.00	0.00	3,000.00	0.00	3,000.00	
214 1-2-211-12-00-00-00 MILEAGE	5,540.73	25,174.09	6,000.00	0.00	6,000.00	
215 1-2-212-12-00-00-00 MEALS & LODGINGS	14,278.52	971.21	10,000.00	986.39	10,000.00	
216 1-2-214-12-00-00-00 INDIV MEMBERSHIP & CONF FEES	21,090.04	15,527.39	15,000.00	3,684.86	15,000.00	
217 1-2-217-12-00-00-00 TELEPHONE	10,099.18	14,028.92	13,000.00	10,066.72	14,000.00	
218 1-2-218-12-00-00-00 FAX/INTERNET/SECURITY	14,257.83	4,782.66	3,121.00	4,860.64	25,200.00	SWITCH TO FIBRE INTERNET
219 1-2-221-12-00-00-00 ADVERTISING	1,028.00	1,850.33	2,000.00	203.00	2,000.00	
220 1-2-222-12-00-00-00 PRINTING & BINDING	1,219.86	1,715.38	2,000.00	1,319.55	2,000.00	
221 1-2-223-12-00-00-00 SUBSCRIPTIONS & PUBLICATIONS	1,523.16	1,472.60	1,500.00	1,259.74	1,500.00	
222 1-2-225-12-00-00-00 FREIGHT & POSTAGE	18,210.63	17,102.19	15,000.00	13,919.73	15,000.00	
223 1-2-229-12-00-00-00 OTHER INFORMATION SERVICES	1,943.46	1,795.21	2,000.00	1,825.27	2,000.00	
224 1-2-230-12-00-00-00 CONSULTING SERVICES	150.00	946.75	5,000.00	3,238.26	30,000.00	STRATEGIC PLAN
225 1-2-231-12-00-00-00 ACCOUNTING & AUDITING	27,000.00	28,070.00	28,560.00	30,805.08	31,000.00	
226 1-2-232-12-00-00-00 LEGAL FEES	63,984.41	32,429.02	15,300.00	35,406.52	30,000.00	INCREASED NEED FOR LEGAL COUNSEL+
227 1-2-236-12-00-00-00 ASSESSOR FEES	135,969.00	113,424.81	139,000.00	96,014.61	140,000.00	
228 1-2-241-12-00-00-00 TRAINING/WORKSHOP	7,767.56	4,876.66	10,200.00	15,162.21	15,000.00	
229 1-2-242-12-00-00-00 COMPUTER PROGRAMMING	30,190.43	37,068.15	50,000.00	64,343.57	40,000.00	
230 1-2-252-12-00-00-00 REP/MAINT BUILDINGS	5,222.84	14,461.75	35,000.00	29,329.04	30,000.00	
232 1-2-256-12-00-00-00 REP/MAINT OTHER	0.00	853.26	510.00	8.49	0.00	
233 1-2-263-12-00-00-00 RENT/LEASE EQUIPMENT	22,719.91	22,024.39	26,000.00	14,029.61	24,000.00	
234 1-2-269-12-00-00-00 OTHER RENTALS & LEASES	4,408.33	4,052.40	5,000.00	3,039.30	5,000.00	
235 1-2-271-12-00-00-00 LICENCES & PERMITS	0.00	0.00	100.00	0.00	100.00	
236 1-2-274-12-00-00-00 INSURANCE	23,417.08	29,270.35	29,000.00	12,985.89	29,000.00	
237 1-2-290-12-00-00-00 OTHER GENERAL SERVICES	66.00	421.66	5,000.00	40.00	3,000.00	
238 1-2-321-12-00-00-00 TAXES	9,925.38	5,927.13	5,381.00	0.00	6,000.00	
239 1-2-341-12-00-00-00 LAND TITLE OFFICE SERVICES	2,256.00	2,723.00	5,000.00	1,623.00	3,000.00	
240 1-2-350-12-00-00-00 CONTRIBUTIONS TO MUNICIPALITIE		10,000.00	0.00	0.00	0.00	
241 1-2-510-12-00-00-00 GENERAL SUPPLIES	349.14	2,005.34	1,530.00	209.00	1,530.00	
242 1-2-511-12-00-00-00 OFFICE SUPPLIES	12,238.57	12,792.58	11,000.00	4,654.95	13,000.00	
243 1-2-513-12-00-00-00 JANITORIAL SUPPLIES	2,587.25	467.31	3,000.00	2,116.00	3,000.00	
244 1-2-514-12-00-00-00 FOOD SUPPLIES	4,167.85	3,014.31	4,300.00	2,237.96	4,300.00	
245 1-2-517-12-00-00-00 COMPUTER PURCH/SUPPLIES	15,304.25	18,798.24	27,250.00	27,761.13	20,000.00	
246 1-2-520-12-00-00-00 CONST & MAINT MATERIALS	567.17	1,331.94	1,040.00	0.00	1,000.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
247 1-2-541-12-00-00-00 WATER	1,396.68	1,118.99	1,630.00	976.53	1,630.00	
248 1-2-542-12-00-00-00 GAS	5,683.80	5,999.41	6,000.00	3,690.34	6,000.00	
249 1-2-543-12-00-00-00 ELECTRICITY	12,403.98	13,030.96	15,000.00	8,641.25	15,000.00	
250 1-2-544-12-00-00-00 GARBAGE	1,230.12	1,230.12	1,500.00	820.08	1,500.00	
251 1-2-582-12-00-00-00 EMPLOYEE RECOGNITION	13,912.06	13,450.35	18,000.00	5,188.75	18,000.00	
252 1-2-589-12-00-00-00 OTHER GOODS PURCHASED	5,570.41	817.22	2,000.00	3,914.37	2,000.00	
253 1-2-701-65-00-00-00 TO ORGANIZATIONS			600,000.00	0.00	600,000.00	INVESTMENT IN ECONOMIC DEV MCC
254 1-2-820-12-00-00-00 BANK CHARGES/INTEREST	2,717.17	1,775.22	4,000.00	-887.15	4,000.00	
255 1-2-891-12-00-00-00 AMMORTIZATION EXPENSE	56,636.04	59,816.19	57,000.00	0.00	0.00	
256 1-2-274-12-00-00-01 INSURANCE-ADDED NAMED INSURED	80,439.53	79,325.38	79,560.00	203.93	79,560.00	
257 Location: 00 General	1,316,988.20	1,268,036.65	1,927,095.00	929,019.60	1,960,408.00	1.73%
258 Location: 10 Communications						
259 1-2-111-12-00-10-00 GIS/COMMUNICATIONS MANAGER	58,007.24	0.00	0.00	0.00	0.00	
260 1-2-113-12-00-10-00 OFFICE STAFF - COMMUNICATIONS	119,799.41	48,082.09	63,560.00	36,055.37	64,021.00	
261 1-2-131-12-00-10-00 EMPLOYER CONTRIBUTIONS (ALL)	32,745.48	11,451.33	10,000.00	8,702.55	14,735.00	
262 1-2-211-12-00-10-00 MILEAGE	550.77	0.00	1,000.00	0.00	1,000.00	
263 1-2-212-12-00-10-00 MEALS & LODGINGS	643.68	13.69	1,000.00	0.00	1,000.00	
264 1-2-214-12-00-10-00 INDIV MEMBERSHIP & CONF FEES	288.60	0.00	500.00	0.00	500.00	
265 1-2-217-12-00-10-00 TELEPHONE	894.54	529.31	714.00	448.41	1,660.00	
266 1-2-221-12-00-10-00 ADVERTISING	24,748.97	20,280.00	25,000.00	13,724.00	25,000.00	
267 1-2-222-12-00-10-00 PRINTING & BINDING	0.00	1,028.00	0.00	0.00	0.00	
268 1-2-230-12-00-10-00 CONSULTING SERVICES	0.00	708.33	0.00	4,820.00	0.00	
269 1-2-241-12-00-10-00 TRAINING/WORKSHOP	2,270.42	787.50	500.00	606.57	500.00	
270 1-2-242-12-00-10-00 COMPUTER PROGRAMMING	4,074.00	43,241.29	5,000.00	548.00	5,220.00	
271 1-2-517-12-00-10-00 COMPUTER PURCH/SUPPLIES	236.00	23.29	1,000.00	0.00	0.00	
272 Location: 10 Communications	244,259.11	126,144.83	108,274.00	64,904.90	113,626.00	4.94%
273 Location: 11 IT						
274 1-2-211-12-00-11-00 MILEAGE	0.00	0.00	1,000.00	0.00	1,000.00	
275 1-2-212-12-00-11-00 MEALS & LODGING	0.00	0.00	1,000.00	0.00	1,000.00	
276 1-2-214-12-00-11-00 INDIV MEMBERSHIP & CONF FEES	0.00	0.00	1,000.00	0.00	1,000.00	
277 1-2-241-12-00-11-00 TRAINING/WORKSHOPS	0.00	0.00	0.00	0.00	0.00	
278 Location: 11 IT	0.00	0.00	3,000.00	0.00	3,000.00	0.00%
279 Location: 12 CALC						
280 1-2-112-12-00-12-00 SALARIES	66,209.95	69,119.04	61,000.00	52,964.28	61,000.00	
281 1-2-131-12-00-12-00 EMPLOYER CONTRIBUTIONS (ALL)	8,713.47	8,818.39	14,030.00	7,651.37	14,030.00	
282 1-2-217-12-00-12-00 TELEPHONE	437.83	427.32	0.00	239.45	0.00	
283 1-2-716-12-00-12-00 COMMUNITY LEARNING GRANT	38,364.61	36,111.00	50,670.00	32,611.00	50,670.00	
284 1-2-762-12-00-12-00 COMMUNITY LEARNING GRANT	0.00	0.00	0.00	0.00	0.00	
285 Location: 12 CALC	113,725.86	114,475.75	125,700.00	93,466.10	125,700.00	0.00%
286 Location: 13 GIS						
287 1-2-113-12-00-13-00 OFFICE STAFF - GIS	0.00	83,781.26	83,051.00	61,483.50	82,798.00	
288 1-2-131-12-00-13-00 EMPLOYER CONTRIBUTIONS (ALL)	0.00	25,995.63	17,441.00	12,546.29	19,044.00	JOE 955 NEGOTIATED BENEFITS
289 1-2-211-12-00-13-00 MILEAGE	2,084.70	0.00	1,700.00	0.00	1,700.00	
290 1-2-212-12-00-13-00 MEALS & LODGINGS	2,059.73	0.00	1,400.00	0.00	1,400.00	
291 1-2-214-12-00-13-00 INDIV MEMBERSHIP & CONF FEES	919.44	200.00	750.00	0.00	750.00	
292 1-2-217-12-00-13-00 TELEPHONE	224.73	725.63	1,200.00	646.42	1,200.00	
293 1-2-223-12-00-13-00 SUBSCRIPTIONS & PUBLICATIONS	21,784.00	18,495.75	18,000.00	11,510.05	18,211.00	
294 1-2-230-12-00-13-00 CONSULTING SERVICES	79,100.00	47,340.00	40,256.00	36,041.94	48,830.00	PORTION WILL BE BILLED TO URBANS
295 1-2-241-12-00-13-00 TRAINING/WORKSHOPS	12,048.05	0.00	1,500.00	606.58	1,500.00	
296 1-2-242-12-00-13-00 COMPUTER PROGRAMMING	20,193.54	70,341.49	60,000.00	64,477.67	66,000.00	PORTION WILL BE BILLED TO URBANS
297 1-2-517-12-00-13-00 COMPUTER PURCH/SUPPLIES	0.00	110,890.91	1,500.00	107.61	3,000.00	
298 Location: 13 GIS	138,414.19	357,770.67	226,798.00	187,420.06	244,433.00	7.78%
299 Function 12 ADMINISTRATION:	1,813,387.36	1,866,427.90	2,390,867.00	1,274,810.66	2,447,167.00	2.35%
300 Function: 19 INTER GOVERNMENT						
301 Location: 00 General						
302 1-2-136-19-00-00-00 W C B ASSESSMENTS	79,098.17	95,264.89	75,000.00	51,298.00	80,000.00	
303 1-2-212-19-00-00-00 MEALS & LODGINGS	9,677.75	2,316.65	6,000.00	133.08	6,000.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget		
304 1-2-221-19-00-00-00	ADVERTISING	506.25	0.00	500.00	0.00	500.00	
305 1-2-232-19-00-00-00	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	
306 1-2-262-19-00-00-00	RENT/LEASE BUILDING	410.00	620.00	300.00	0.00	300.00	
307 1-2-514-19-00-00-00	FOOD SUPPLIES	0.00	0.00	1,000.00	150.00	1,000.00	
308 1-2-589-19-00-00-00	OTHER GOODS - PROMOTION	8,970.80	4,384.19	15,450.00	5,071.33	15,450.00	
309 1-2-701-19-00-00-00	INDIVIDUALS ORGANIZATIONS ETC	111,786.12	23,261.04	488,443.00	46,343.00	474,000.00	
310 1-2-701-19-00-00-01	VOLUNTEER TRAINING	0.00	0.00	1,500.00	0.00	1,500.00	
311 Location: 00 General		210,449.09	125,846.77	588,193.00	102,995.41	578,750.00	-1.61%
312 Location: 19 Election							
313 1-2-151-19-00-19-00	ELECTION FEES	0.00	0.00	18,900.00	6,000.00	0.00	
314 1-2-211-19-00-19-00	MILEAGE	0.00	0.00	1,000.00	0.00	0.00	
315 1-2-212-19-00-19-00	MEALS & LODGING	0.00	0.00	500.00	0.00	0.00	
316 1-2-221-19-00-19-00	ADVERTISING	0.00	0.00	3,000.00	120.00	0.00	
317 1-2-222-19-00-19-00	PRINTING & BINDING	0.00	0.00	1,000.00	0.00	0.00	
318 1-2-262-19-00-19-00	RENT/LEASE HALLS	0.00	0.00	600.00	0.00	0.00	
319 1-2-511-19-00-19-00	OFFICE SUPPLIES	0.00	0.00	0.00	291.86	0.00	
320 Location 19 Election		0.00	0.00	25,000.00	6,411.86	0.00	
321 Function 19 INTER GOVERNMENT:		210,449.09	125,846.77	613,193.00	109,407.27	578,750.00	-5.62%
322 Function: 21 POLICING							
323 1-2-290-21-00-00-00	OTHER GEN SERVICES POLICING		63,702.00	98,521.00	62,013.00	127,404.00	POLICING CHARGE INCREASE FROM PROVINCE
324 1-2-290-26-00-00-00	OTHER GENERAL SERVICES	0.00	3,607.53	0.00	-62,261.16		
325 Function 21 POLICING		0.00	67,309.53	98,521.00	-248.16	127,404.00	29.32%
326 Function: 23 FIRE PROTECTION							
327 Location: 00 General							
328 1-2-111-23-00-00-00	MANAGER WAGES - FIRE	106,620.29	113,695.04	111,523.00	82,891.89	113,838.00	
329 1-2-112-23-00-00-00	SALARIES	61,144.20	67,536.34	66,689.00	51,624.61	71,448.00	add .5 fte clerk position
330 1-2-117-23-00-00-00	SALARY - IT	6,419.84	6,612.72	6,768.00	5,019.93	6,894.00	
331 1-2-131-23-00-00-00	EMPLOYER CONTRIBUTIONS (ALL)	34,183.23	35,007.52	38,846.00	28,757.59	44,201.00	
333 1-2-212-23-00-00-00	MEALS & LODGINGS	3,252.33	1,072.86	3,060.00	171.19	3,000.00	
334 1-2-214-23-00-00-00	INDIV MEMBERSHIP & CONF FEES	1,635.00	1,499.71	1,530.00	941.00	1,330.00	
335 1-2-217-23-00-00-00	TELEPHONE	2,813.27	4,867.41	3,060.00	2,361.22	3,000.00	
336 1-2-221-23-00-00-00	ADVERTISING	961.00	500.00	1,248.00	0.00	1,200.00	
337 1-2-225-23-00-00-00	FREIGHT & POSTAGE	393.36	411.70	510.00	783.24	0.00	
338 1-2-230-23-00-00-00	CONSULTING SERVICES	0.00	0.00	0.00	83,422.00	80,000.00	COMPLETION OF ACP PROJECT
339 1-2-241-23-00-00-00	TRAINING/WORKSHOP	1,562.27	746.36	10,450.00	1,114.30	4,300.00	
340 1-2-254-23-00-00-00	REP/MAINT COMPUTER	0.00	491.52	0.00	0.00	0.00	
341 1-2-256-23-00-00-00	REP/MAINT OTHER	0.00	717.08	1,530.00	680.00	1,300.00	
342 1-2-269-23-00-00-00	OTHER RENTALS & LEASES	150.00	250.00	0.00	0.00	5,000.00	
343 1-2-271-23-00-00-00	LICENCES & PERMITS	1,262.28	1,592.03	1,530.00	825.77	1,300.00	
344 1-2-274-23-00-00-00	INSURANCE	7,773.75	9,063.66	7,651.00	6,489.93	7,700.00	
345 1-2-295-23-00-00-00	FIRE PROTECTION	17,776.28	20,811.00	10,200.00	15,192.24	15,000.00	
346 1-2-517-23-00-00-00	COMPUTER PURCH/SUPPLIES	4,040.40	0.00	0.00	0.00	0.00	
347 1-2-533-23-00-00-00	FUEL & SUPPLIES	5,069.40	3,868.25	5,359.00	3,960.33	5,000.00	
348 1-2-542-23-00-00-00	GAS	3,297.02	2,275.42	2,652.00	1,812.60	2,652.00	
349 1-2-543-23-00-00-00	ELECTRICITY	104.05	107.85	204.00	82.64	204.00	
350 1-2-559-23-00-00-00	OTHER MISCELLANEOUS GOODS	2,553.69	348.41	2,627.00	1,071.81	2,600.00	
351 1-2-561-23-00-00-00	MACHINERY & EQUIPMENT					4,000.00	
352 1-2-589-23-00-00-00	OTHER GOODS PURCHASED	4,281.71	4,153.07	7,000.00	2,970.76	8,000.00	TARGET SOLUTIONS PROGRAM
353 1-2-582-23-00-00-00	RECOGNITION					1,000.00	
354 1-2-891-23-00-00-00	AMMORTIZATION EXPENSE	108,926.60	109,293.80	109,000.00	0.00	115,000.00	
355 Location 00 General:		374,219.97	384,921.75	391,437.00	290,173.05	478,767.00	22.31%
356 Location: 10 VILNA							
357 1-2-211-23-10-00-00	MILEAGE	0.00	0.00	0.00	0.00	250.00	
358 1-2-212-23-10-00-00	MEALS & LODGING - VILNA	1,737.54	269.87	4,080.00	0.00	4,000.00	
359 1-2-214-23-10-00-00	INDIV MMBRSHP& CONF FEES-VILNA	1,740.00	540.00	1,020.00	540.00	1,200.00	
360 1-2-217-23-10-00-00	TELEPHONE	48.00	48.00	52.00	36.00	52.00	
361 1-2-230-23-10-00-00	CONSULTING SERVICES	1,650.00	1,800.00	1,800.00	900.00	1,800.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
362 1-2-241-23-10-00-00 TRAINING/WORKSHOP	8,160.00	6,666.28	8,500.00	383.32	8,500.00	
363 1-2-256-23-10-00-00 REP/MAINT OTHER	6,733.05	5,472.10	5,100.00	1,016.39	7,500.00	
364 1-2-269-23-10-00-00 OTHER RENTALS & LEASES	-865.65	35,113.19	19,768.00	4,675.40	22,000.00	
365 1-2-274-23-10-00-00 INSURANCE - VILNA	3,518.28	5,904.76	5,000.00	2,673.92	5,000.00	
366 1-2-295-23-10-00-00 FIRE PROTECTION - VILNA	10,243.27	16,101.45	20,400.00	6,437.00	18,000.00	
367 1-2-533-23-10-00-00 FUEL & PRODUCTS - VILNA	4,682.11	3,564.61	8,670.00	2,521.37	5,000.00	
368 1-2-559-23-10-00-00 OTHER MISC GOODS - VILNA	0.00	0.00	0.00	563.42	2,700.00	
369 1-2-561-23-10-00-00 MACHINERY PARTS - VILNA	4,557.59	10,285.15	7,650.00	2,072.98	7,000.00	
370 1-2-582-23-10-00-00 RECOGNITION	600.00	600.00	2,040.00	0.00	2,000.00	
371 1-2-589-23-10-00-00 OTHER GOODS PURCHASED - VILNA	4,485.59	20,183.56	15,300.00	2,824.89	17,000.00	TARGET SOLUTIONS PROGRAM
372 Location 10 VILNA:	47,289.78	106,548.97	99,380.00	24,644.69	102,002.00	2.64%
373 Location: 20 SMOKY LAKE						
374 1-2-211-23-20-00-00 MILEAGE	0.00	0.00	255.00	0.00	250.00	
375 1-2-212-23-20-00-00 MEALS & LODGING - SMOKY LAKE	1,209.62	1,111.23	5,610.00	1,820.83	5,500.00	
376 1-2-214-23-20-00-00 INDIV MMBRSH & CONF FEE-SMKY	780.00	180.00	780.00	180.00	900.00	
377 1-2-217-23-20-00-00 TELEPHONE	24.03	24.00	51.00	50.00	50.00	
378 1-2-230-23-20-00-00 CONSULTING SERVICES	1,800.00	1,500.00	1,800.00	900.00	1,800.00	
379 1-2-241-23-20-00-00 TRAINING/WORKSHOP	29,711.53	23,031.31	47,000.00	12,610.00	40,000.00	DECREASED BECAUSE THE BUDGET ISN' T USED
380 1-2-256-23-20-00-00 REP/MAINT OTHER	12,062.82	9,300.02	5,100.00	313.00	5,000.00	
381 1-2-269-23-20-00-00 OTHER RENTALS & LEASES	10,800.00	10,800.00	11,016.00	8,100.00	11,000.00	
382 1-2-274-23-20-00-00 INSURANCE - SMOKY LAKE	4,813.15	8,466.08	6,000.00	3,604.00	6,000.00	
383 1-2-295-23-20-00-00 FIRE PROTECTION - SMOKY LAKE	14,941.33	20,634.00	20,400.00	8,993.40	20,000.00	
384 1-2-510-23-20-00-00 GENERAL SUPPLIES	116.64	10.63	510.00	0.00	500.00	
385 1-2-533-23-20-00-00 FUEL & PRODUCTS	5,371.96	3,097.81	5,951.00	2,003.32	5,500.00	
386 1-2-561-23-20-00-00 MACHINERY PARTS - SMOKY LAKE	8,049.23	1,976.77	8,160.00	766.38	8,000.00	
387 1-2-569-23-20-00-00 OTHER PARTS & TOOLS - SMOKY LA	74.09	291.54	0.00	951.85	0.00	
388 1-2-582-23-20-00-00 RECOGNITION	600.00	1,289.79	2,040.00	0.00	2,000.00	
1-2-589-23-20-00-00 OTHER GOODS PURCHASED - SMOKY	16,589.99	30,871.02	25,000.00	6,077.33	35,000.00	SL FIRE DEPT REQUESTED INCREASE AND NEW TARGET SOLUTIONS PROGRAM
389						
390 Location 20 SMOKY LAKE:	106,944.39	112,584.20	139,673.00	46,370.11	141,500.00	1.31%
391 Location: 30 WASKATENAU						
392 1-2-211-23-30-00-00 MILEAGE	0.00	0.00	204.00	0.00	0.00	
393 1-2-212-23-30-00-00 MEALS & LODGING - WASKATENAU	824.85	333.10	1,530.00	92.80	1,500.00	
394 1-2-214-23-30-00-00 INDIV MMBRSH & CONF FEES-WASK	360.00	180.00	765.00	260.00	780.00	
395 1-2-230-23-30-00-00 CONSULTING SERVICES	1,800.00	2,100.00	1,800.00	900.00	1,800.00	
396 1-2-241-23-30-00-00 TRAINING/WORKSHOP	7,410.00	7,241.12	7,650.00	200.00	8,500.00	
397 1-2-256-23-30-00-00 REP/MAINT OTHER	2,129.50	4,711.77	5,100.00	1,137.90	5,000.00	
398 1-2-269-23-30-00-00 OTHER RENTALS & LEASES	9,000.00	9,000.00	9,000.00	9,000.00	9,000.00	
399 1-2-271-23-30-00-00 LICENCES & PERMITS	0.00	0.00	766.00	0.00	750.00	
400 1-2-274-23-30-00-00 INSURANCE - WASKATENAU	3,896.15	5,009.93	4,300.00	2,901.60	4,300.00	
401 1-2-295-23-30-00-00 FIRE PROTECTION - WASKATENAU	7,009.78	4,520.36	7,140.00	3,285.85	7,000.00	
402 1-2-533-23-30-00-00 FUEL & PRODUCTS	1,631.01	1,227.89	2,601.00	753.74	2,000.00	
403 1-2-561-23-30-00-00 MACHINERY PARTS - WASKATENAU	4,751.58	3,148.06	4,080.00	2,774.38	4,000.00	
404 1-2-582-23-30-00-00 RECOGNITION	600.00	1,249.97	2,040.00	0.00	2,000.00	
405 1-2-589-23-30-00-00 OTHER GOODS PURCHASED - WASKAT	14,697.25	29,884.21	15,606.00	4,108.03	20,000.00	TARGET SOLUTIONS PROGRAM
406 Location 30 WASKATENAU:	54,110.12	68,606.41	62,582.00	25,414.30	66,630.00	
407 Function 23 FIRE PROTECTION:	582,564.26	672,661.33	693,072.00	386,602.15	788,899.00	13.83%
408 Function: 24 DISASTER SERVICES						
409 Location: 00 General						
410 1-2-212-24-00-00-00 MEALS & LODGINGS	1,554.09	415.40	4,590.00	0.00	3,000.00	
411 1-2-241-24-00-00-00 TRAINING/WORKSHOP	450.00	763.72	2,040.00	297.25	2,000.00	
412 1-2-253-24-00-00-00 REP/MAINT MACH & EQUIP	0.00	1,363.00	0.00	0.00	0.00	
413 1-2-290-24-00-00-00 OTHER GENERAL SERVICES - EOC		192.72	0.00	0.00	0.00	
414 1-2-589-24-00-00-00 OTHER MISC GOODS	519.51	15,636.40	1,020.00	706.66	1,000.00	
415 1-2-891-24-00-00-00 AMMORTIZATION EXPENSE	4,322.76	4,322.76	4,300.00	0.00	4,300.00	
416 Function 24 DISASTER SERVICES:	6,846.36	22,694.00	11,950.00	1,003.91	10,300.00	-13.81%
417 Function: 26 BYLAW						
418 Location: 00 General						

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
419 1-2-111-26-00-00-00	89,220.09	87,540.55	92,501.00	68,701.14	78,098.00	CONTRACTED BYLAW FOR QUARTER 1
420 1-2-117-26-00-00-00	2,139.91	2,204.28	2,256.00	1,673.28	2,298.00	
421 1-2-131-26-00-00-00	18,668.99	19,037.60	20,847.00	13,953.98	18,491.00	
423 1-2-212-26-00-00-00	1,871.65	0.00	1,515.00	0.00	1,000.00	
424 1-2-214-26-00-00-00	991.67	1,044.05	1,000.00	350.00	1,000.00	
425 1-2-217-26-00-00-00	538.33	1,096.90	1,500.00	321.77	1,500.00	
426 1-2-230-26-00-00-00	0.00	0.00	0.00	0.00	25,000.00	CONTRACTED BYLAW FOR QUARTER 1
427 1-2-232-26-00-00-00	0.00	0.00	1,000.00	0.00	1,000.00	
428 1-2-241-26-00-00-00	251.76	0.00	1,000.00	606.58	1,000.00	
429 1-2-274-26-00-00-00	0.00	0.00	500.00	0.00	500.00	
430 1-2-290-26-00-08-00	12,063.52	12,169.99	12,530.00	9,000.00	12,530.00	
431 1-2-510-26-00-00-00	3,017.60	0.00	1,000.00	0.00	1,000.00	
433 1-2-533-26-00-00-00	8,769.25	5,362.35	9,180.00	2,553.54	6,885.00	
434 1-2-562-26-00-00-00	2,533.93	42.64	2,500.00	536.06	2,500.00	
435 1-2-891-26-00-00-00	2,316.42	2,053.95	2,500.00	0.00	2,500.00	
436 Function 26 BYLAW:	142,383.12	130,552.31	149,829.00	97,696.35	155,302.00	3.65%
437 Function: 32 PUBLIC WORKS/TRANSPORTATION						
438 Location: 00 General						
439 1-2-111-32-00-00-00	333,384.89	343,860.72	358,541.00	283,953.84	363,200.00	
440 1-2-113-32-00-00-00	72,482.80	74,000.24	71,582.00	53,702.46	72,318.00	
441 1-2-117-32-00-00-00	19,259.41	19,838.28	20,305.00	15,059.70	20,682.00	
442 1-2-120-32-00-00-00	85,640.68	87,040.85	86,248.00	64,793.97	88,384.00	
443 1-2-121-32-00-00-00	353,869.73	376,488.28	379,845.00	263,593.06	339,754.00	
444 1-2-122-32-00-00-00	550,850.99	571,783.13	657,943.00	367,446.10	637,848.00	
445 1-2-123-32-00-00-00	225,118.38	74,997.26	127,326.00	53,648.84	112,051.00	DECREASED WINTER HOURS AS PER IOE 955 CONTRACT
446 1-2-124-32-00-00-00	688,900.47	834,435.68	848,468.00	563,847.60	892,281.00	
447 1-2-125-32-00-00-00	570,278.05	593,829.52	596,402.00	400,199.08	576,435.00	
448 1-2-131-32-00-00-00	454,836.10	477,273.31	566,399.00	378,930.10	702,807.00	IOE 955 NEGOTIATED BENEFITS
449 1-2-199-32-00-00-00	-85,812.52	-152,093.58	-70,463.00	0.00	-103,348.00	TRANSFER TO ROAD PLAN
450 1-2-211-32-00-00-00	680.70	0.00	500.00	0.00	500.00	
451 1-2-212-32-00-00-00	13,213.01	2,086.92	11,000.00	3,592.39	11,000.00	
452 1-2-214-32-00-00-00	1,300.00	650.00	2,500.00	2,498.00	2,500.00	
453 1-2-217-32-00-00-00	17,890.40	22,898.01	20,808.00	11,343.25	23,000.00	
454 1-2-218-32-00-00-00	2,939.88	1,589.88	6,600.00	2,064.72	6,600.00	
455 1-2-221-32-00-00-00	0.00	1,098.64	0.00	533.60	0.00	
456 1-2-225-32-00-00-00	21,682.86	20,162.36	17,340.00	9,623.75	22,000.00	
457 1-2-230-32-00-00-00	0.00	0.00	57,000.00	0.00	0.00	
458 1-2-233-32-00-00-00	37,404.26	67,564.29	50,000.00	45,945.00	110,000.00	STUDY
459 1-2-241-32-00-00-00	17,171.59	2,307.38	12,000.00	11,208.50	12,000.00	
460 1-2-242-32-00-00-00	22,723.83	24,478.68	26,520.00	7,531.87	26,320.00	
461 1-2-252-32-00-00-00	27,759.30	22,136.38	12,000.00	7,659.40	12,000.00	
462 1-2-253-32-00-00-00	18,032.39	4,056.20	17,000.00	21,868.00	17,000.00	
463 1-2-255-32-00-00-00	0.00	0.00	6,200.00	0.00	14,200.00	PAINT RUSTED UNIT
464 1-2-256-32-00-00-00	13,161.77	6,340.00	7,800.00	6,974.89	7,800.00	
465 1-2-263-32-00-00-00	71,857.16	13,467.04	45,000.00	17,835.47	15,000.00	
466 1-2-269-32-00-00-00	2,185.19	14,111.12	8,000.00	26,988.19	8,000.00	
467 1-2-271-32-00-00-00	10,322.76	8,882.14	10,000.00	6,336.25	10,000.00	
468 1-2-272-32-00-00-00	887.54	750.22	750.00	5,376.35	750.00	
469 1-2-274-32-00-00-00	64,667.93	67,043.70	65,000.00	45,450.23	65,000.00	
470 1-2-280-32-00-00-00	0.00	0.00	190,000.00	0.00	0.00	ROAD CONSTRUCTION CONTRACT
471 1-2-282-32-00-00-01	0.00	0.00	379,000.00	0.00	0.00	CRUSHING CONTRACT
472 1-2-282-32-00-00-03	170,958.34	171,339.92	175,000.00	176,061.20	175,000.00	
473 1-2-284-32-00-00-00	0.00	8,000.00	8,000.00	4,000.00	8,000.00	
474 1-2-285-32-00-00-00	0.00	0.00	0.00	0.00	0.00	ROAD PLAN
476 1-2-290-32-00-00-00	11,438.03	30,882.50	10,000.00	3,481.32	10,000.00	
477 1-2-510-32-00-00-00	2,952.78	3,651.99	2,550.00	1,407.82	2,550.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
478 1-2-511-32-00-00-00	5,636.60	6,622.73	8,160.00	5,227.34	8,160.00	
479 1-2-512-32-00-00-00	11,973.72	14,269.61	9,363.00	10,329.53	9,363.00	
480 1-2-513-32-00-00-00	8,916.05	9,153.13	9,180.00	6,176.78	10,000.00	
481 1-2-514-32-00-00-00	6,714.99	5,921.45	7,140.00	4,653.88	7,140.00	
482 1-2-516-32-00-00-00	10,931.00	3,670.25	7,140.00	1,487.45	7,140.00	
483 1-2-517-32-00-00-00	9,796.44	5,090.59	3,876.00	600.98	5,000.00	
484 1-2-518-32-00-00-00	500.00	0.00	510.00	0.00	510.00	
485 1-2-520-32-00-00-00	5,669.96	8,055.73	17,850.00	3,104.62	17,850.00	
486 1-2-521-32-00-00-00	469,170.65	559,494.64	0.00	563,757.52		COUNCIL PROPOSED PURCHASE OF GRAVEL
487 1-2-523-32-00-00-00	624.80	3,245.06	5,000.00	0.00	7,000.00	
488 1-2-524-32-00-00-00	76,127.50	67,813.73	61,200.00	9,626.02	61,000.00	
489 1-2-525-32-00-00-00	57,857.19	64,786.37	50,000.00	11,869.22	60,000.00	
490 1-2-526-32-00-00-00	22,116.63	13,881.62	15,300.00	8,130.41	15,000.00	
491 1-2-528-32-00-00-00	325,981.55	177,945.70	601,684.00	390,452.45	800,000.00	MOST grant for 181
492 1-2-530-32-00-00-00	15,858.52	12,273.81	20,400.00	5,726.64	20,400.00	
493 1-2-532-32-00-00-00	437,459.90	390,945.20	475,000.00	273,393.31	475,000.00	
494 1-2-533-32-00-00-00	41,896.25	41,619.36	50,000.00	33,433.00	50,000.00	
495 1-2-534-32-00-00-00	45,694.54	40,509.18	36,414.00	12,946.27	42,000.00	
496 1-2-535-32-00-00-00	617.63	130.94	400.00	114.30	400.00	
497 1-2-537-32-00-00-00	1,343.61	1,170.79	2,600.00	870.00	2,800.00	
498 1-2-538-32-00-00-00	11,901.89	7,417.89	3,570.00	2,355.18	3,570.00	
499 1-2-541-32-00-00-00	6,227.20	8,034.13	8,000.00	3,874.48	8,000.00	
500 1-2-542-32-00-00-00	20,194.28	20,531.38	20,500.00	13,039.62	23,000.00	
501 1-2-543-32-00-00-00	33,382.11	35,617.24	35,000.00	25,093.87	38,000.00	
502 1-2-543-32-00-00-01	54,625.60	49,812.85	50,000.00	29,870.87	50,000.00	
503 1-2-544-32-00-00-00	4,100.40	4,100.40	4,200.00	2,733.60	4,200.00	
504 1-2-561-32-00-00-00	283,094.80	167,984.88	204,000.00	83,218.35	204,000.00	
505 1-2-562-32-00-00-00	87,497.97	111,765.22	153,000.00	122,000.35	153,000.00	
506 1-2-564-32-00-00-00	5,441.32	10,866.62	7,650.00	5,049.12	7,650.00	
507 1-2-567-32-00-00-00	46,877.74	42,080.60	52,000.00	18,702.84	53,000.00	
508 1-2-569-32-00-00-00	19,392.40	18,557.34	21,420.00	10,700.93	21,420.00	
509 1-2-589-32-00-00-00	12,379.57	4,665.91	5,100.00	714.30	5,100.00	
510 1-2-595-32-00-00-00	-283,347.85	-423,611.51	-281,859.00	0.00	-414,180.00	TRANSFER TO ROAD PLAN
511 1-2-762-32-00-00-00	0.00	0.00	27,000.00	0.00	27,000.00	
512 1-2-825-32-00-00-00	0.00	0.00	0.00	0.00	0.00	
513 1-2-891-32-00-00-00	1,634,963.03	1,637,529.53	1,600,000.00	0.00	1,600,000.00	
514	0.00	0.00	-1,540,678.00	0.00	-1,550,347.00	TRANSFER TO ROAD PLAN
515 Function 32 PUBLIC WORKS/TRANSPORTATION:	7,289,656.69	6,916,903.43	6,533,284.00	4,522,208.18	6,095,363.00	14.31%
516 Function: 41 WATER						
517 Location: 00 General						
518 1-2-111-41-00-00-00	70,593.38	72,203.49	70,442.00	53,230.00	55,641.00	
519 1-2-117-41-00-00-00	2,139.91	2,204.28	2,256.00	1,673.28	2,188.00	
520 1-2-120-41-00-00-00	124,059.53	128,756.80	128,392.00	98,465.86	146,253.00	
521 1-2-131-41-00-00-00	42,432.92	41,493.27	44,240.00	34,817.73	46,984.00	
522 1-2-211-41-00-00-00	126.68	560.48	0.00	0.00	0.00	
523 1-2-212-41-00-00-00	3,596.79	3,931.39	4,000.00	150.00	4,000.00	
524 1-2-214-41-00-00-00	0.00	392.14	200.00	60.00	200.00	
525 1-2-217-41-00-00-00	1,864.98	2,324.31	2,000.00	2,184.07	2,000.00	
526 1-2-218-41-00-00-00			0.00	43.77	0.00	
527 1-2-241-41-00-00-00	57.14	0.00	2,000.00	1,471.57	2,000.00	
528 1-2-242-41-00-00-00	0.00	1,155.29	1,561.00	0.00	1,000.00	
529 1-2-274-41-00-00-00	435.71	517.06	520.00	325.84	520.00	
530 1-2-290-41-00-00-00	795.00	0.00	0.00	0.00	0.00	
531 1-2-517-41-00-00-00	3,752.60	223.20	0.00	0.00	0.00	
532 1-2-530-41-00-00-00	175.75	0.00	500.00	0.00	500.00	
533 1-2-533-41-00-00-00	21,686.52	18,078.59	18,727.00	17,373.15	19,500.00	
534 1-2-562-41-00-00-00	7,506.75	6,651.09	5,000.00	4,546.05	2,000.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
535 1-2-569-41-00-00-00 OTHER PARTS & STOCK	404.97	22.95	0.00	0.00	0.00	
536 1-2-589-41-00-00-00 OTHER GOODS PURCHASED	1,295.54	2,960.68	1,040.00	120.17	2,000.00	
537 1-2-891-41-00-00-00 AMMORTIZATION EXPENSE	122,310.07	106,949.28	120,000.00	0.00	120,000.00	
538 Location 00 General:	403,234.24	388,424.30	400,878.00	214,461.49	404,877.00	1.00%
539 Location: 10 VILNA						
540 1-2-217-41-10-02-00 TELEPHONE	24.50	0.00	0.00	0.00	0.00	
541 1-2-256-41-10-02-00 REP/MAINT OTHER	0.00	0.00	0.00	0.00	0.00	
542 1-2-274-41-10-02-00 INSURANCE	3.78	0.00	0.00	0.00	0.00	
543 1-2-290-41-10-02-00 OTHER GENERAL SERVICES	2.75	0.00	0.00	0.00	0.00	
544 1-2-543-41-10-02-00 POWER	0.00	0.00	0.00	0.00	0.00	
545 1-2-569-41-10-02-00 OTHER PARTS & STOCK	0.00	0.00	0.00	0.00	0.00	
546 1-2-810-41-10-02-00 BANK CHARGES	0.00	0.00	0.00	0.00	0.00	
547 Location 10 VILNA:	31.03	0.00	0.00	0.00	0.00	#DIV/0!
548 Location: 20 SMOKY LAKE						
549 1-2-217-41-20-02-00 TELEPHONE	1,820.30	1,822.81	1,500.00	1,227.82	1,500.00	
550 1-2-256-41-20-02-00 REP/MAINT OTHER	456.00	0.00	100.00	0.00	500.00	
551 1-2-274-41-20-02-00 INSURANCE	523.19	556.25	750.00	338.16	750.00	
552 1-2-290-41-20-02-00 OTHER GENERAL SERVICES	5.38	0.00	200.00	217.20	200.00	
553 1-2-543-41-20-02-00 POWER	2,688.66	2,478.16	2,500.00	1,859.37	2,500.00	
554 1-2-569-41-20-02-00 OTHER PARTS & STOCK	249.90	54.49	500.00	252.76	500.00	
555 1-2-810-41-20-02-00 BANK CHARGES	354.24	211.09	350.00	180.56	350.00	
556 Location 20 SMOKY LAKE:	6,097.67	5,122.80	5,900.00	4,075.87	6,300.00	6.78%
557 Location: 30 WASKATENAU						
558 1-2-217-41-30-02-00 TELEPHONE	2,261.35	2,289.35	2,000.00	1,586.67	2,000.00	
559 1-2-256-41-30-02-00 REP/MAINT OTHER	456.00	0.00	1,000.00	0.00	500.00	
560 1-2-274-41-30-02-00 INSURANCE	523.19	556.25	525.00	338.16	525.00	
561 1-2-290-41-30-02-00 OTHER GENERAL SERVICES	0.00	0.00	200.00	67.20	200.00	
562 1-2-543-41-30-02-00 POWER	2,032.99	2,171.97	2,080.00	1,594.86	2,100.00	
563 1-2-569-41-30-02-00 OTHER PARTS & STOCK	262.56	171.56	500.00	326.01	500.00	
564 1-2-810-41-30-02-00 BANK CHARGES	184.90	151.96	200.00	125.46	200.00	
565 Location 30 WASKATENAU:	5,720.99	5,341.09	6,505.00	4,038.36	6,025.00	-7.38%
566 Location: 40 WARSPITE						
567 Location: 40 WARSPITE DISTRIBUTION						
568 1-2-217-41-40-01-00 TELEPHONE	233.58	241.95	300.00	168.65	300.00	
569 1-2-256-41-40-01-00 REP/MAINT OTHER	900.00	3,374.73	10,000.00	6,067.43	10,000.00	
570 1-2-274-41-40-01-00 INSURANCE	1,509.39	1,604.27	1,750.00	970.32	1,750.00	
571 1-2-351-41-40-01-00 REGIONAL WATER COMMISSION	24,501.01	21,839.29	26,000.00	14,869.55	26,000.00	
572 1-2-542-41-40-01-00 GAS	1,234.33	1,397.76	1,260.00	1,185.06	1,500.00	
573 1-2-543-41-40-01-00 POWER	6,239.27	8,620.68	7,000.00	6,489.09	7,000.00	
574 1-2-551-41-40-01-00 WATER TREATMENT CHEMICALS	202.00	0.00	400.00	0.00	500.00	
575 1-2-569-41-40-01-00 OTHER PARTS & STOCK	120.65	153.33	500.00	1,676.27	500.00	
576 1-2-589-41-40-01-00 OTHER GOODS PURCHASED	81.76	361.39	1,000.00	792.60	1,000.00	
577 1-2-810-41-40-01-00 BANK SERVICE CHARGES	310.80	343.86	350.00	292.25	0.00	
578 Location: 40 WARSPITE DISTRIBUTION	35,332.79	37,937.26	48,560.00	32,511.22	48,550.00	-0.02%
579 Location: 40 WARSPITE TRUCKFILL						
580 1-2-217-41-40-02-00 TELEPHONE	0.00	0.00	500.00	0.00	500.00	
581 1-2-256-41-40-02-00 REP/MAINT OTHER	0.00	0.00	1,000.00	0.00	500.00	
582 1-2-274-41-40-02-00 INSURANCE	0.00	0.00	500.00	0.00	500.00	
583 1-2-290-41-40-02-00 OTHER GENERAL SERVICES	0.00	0.00	200.00	0.00	200.00	
584 1-2-569-41-40-02-00 OTHER PARTS & STOCK	0.00	0.00	500.00	0.00	500.00	
585 1-2-810-41-40-02-00 BANK SERVICE CHARGES	0.00	0.00	50.00	0.00	200.00	
586 Location: 40 WARSPITE TRUCKFILL	0.00	0.00	2,750.00	0.00	2,400.00	-12.73%
587 Location: 50 SPEDDEN						
588 1-2-217-41-50-01-00 TELEPHONE	795.24	795.13	812.00	530.18	850.00	
589 1-2-256-41-50-01-00 REP/MAINT OTHER	0.00	0.00	500.00	0.00	1,000.00	
590 1-2-569-41-50-01-00 OTHER PARTS & STOCK	0.00	0.00	500.00	0.00	500.00	
591 1-2-589-41-50-01-00 OTHER GOODS PURCHASED	82.55	29.10	500.00	0.00	500.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
592 Location: 50 SPEDDEN DISTRIBUTION	877.79	824.23	2,312.00	530.18	2,850.00	23.27%
593 Location: 50 SPEDDEN TRUCKFILL						
594 1-2-217-41-50-02-00 TELEPHONE	216.47	223.88	500.00	165.98	500.00	
595 1-2-256-41-50-02-00 REP/MAINT OTHER	3,503.13	664.30	521.00	977.95	500.00	
596 1-2-274-41-50-02-00 INSURANCE	478.15	508.62	550.00	309.84	550.00	
597 1-2-290-41-50-02-00 OTHER GENERAL SERVICES	48.25	56.25	200.00	30.52	0.00	
598 1-2-351-41-50-02-00 REGIONAL WATER COMMISSION	19,095.53	25,598.18	20,000.00	18,336.78	24,000.00	
599 1-2-543-41-50-02-00 POWER	2,803.01	2,452.88	2,913.00	2,012.44	3,000.00	
600 1-2-569-41-50-02-00 OTHER PARTS & STOCK	1,934.60	1,282.86	520.00	2,313.37	500.00	
601 1-2-810-41-50-02-00 BANK CHARGES	916.42	1,179.62	1,000.00	1,010.51	1,000.00	
602 Location: 50 SPEDDEN TRUCKFILL	28,995.56	31,966.59	26,204.00	25,157.39	30,050.00	14.68%
603 Location: 60 BELLIS						
604 1-2-217-41-60-02-00 TELEPHONE	1,145.73	1,041.04	1,040.00	782.22	1,200.00	
605 1-2-256-41-60-02-00 REP/MAINT OTHER	1,962.00	0.00	1,040.00	160.00	500.00	
606 1-2-274-41-60-02-00 INSURANCE	1,796.51	1,910.39	521.00	1,163.04	350.00	
607 1-2-290-41-60-02-00 OTHER GENERAL SERVICES	0.00	65.98	208.00	114.10	200.00	
608 1-2-351-41-60-02-00 REGIONAL WATER COMMISSION	3,080.21	5,439.20	6,000.00	2,223.48	6,000.00	
609 1-2-543-41-60-02-00 POWER	4,405.05	4,059.35	4,500.00	3,179.30	4,500.00	
610 1-2-569-41-60-02-00 OTHER PARTS & STOCK	76.07	510.15	500.00	1,450.80	500.00	
611 1-2-810-41-60-02-00 BANK CHARGES	155.36	128.34	200.00	104.64	200.00	
612 Location 60 BELLIS:	12,620.93	13,154.45	14,009.00	9,177.58	13,850.00	-2.56%
613 Function 41 WATER:	492,911.00	482,770.72	507,118.00	289,952.09	514,702.00	1.50%
614 Function: 42 SEWER						
615 Location: 00 General						
616 1-2-111-42-00-00-00 MANAGER - SANITARY SEWER	10,710.85	11,085.58	10,837.00	8,189.19	11,128.00	
617 1-2-120-42-00-00-00 FULL TIME REGULAR	9,034.43	9,555.83	9,251.00	6,818.28	9,236.00	
618 1-2-131-42-00-00-00 EMPLOYER CONTRIBUTIONS (ALL)	4,045.70	3,994.48	4,018.00	3,279.22	4,684.00	
619 1-2-589-42-00-00-00 OTHER GOODS PURCHASED	0.00	0.00	500.00	0.00	0.00	
620 1-2-891-42-00-00-00 AMMORTIZATION EXPENSE	21,194.57	39,120.93	22,000.00	0.00	40,000.00	
621 Location 00 General:	44,985.55	63,756.82	46,606.00	18,286.69	65,048.00	39.57%
622 Location: 40 WARSPITE						
623 1-2-274-42-40-00-00 INSURANCE	0.00	0.00	300.00	0.00	300.00	
624 1-2-290-42-40-00-00 MISCELLANEOUS	0.00	25,511.84	7,000.00	700.00	7,000.00	
625 1-2-543-42-40-00-00 POWER	1,416.50	1,008.69	2,000.00	804.36	2,000.00	
626 1-2-569-42-40-00-00 OTHER PARTS & STOCK	0.00	941.95	2,500.00	107.06	3,000.00	
627 1-2-589-42-40-00-00 OTHER GOODS PURCHASED	0.00	7.34	0.00	498.78	0.00	
628 Location 40 WARSPITE:	1,416.50	27,469.82	11,800.00	2,110.20	12,300.00	4.24%
629 Location: 60 BELLIS						
630 1-2-256-42-60-00-00 REP/MAINT OTHER	0.00	0.00	3,000.00	0.00	3,000.00	
631 1-2-290-42-60-00-00 GENERAL SERVICES - BELLIS SEWE	0.00	662.50	4,000.00	262.50	4,000.00	
632 1-2-589-42-60-00-00 OTHER GOODS PURCHASED	23.96	0.00	0.00	0.00	0.00	
633 Location 60 BELLIS:	23.96	662.50	7,000.00	262.50	7,000.00	0.00%
634 Function 42 SEWER:	46,426.01	91,889.14	65,406.00	20,659.39	84,348.00	28.96%
635 Function: 43 WASTE						
636 Location: 00 General						
637 1-2-111-43-00-00-00 MANAGER - WASTE	27,749.83	27,861.28	27,093.00	20,473.11	22,257.00	
638 1-2-117-43-00-00-00 SALARY - IT	2,139.91	2,204.28	2,256.00	1,673.28	2,298.00	
639 1-2-121-43-00-00-00 FULL TIME REGULAR	26,295.72	26,992.46	27,379.00	19,989.16	27,327.00	
640 1-2-125-43-00-00-00 WAGES WASTE TRANSPORT	41,129.99	42,405.12	90,981.00	41,521.41	84,045.00	
641 1-2-131-43-00-00-00 EMPLOYER CONTRIBUTIONS (ALL)	18,444.48	18,953.09	29,542.00	17,236.58	31,263.00	
642 1-2-211-43-00-00-00 MILEAGE	1,096.56	0.00	1,000.00	151.90	1,000.00	
643 1-2-212-43-00-00-00 MEALS & LODGING	106.23	79.08	500.00	44.95	1,000.00	
644 1-2-214-43-00-00-00 INDIV MEMBERSHIP & CONF FEES	0.00	0.00	500.00	0.00	500.00	
645 1-2-221-43-00-00-00 ADVERTISING	105.26	7.59	0.00	120.00	0.00	
646 1-2-234-43-00-00-00 CONTRACT	15,500.00	23,188.00	0.00	0.00	0.00	
647 1-2-241-43-00-00-00 TRAINING/WORKSHOP	2,097.92	-1,795.50	4,000.00	904.99	5,000.00	
648 1-2-256-43-00-00-00 REP/MAINT OTHER	6,363.16	12,730.00	5,000.00	38,303.78	5,000.00	
649 1-2-269-43-00-00-00 OTHER RENTALS & LEASES	0.00	0.00	114,000.00	0.00	1,000.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
650 1-2-274-43-00-00-00 INSURANCE	127.84	751.04	400.00	1,176.72	400.00	
651 1-2-301-43-00-00-00 COMMISSION EXPENSES	43,477.40	43,435.22	44,000.00	44,677.31	45,000.00	
652 1-2-520-43-00-00-00 CONST & MAINT MATERIALS	3,464.53	1,387.28	10,000.00	755.08	15,200.00	
653 1-2-532-43-00-00-00 DIESEL	25,235.79	16,027.82	24,286.00	10,853.79	25,000.00	
654 1-2-533-43-00-00-00 FUEL	430.12	8.80	500.00	0.00	500.00	
655 1-2-562-43-00-00-00 VEHICLE PARTS	35,501.93	8,380.74	12,500.00	6,632.25	9,000.00	
656 1-2-891-43-00-00-00 AMMORTIZATION EXPENSE	31,810.38	31,681.65	32,000.00	0.00	32,000.00	
657 Location 00 General:	281,077.05	254,297.95	425,937.00	204,514.31	307,790.00	-27.74%
658 Location: 10 VILNA						
659 1-2-217-43-10-05-00 TELEPHONE	24.00	24.00	500.00	18.00	500.00	
660 1-2-256-43-10-05-00 REP/MAINT OTHER	174.00	0.00	0.00	175.00	0.00	
661 1-2-274-43-10-05-00 INSURANCE	134.79	143.63	200.00	87.68	200.00	
662 1-2-280-43-10-05-00 CONTRACTOR	130.95	17,706.33	9,000.00	39.20	6,000.00	
663 1-2-292-43-10-05-00 VILLAGE COSTS	2,894.18	2,677.68	18,000.00	1,310.73	18,500.00	
664 1-2-352-43-10-05-00 TIPPING FEES	1,752.76	1,452.76	4,000.00	791.80	2,000.00	
665 1-2-520-43-10-05-00 CONST & MAINT MATERIALS	561.28	823.86	1,000.00	351.39	1,000.00	
666 Location 10 VILNA:	5,671.96	22,828.26	32,700.00	2,773.80	28,200.00	-13.76%
667 Location: 20 SMOKY LAKE						
668 1-2-120-43-20-05-00 WAGES	32,663.09	27,651.66	37,312.00	25,600.52	41,535.00	
669 1-2-131-43-20-05-00 EMPLOYER CONTRIBUTIONS (ALL)	4,602.40	4,315.73	7,462.00	2,874.57	9,335.00	
670 1-2-217-43-20-05-00 TELEPHONE	944.05	730.40	950.00	45.00	1,000.00	
671 1-2-269-43-20-05-00 OTHER RENTALS & LEASES	180.00	180.00	200.00	0.00	0.00	
672 1-2-274-43-20-05-00 INSURANCE	240.76	256.25	300.00	156.24	300.00	
673 1-2-279-43-20-05-00 MISCELLANEOUS	197.87	0.00	300.00	51.46	400.00	
674 1-2-280-43-20-05-00 CONTRACTOR	15,451.05	3,310.47	10,200.00	11,193.52	8,000.00	
675 1-2-290-43-20-05-00 OTHER GENERAL SERVICES	7,967.07	4,124.67	0.00	1,730.82	0.00	
676 1-2-352-43-20-05-00 TIPPING FEES	5,908.88	3,676.88	10,000.00	2,845.56	6,000.00	
677 1-2-520-43-20-05-00 CONST & MAINT MATERIALS	1,030.66	513.11	1,000.00	195.53	1,000.00	
678 Location 20 SMOKY LAKE:	69,185.83	44,759.17	67,724.00	44,693.22	67,811.00	0.14%
679 Location: 30 WASKATENAU						
680 1-2-217-43-30-05-00 TELEPHONE	48.00	48.00	200.00	36.00	200.00	
681 1-2-274-43-30-05-00 INSURANCE	66.39	70.42	200.00	43.04	200.00	
682 1-2-290-43-30-05-00 OTHER GENERAL SERVICES	5,282.33	6,187.15	0.00	39.20	0.00	
683 1-2-292-43-30-05-00 VILLAGE COSTS	2,236.44	2,317.41	8,000.00	1,145.53	5,000.00	
684 1-2-352-43-30-05-00 TIPPING FEES	2,399.16	2,405.72	4,000.00	1,159.92	3,000.00	
685 Location 30 WASKATENAU:	10,032.32	11,028.70	12,400.00	2,423.69	8,400.00	-32.26%
686 Location: 40 WARSPITE						
687 1-2-274-43-40-05-00 INSURANCE	0.00	0.00	200.00	0.00	200.00	
688 1-2-352-43-40-05-00 TIPPING FEES	1,647.64	1,801.68	4,000.00	859.96	4,000.00	
689 Location 40 WARSPITE:	1,647.64	1,801.68	4,200.00	859.96	4,200.00	-2.38%
690 Location: 50 SPEDDEN						
691 1-2-120-43-50-05-00 WAGES	65,659.79	62,385.23	38,990.00	28,727.76	32,334.00	
692 1-2-131-43-50-05-00 EMPLOYER CONTRIBUTIONS (ALL)	2,654.66	2,347.16	7,798.00	1,433.72	7,437.00	
693 1-2-217-43-50-05-00 TELEPHONE	60.01	65.11	100.00	41.67	100.00	
694 1-2-233-43-50-05-00 ENGINEERING/CONSULTING	0.00	0.00	0.00	0.00	0.00	
695 1-2-256-43-50-05-00 REP/MAINT OTHER	380.63	3,528.72	0.00	5,329.24	0.00	
696 1-2-269-43-50-05-00 OTHER RENTALS & LEASES	180.00	180.00	0.00	0.00	0.00	
697 1-2-274-43-50-05-00 INSURANCE	359.30	54.45	200.00	33.20	300.00	
698 1-2-279-43-50-05-00 MISCELLANEOUS	1,744.72	3,375.06	300.00	592.98	400.00	
699 1-2-280-43-50-05-00 CONTRACTOR	2,886.45	2,634.50	5,000.00	39.20	6,000.00	
700 1-2-352-43-50-05-00 TIPPING FEES	1,168.28	1,185.16	3,060.00	635.64	2,000.00	
701 1-2-520-43-50-00-00 CONST & MAINT MATERIALS	0.00	0.00	0.00	0.00	0.00	
702 Location 50 SPEDDEN:	75,093.84	75,755.39	55,448.00	36,833.41	48,471.00	-12.58%
703 Location: 60 BELLIS						
704 1-2-120-43-60-05-00 OTHER WAGES	30,319.66	22,979.52	35,003.00	20,201.41	34,231.00	
705 1-2-131-43-60-05-00 EMPLOYER CONTRIBUTIONS (ALL)	1,888.96	1,761.98	6,651.00	1,155.31	7,873.00	
706 1-2-217-43-60-05-00 TELEPHONE	66.05	65.86	300.00	45.28	300.00	
707 1-2-269-43-60-05-00 OTHER RENTALS & LEASES	180.00	420.00	0.00	0.00	0.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
708 1-2-274-43-60-05-00 INSURANCE	75.21	79.73	100.00	75.76	100.00	
709 1-2-279-43-60-05-00 MISCELLANEOUS	0.00	57.96	1,000.00	76.99	300.00	
710 1-2-280-43-60-05-00 CONTRACTOR	2,032.16	957.26	3,000.00	477.78	3,000.00	
711 1-2-290-43-60-05-00 OTHER GENERAL SERVICES	707.06	2,234.47	1,000.00	726.60	0.00	
712 1-2-352-43-60-05-00 TIPPING FEES	1,766.80	1,457.88	3,000.00	757.28	2,000.00	
713 Location 60 BELLIS:	37,035.90	30,014.66	50,054.00	23,516.41	47,805.00	-4.49%
714 Location: 70 RURAL						
715 1-2-290-43-70-05-00 OTHER GENERAL SERVICES	0.00	0.00	0.00	66.63	0.00	
716 1-2-352-43-70-05-00 TIPPING FEES	25,798.28	28,062.72	45,000.00	16,055.28	30,000.00	
717 Location 70 RURAL:	25,798.28	28,062.72	45,000.00	16,121.91	30,000.00	-33.33%
718 Function 43 WASTE:	505,542.82	468,548.53	693,463.00	331,736.71	542,584.00	-21.76%
719 Function: 51 FAMILY AND COMMUNITY SOCIAL SERVICES						
720 Location: 00 General						
721 1-2-221-51-00-00-00 ADVERTISING	-1,252.38	0.00	0.00	423.60	0.00	
722 1-2-701-51-00-00-00 GRANTS TO ORGANIZATIONS	110,496.60	112,258.00	116,635.00	6,500.00	116,635.00	
723 1-2-212-51-00-26-00 MEALS & LODGING	1,024.30	0.00	0.00	0.00	0.00	
724 1-2-234-51-00-26-00 CONTRACT EXPENSES	7,502.00	0.00	0.00	0.00	0.00	
725 1-2-510-51-00-26-00 GENERAL SUPPLIES	3,102.11	0.00	0.00	0.00	0.00	
726 Function 51 FAMILY	120,872.63	112,258.00	116,635.00	6,923.60	116,635.00	0.00%
727 Function: 61 PLANNING & DEVELOPMENT						
728 Location: 00 General						
729 1-2-111-61-00-00-00 MANAGER - PLANNING	130,203.90	93,399.06	93,243.00	74,182.48	102,736.00	
730 1-2-112-61-00-00-00 SALARIES	22,000.00	82,270.47	73,073.00	54,054.45	78,198.00	
731 1-2-117-61-00-00-00 SALARY - IT	2,139.91	2,204.28	2,256.00	1,673.28	2,298.00	
732 1-2-131-61-00-00-00 EMPLOYER CONTRIBUTIONS (ALL)	29,831.08	32,568.63	35,400.00	28,208.65	42,143.00	
733 1-2-211-61-00-00-00 MILEAGE	6,685.41	1,081.67	4,000.00	160.33	6,000.00	
734 1-2-212-61-00-00-00 MEALS & LODGINGS	9,205.41	728.03	7,000.00	67.33	8,500.00	
735 1-2-214-61-00-00-00 INDIV MEMBERSHIP & CONF FEES	483.22	735.51	600.00	270.00	4,000.00	
736 1-2-217-61-00-00-00 TELEPHONE/CELL	669.39	1,666.62	1,500.00	663.73	1,500.00	
737 1-2-221-61-00-00-00 ADVERTISING	11,057.30	6,820.74	8,000.00	8,576.23	8,000.00	
738 1-2-229-61-00-00-00 OTHER INFORMATION	172.75	25.00	300.00	38.87	300.00	
1-2-230-61-00-00-00 CONSULTING SERVICES	54,295.81	76,396.82	25,000.00	16,600.58	246,300.00	SURVEY COSTS, REC LEASE, BOAT LAUNCH, MONS LAKE, BONNIE LAKE BOAT LAUNCH, ROAD CLOSURE, HILLSIDE ACRES ACCESS REQUEST, ACP DEV STANDARDS
739						HANMORE LAKE
740 1-2-234-61-00-61-00 CONTRACTOR -ASP	0.00	0.00	0.00	0.00		
741 1-2-234-61-00-62-00 CONTRACTOR - MDP/LUB	0.00	0.00	0.00	0.00		
742 1-2-241-61-00-00-00 TRAINING/WORKSHOPS	10,047.29	4,779.85	9,000.00	7,028.57	9,000.00	
743 1-2-242-61-00-00-00 COMPUTER PROGRAMMING	948.00	1,060.20	2,000.00	1,007.00	2,000.00	
744 1-2-271-61-00-00-00 LICENSE & PERMIT	19,538.85	43,095.04	26,010.00	10,602.54	25,000.00	
745 1-2-274-61-00-00-00 INSURANCE	178.09	187.71	160.00	151.44	160.00	
746 1-2-517-61-00-00-00 COMPUTER PURCH/SUPPLIES	2,308.40	1,922.40	0.00	0.00	500.00	
747 1-2-151-61-00-17-00 REGULAR MEETINGS	701.49	0.00	4,500.00	448.35	4,500.00	
748 1-2-211-61-00-17-00 MILEAGE	204.65	0.00	700.00	0.00	250.00	
749 Location 00 General:	300,670.95	348,942.23	292,742.00	203,733.83	341,585.00	102.08%
750 Location: 01 DIVISION 1						
751 1-2-211-61-01-00-00 MILEAGE	430.57	94.28	311.00	141.44	311.00	
752 1-2-212-61-01-00-00 MEALS & LODGING	247.14	0.00	262.00	15.78	262.00	
753 1-2-214-61-01-00-00 INDIV MEMBERSHIP & CONF FEES	575.00	0.00	728.00	0.00	728.00	
754 Location 01 DIVISION 1:	1,252.71	94.28	1,301.00	157.22	1,301.00	0.00%
755 Location: 02 DIVISION 2						
756 1-2-211-61-02-00-00 MILEAGE	0.00	0.00	311.00	0.00	311.00	
757 1-2-212-61-02-00-00 MEALS & LODGING	0.00	0.00	262.00	15.78	262.00	
758 1-2-214-61-02-00-00 INDIV MEMBERSHIP & CONF FEES	750.00	0.00	728.00	0.00	728.00	
759 Location 02 DIVISION 2:	750.00	0.00	1,301.00	15.78	1,301.00	0.00%
760 Location: 03 DIVISION 3						
761 1-2-211-61-03-00-00 MILEAGE	0.00	0.00	311.00	0.00	311.00	
762 1-2-212-61-03-00-00 MEALS & LODGING	0.00	0.00	262.00	15.78	262.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
763 1-2-214-61-03-00-00 INDIV MEMBERSHIP & CONF FEES	750.00	0.00	728.00	0.00	728.00	
764 Location 03 DIVISION 3:	750.00	0.00	1,301.00	15.78	1,301.00	0.00%
765 Location: 04 DIVISION 4						
766 1-2-211-61-04-00-00 MILEAGE	3.14	3.14	311.00	3.30	311.00	
767 1-2-212-61-04-00-00 MEALS & LODGING	0.00	20.00	262.00	35.78	262.00	
768 1-2-214-61-04-00-00 INDIV MEMBERSHIP & CONF FEES	575.00	0.00	728.00	0.00	728.00	
769 Location 04 DIVISION 4:	578.14	23.14	1,301.00	39.08	1,301.00	0.00%
770 Location: 05 DIVISION 5						
771 1-2-211-61-05-00-00 MILEAGE	60.76	30.38	311.00	0.00	311.00	
772 1-2-212-61-05-00-00 MEALS & LODGING	20.00	0.00	262.00	15.78	262.00	
773 1-2-214-61-05-00-00 INDIV MEMBERSHIP & CONF FEES	575.00	0.00	728.00	0.00	728.00	
774 Location 05 DIVISION 5:	655.76	30.38	1,301.00	15.78	1,301.00	0.00%
775 Function 61 PLANNING & DEVELOPMENT:	304,657.56	349,090.03	299,247.00	203,977.47	548,090.00	99.86%
776 Function: 62 AGRICULTURAL SERVICES						
777 Location: 00 General						
778 1-2-110-62-00-00-00 SALARIES - COUNTY MANAGER	15,157.60	-11,142.40	16,107.00	11,966.72	16,660.00	
779 1-2-111-62-00-00-00 MANAGER - AG SERVICES	91,637.86	100,168.57	103,602.00	76,201.83	104,618.00	
780 1-2-113-62-00-00-00 OFFICE STAFF (CLERICAL)	42,132.93	42,577.36	43,791.00	32,474.96	44,028.00	
781 1-2-115-62-00-00-00 JANITOR	5,529.33	5,264.52	5,235.00	3,879.95	5,159.00	
782 1-2-116-62-00-00-00 ASSISTANT AGRICULTURAL FIELDMA	75,106.46	71,573.46	75,412.00	55,059.39	75,615.00	
783 1-2-117-62-00-00-00 SALARY -IT	8,559.75	8,817.00	9,024.00	6,693.21	9,192.00	
784 1-2-119-62-00-00-00 OTHER SALARIES	-65.75	0.00	0.00	0.00	0.00	
785 1-2-120-62-00-00-00 WAGES	-85.02	0.00	0.00	0.00	0.00	
786 1-2-126-62-00-00-00 GRASS CUTTING	-456.98	-93.79	0.00	0.00	0.00	
787 1-2-131-62-00-00-00 EMPLOYER CONTRIBUTIONS (ALL)	68,844.30	57,636.81	58,229.00	45,423.41	58,713.00	
788 1-2-211-62-00-00-00 MILEAGE	175.18	0.00	100.00	0.00	0.00	
789 1-2-212-62-00-00-00 MEALS & LODGINGS	3,172.94	69.54	5,500.00	159.52	5,300.00	
790 1-2-214-62-00-00-00 INDIV MEMBERSHIP & CONF FEES	318.00	2,481.90	2,000.00	1,881.44	2,000.00	
791 1-2-217-62-00-00-00 TELEPHONE	1,796.12	3,340.45	2,550.00	1,335.17	1,500.00	
792 1-2-218-62-00-00-00 FAX/INTERNET/SECURITY	73.32	73.32	500.00	60.08	500.00	
793 1-2-221-62-00-00-00 ADVERTISING	775.00	830.00	300.00	120.00	300.00	
794 1-2-223-62-00-00-00 SUBSCRIPTIONS & PUBLICATIONS	146.00	190.38	200.00	214.33	200.00	
795 1-2-225-62-00-00-00 FREIGHT & POSTAGE	2,834.29	3,524.17	3,060.00	3,189.88	3,060.00	
796 1-2-229-62-00-00-00 ASB EXTENSION/P.R.	62,371.28	56,817.13	58,000.00	58,047.17	60,000.00	
797 1-2-230-62-00-00-00 CONSULTING SERVICES	0.00	0.00	1,530.00	0.00	1,530.00	
798 1-2-241-62-00-00-00 TRAINING/WORKSHOP	2,530.00	2,374.00	7,000.00	4,329.58	8,000.00	
799 1-2-242-62-00-00-00 COMPUTER PROGRAMMING	6,747.00	7,910.40	7,650.00	2,833.15	7,650.00	
800 1-2-252-62-00-00-00 REP/MAINT BUILDINGS	50.00	298.95	0.00	0.00	0.00	
801 1-2-256-62-00-00-00 REP/MAINT OTHER	0.00	0.00	250.00	50.00	250.00	
802 1-2-263-62-00-00-00 RENT/LEASE EQUIPMENT	2,942.72	3,125.21	4,413.00	2,343.33	4,413.00	
803 1-2-269-62-00-00-00 OTHER RENTALS & LEASES	1,842.79	50.00	2,064.00	0.00	2,064.00	
804 1-2-271-62-00-00-00 LICENCES & PERMITS	1,045.38	81.12	1,000.00	132.57	1,000.00	
805 1-2-274-62-00-00-00 INSURANCE	9,507.37	10,885.01	10,000.00	7,218.56	10,000.00	
806 1-2-279-62-00-00-00 OTHER MISCELLANEOUS SERVICES	35.36	-326.74	0.00	28.59	0.00	
807 1-2-510-62-00-00-00 GENERAL SUPPLIES	245.07	172.69	2,040.00	0.00	2,040.00	
808 1-2-511-62-00-00-00 OFFICE SUPPLIES	2,573.63	2,041.09	2,400.00	1,618.23	2,200.00	
809 1-2-512-62-00-00-00 CLOTHING SUPPLIES	1,481.32	1,587.58	2,575.00	3,509.76	3,000.00	
810 1-2-514-62-00-00-00 FOOD SUPPLIES	709.76	524.98	1,030.00	353.90	1,030.00	
811 1-2-517-62-00-00-00 COMPUTER PURCH/SUPPLIES	2,649.41	1,389.43	3,060.00	445.50	3,060.00	
812 1-2-530-62-00-00-00 EQUIPMENT & VEHICLE SUPPLIES	0.00	0.00	0.00	104.00	0.00	
813 1-2-533-62-00-00-00 FUEL AND PRODUCTS	28,787.97	20,790.43	33,293.00	21,987.53	29,500.00	
814 1-2-537-62-00-00-00 STEEL	24.39	0.00	1,000.00	0.00	500.00	
815 1-2-541-62-00-00-00 WATER	232.75	202.90	270.00	162.72	270.00	
816 1-2-542-62-00-00-00 GAS	947.24	999.84	1,450.00	615.50	1,450.00	
817 1-2-543-62-00-00-00 ELECTRICITY	2,085.06	2,189.87	2,300.00	1,452.54	2,300.00	
818 1-2-544-62-00-00-00 GARBAGE	205.08	205.08	220.00	136.72	220.00	
819 1-2-551-62-00-00-00 PEST CONTROL CHEMICAL	-9,946.00	0.00	0.00	0.00	0.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
820 1-2-555-62-00-00-00 PEST & WEED CONTROL SUPPLIES	6.68	15.36	0.00	0.00	0.00	
821 1-2-562-62-00-00-00 VEHICLE PARTS	30,304.10	26,222.38	30,000.00	20,225.34	18,000.00	
822 1-2-589-62-00-00-00 OTHER MISCELLANEOUS GOODS	24.78	116.98	510.00	151.71	500.00	
823 1-2-891-62-00-00-00 AMMORTIZATION EXPENSE	51,115.96	55,769.13	52,000.00	0.00	52,000.00	
824 Location 00 General:	514,170.43	478,754.11	549,665.00	364,406.29	538,022.00	-2.12%
825 Location 65 Mowing						
1-2-126-62-00-64-00 GRASS CUTTING	61,515.19	72,703.59	78,846.00	75,209.35	100,690.00	COUNCIL PROPOSED INCREASE MOWING PROGRAM & CONFIRMED BY NEW COUNCIL
826						
827 1-2-131-62-00-64-00 EMPLOYER CONTRIBUTIONS (ALL)	0.00	4,075.61	15,769.00	12,536.58	10,069.00	
828 1-2-533-62-00-64-00 FUEL AND PRODUCTS	0.00	373.72	0.00	512.11	500.00	
829 1-2-562-62-00-64-00 VEHICLE PARTS	0.00	9,795.50	0.00	11,516.97	12,000.00	
830 Location 65 Mowing	61,515.19	86,948.42	94,615.00	99,775.01	123,259.00	30.27%
831 Location 65 Environmental Services						
832 1-2-112-62-00-65-00 SALARIES	-103.92	0.00	0.00	0.00	0.00	
833 1-2-290-62-00-65-00 AWARENESS	0.00	0.00	0.00	160.00	0.00	
834 Location 65 Environmental Services	-103.92	0.00	0.00	160.00	0.00	#DIV/0!
835 Location 65 Weed Control						
836 1-2-120-62-00-67-00 WAGES	14,878.72	6,165.99	46,980.00	29,456.20	43,848.00	
837 1-2-131-62-00-67-00 EMPLOYER CONTRIBUTIONS (ALL)	1,021.89	429.48	8,926.00	2,097.94	4,385.00	
838 1-2-211-62-00-67-00 MILEAGE	0.00	0.00	0.00	0.00	0.00	
839 1-2-551-62-00-67-00 WEED CONTROL CHEMICAL	65,731.58	23,294.57	80,000.00	31,073.33	50,000.00	LESS CHEMICAL BEING USED
840 Location 65 Weed Control	81,632.19	29,890.04	135,906.00	62,627.47	98,233.00	-27.72%
841 Location 65 Beaver Control						
842 1-2-120-62-00-68-00 WAGES	35,026.61	39,479.37	48,960.00	26,387.29	57,000.00	POSITION INCREASED TO FULL TIME YEAR ROUND FOR 1 YEAR TRIAL
843 1-2-131-62-00-68-00 EMPLOYER CONTRIBUTIONS (ALL)	2,551.95	2,823.44	9,792.00	1,926.43	13,110.00	
844 1-2-234-62-00-68-00 CONSULTING/CONTRACT	22,491.90	7,532.07	0.00	0.00	0.00	
845 1-2-510-62-00-68-00 GENERAL SUPPLIES		1,736.17	5,000.00	5,433.05	5,000.00	
846 1-2-555-62-00-68-00 EXPLOSIVES	9,341.09	6,408.99	10,000.00	1,047.11	7,500.00	
847 1-2-589-62-00-68-00 BEAVER TAILS	3,730.00	615.00	12,250.00	720.00	12,764.00	
848 Location 65 Beaver Control	73,141.55	58,595.04	86,002.00	35,513.88	95,374.00	10.90%
849 Location 65 Gopher Control						
850 1-2-551-62-00-69-00 PESTICIDES, ETC.	0.00	0.00	0.00	0.00	0.00	
851 1-2-555-62-00-69-00 OTHER GOODS - GOPHER TAILS	505.00	504.00	504.00	457.00	500.00	
852 Location 65 Gopher Control	505.00	504.00	504.00	457.00	500.00	-0.79%
853 Location: 01 DIVISION 1						
854 1-2-211-62-01-00-00 MILEAGE	891.53	101.62	1,030.00	141.42	1,030.00	
855 1-2-212-62-01-00-00 MEALS & LODGINGS	220.00	0.00	1,030.00	30.00	1,030.00	
856 1-2-213-62-01-00-00 CONVENTION ALLOWANCE	80.00	0.00	1,100.00	0.00	1,100.00	
857 Location 01 DIVISION 1:	1,191.53	101.62	3,160.00	171.42	3,160.00	0.00%
858 Location: 02 DIVISION 2						
859 1-2-211-62-02-00-00 MILEAGE	408.57	26.19	1,030.00	52.38	1,030.00	
860 1-2-212-62-02-00-00 MEALS & LODGINGS	210.00	0.00	1,030.00	0.00	1,030.00	
861 1-2-213-62-02-00-00 CONVENTION ALLOWANCE	80.00	0.00	1,100.00	0.00	1,100.00	
862 Location 02 DIVISION 2:	698.57	26.19	3,160.00	52.38	3,160.00	0.00%
863 Location: 03 DIVISION 3						
864 1-2-211-62-03-00-00 MILEAGE	750.53	39.29	1,030.00	15.72	1,030.00	
865 1-2-212-62-03-00-00 MEALS & LODGINGS	269.81	10.00	1,030.00	10.00	1,030.00	
866 1-2-213-62-03-00-00 CONVENTION ALLOWANCE	80.00	0.00	1,100.00	0.00	1,100.00	
867 Location 03 DIVISION 3:	1,100.34	49.29	3,160.00	25.72	3,160.00	0.00%
868 Location: 04 DIVISION 4						
869 1-2-211-62-04-00-00 MILEAGE	18.85	9.42	1,030.00	15.71	1,030.00	
870 1-2-212-62-04-00-00 MEALS & LODGINGS	40.00	0.00	1,030.00	20.00	1,030.00	
871 1-2-213-62-04-00-00 CONVENTION ALLOWANCE	80.00	0.00	1,100.00	0.00	1,100.00	
872 Location 04 DIVISION 4:	138.85	9.42	3,160.00	35.71	3,160.00	0.00%
873 Location: 05 DIVISION 5						
874 1-2-211-62-05-00-00 MILEAGE	60.76	121.52	1,030.00	110.52	1,030.00	
875 1-2-212-62-05-00-00 MEALS & LODGINGS	205.19	0.00	1,030.00	60.38	1,030.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
876 1-2-213-62-05-00-00 CONVENTION ALLOWANCE	80.00	0.00	1,100.00	0.00	1,100.00	
877 Location 05 DIVISION 5:	345.95	121.52	3,160.00	170.90	3,160.00	0.00%
878 Function 62 AGRICULTURAL SERVICES:	734,335.68	654,999.65	882,492.00	563,395.78	871,188.00	-1.28%
879 Function: 65 ECONOMIC DEVELOPMENT						
880 Location: 00 General						
881 1-2-154-65-00-00-00 MEETINGS	0.00	3,415.00	0.00	2,100.00	5,000.00	
882 1-2-211-65-00-00-00 MILEAGE	869.51	589.69	500.00	240.66	500.00	
883 1-2-212-65-00-00-00 MEALS & LODGINGS		20.00	0.00	80.76	0.00	
884 1-2-214-65-00-00-00 ALBERTA HUB	0.00	0.00	5,000.00	0.00	0.00	
885 1-2-221-65-00-00-00 ADVERTISING	6,500.00	0.00	1,000.00	0.00	1,000.00	
886 Location: 00 General	7369.51	4024.69	6500	2421.42	6500	0.00%
887 Location: 00 Victoria District Economic Development						
888 1-2-221-65-00-63-00 ADVERTISING		1,557.56	0.00	1,152.00	1,500.00	
889 1-2-222-65-00-63-00 PRINTING & BINDING		0.00	0.00	0.00	0.00	
890 1-2-230-65-00-63-00 CONSULTING SERVICES		30,000.00	0.00	20,000.00	35,000.00	FUNDED FROM RESESERVES CARRIED FORWARD FROM 2020
891 1-2-232-65-00-63-00 LEGAL FEES		59,613.14	0.00	2,362.80	33,500.00	
892 1-2-510-65-00-63-00 GENERAL SUPPLIES		0.00	0.00	0.00	0.00	
893 Location: 00 Victoria District Economic Development	0	91170.7	0	23514.8	70000	#DIV/0!
894 Location: 80 Doctor Recruitment/Retention						
895 1-2-279-65-00-80-00 DOCTOR RECRUITMENT/RETENTION	92,816.47	75,640.00	0.00	28,216.04	20,000.00	
896 Location: 80 Doctor Recruitment/Retention	92816.47	75640	0	28216.04	20000	#DIV/0!
897 Location: 00 Regional Community Development Committes						
898 1-2-111-65-00-85-00 MANAGER - EC DEV	0.00	0.00	0.00	0.00	0.00	
899 1-2-117-65-00-85-00 SALARY - IT	2,139.91	2,204.28	2,500.00	1,673.28	2,298.00	
900 1-2-131-65-00-85-00 EMPLOYER CONTRIBUTIONS (ALL)	481.79	482.98	500.00	389.73	529.00	
901 1-2-211-65-00-85-00 MILEAGE	6,062.80	1,809.24	2,000.00	456.43	3,100.00	
902 1-2-212-65-00-85-00 MEALS & LODGINGS	2,146.69	480.43	1,500.00	0.00	1,900.00	
903 1-2-214-65-00-85-00 INDIV MEMBERSHIP & CONF FEES	0.00	0.00	0.00	0.00	0.00	
904 1-2-217-65-00-85-00 TELEPHONE	1,110.00	1,200.00	650.00	500.00	0.00	
905 1-2-221-65-00-85-00 ADVERTISING	13,686.64	6,361.42	7,500.00	4,426.56	8,500.00	
906 1-2-224-65-00-85-00 MEMBERSHIP FEES	146.25	0.00	0.00	0.00	0.00	THIS BUDGET WILL CHANGE DEPENDING ON WHAT THE RCDC COMMITTEE APPROVES
907 1-2-230-65-00-85-00 CONSULTING SERVICES	0.00	455.00	18,600.00	952.38	0.00	
908 1-2-241-65-00-85-00 TRAINING / CONVENTIONS	1,418.11	1,850.12	1,500.00	1,216.00	1,500.00	
909 1-2-242-65-00-85-00 COMPUTER PROGRAMMING	183.00	324.29	0.00	0.00	0.00	
910 1-2-279-65-00-85-00 GENERAL SERVICES PURCHASED	0.00	0.00	0.00	0.00	0.00	
911 1-2-280-65-00-85-00 CONTRACT	72,527.01	81,499.98	64,000.00	49,000.00	75,000.00	
912 1-2-510-65-00-85-00 GENERAL SUPPLIES	680.70	207.55	750.00	181.37	500.00	
913 1-2-517-65-00-85-00 COMPUTER PURCH/SUPPLIES	2,598.20	312.00	500.00	0.00	1,673.00	
914 1-2-589-65-00-85-00 OTHER GOODS PURCHASED	2,181.53	36.74	0.00	79.98	0.00	
915 1-2-762-65-00-85-00 CONTRIBUTED TO CAPITAL	0.00	0.00	0.00	0.00	0.00	
916 Location: 00 Regional Community Development Committes	105,362.63	97,224.03	100,000.00	58,875.73	90,000.00	-10.00%
917 Location: 00 Foundation						
918 1-2-151-65-00-87-00 MEETINGS	0.00	0.00	400.00	0.00	0.00	
919 1-2-211-65-00-87-00 MILEAGE	0.00	0.00	600.00	0.00	600.00	
920 1-2-212-65-00-87-00 MEALS & LODGING	0.00	0.00	0.00	0.00	400.00	
921 Location: 00 Foundation	0.00	0.00	1,000.00	0.00	1,000.00	0.00%
922 Function 65 ECONOMIC DEVELOPMENT:	205,548.61	268,059.42	107,500.00	113,027.99	187,500.00	74.42%
923 Function: 72 PARKS & RECREATION						
924 Location: 00 General						
925 1-2-111-72-00-00-00 MANAGER - RECREATION	10,270.85	10,218.00	10,278.00	7,633.44	22,257.00	CHANGE IN MANAGER ALLOCATION
926 1-2-120-72-00-00-00 WAGES	65,363.30	21,599.04	60,675.00	0.00	61,340.00	
927 1-2-127-72-00-00-00 PART-TIME STEP	32,451.45	34,676.40	32,100.00	31,684.20	32,100.00	
928 1-2-128-72-00-00-00 OTHER WAGES	60,875.38	55,514.70	61,340.00	41,655.94	61,340.00	
929 1-2-131-72-00-00-00 EMPLOYER CONTRIBUTIONS (ALL)	25,373.40	18,494.05	31,235.00	11,546.36	39,385.00	
930 1-2-217-72-00-00-00 TELEPHONE, TELEGRAPH	600.00	0.00	600.00	0.00	600.00	
931 1-2-221-72-00-00-00 ADVERTISING	0.00	677.35	1,000.00	0.00	1,000.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
932 1-2-230-72-00-00-00 CONSULTING SERVICES	0.00	0.00	0.00	2,000.00	0.00	
933 1-2-253-72-00-00-00 REP/MAINT MACH & EQUIP	0.00	0.00	0.00	19.95	0.00	
934 1-2-256-72-00-00-00 REP/MAINT OTHER	1,575.00	2,450.00	3,000.00	147.42	3,000.00	
935 1-2-271-72-00-00-00 LICENCES & PERMITS	204.38	126.07	100.00	82.57	100.00	
936 1-2-274-72-00-00-00 INSURANCE	5,863.08	7,517.52	6,000.00	7,989.92	6,000.00	
937 1-2-279-72-00-00-00 OTHER GENERAL SERVICES	0.00	0.00	2,000.00	0.00	2,000.00	
938 1-2-510-72-00-00-00 GENERAL SUPPLIES	6,373.82	87.43	2,000.00	156.00	2,000.00	
939 1-2-513-72-00-00-00 JANITORIAL SUPPLIES	271.20	785.00	1,000.00	1,017.53	1,000.00	
940 1-2-520-72-00-00-00 CONST & MAINT MATERIALS	743.06	945.73	7,500.00	692.37	8,000.00	
941 1-2-523-72-00-00-00 POSTS & LUMBER	1,649.59	3,231.84	1,000.00	92.50	2,000.00	
942 1-2-530-72-00-00-00 EQUIPMENT & VEHICLE SUPPLIES	23,393.46	14,384.12	24,000.00	10,165.66	24,000.00	
943 1-2-537-72-00-00-00 STEEL	0.00	1,929.51	500.00	0.00	300.00	
944 1-2-561-72-00-00-00 MACHINERY PARTS	6,253.14	2,084.31	5,000.00	712.26	5,000.00	
945 1-2-562-72-00-00-00 VEHICLE PARTS	5,220.58	3,451.00	5,500.00	2,579.74	5,000.00	
946 1-2-589-72-00-00-00 OTHER GOODS PURCHASED	2,771.85	215.79	3,000.00	91.93	3,000.00	
947 1-2-701-72-00-00-00 ORGANIZATIONS ETC	95,000.00	107,881.00	95,000.00	95,000.00	95,000.00	
948 1-2-891-72-00-00-00 AMMORTIZATION EXPENSE	60,358.67	50,299.10	61,000.00	0.00	61,000.00	
949 Location: 00 General	404,612.21	336,567.96	413,828.00	213,267.79	435,622.00	5.27%
950 Location: 00 Municor Trail						
951 1-2-256-72-00-12-00 REP/MAINT OTHER	0.00	0.00	500.00	0.00	500.00	
952 1-2-279-72-00-12-00 OTHER GENERAL SERVICES	0.00	1,377.48	500.00	0.00	1,000.00	
953 1-2-523-72-00-12-00 POSTS/GATES- TRAIL	0.00	0.00	500.00	0.00	500.00	
954 1-2-526-72-00-12-00 SIGNS	2,175.00	1,331.04	1,500.00	1,262.79	500.00	
955 1-2-569-72-00-12-00 PARTS & STOCK	0.00	0.00	0.00	2,657.10	0.00	
956 Location: 00 Municor Trail	2,175.00	2,708.52	3,000.00	3,919.89	2,500.00	-16.67%
957 Location: 25 Hanmore						
958 1-2-217-72-00-25-00 TELEPHONE, TELEGRAPH	795.36	794.80	800.00	529.84	800.00	
959 1-2-256-72-00-25-00 REP/MAINT OTHER	6,725.00	525.00	1,500.00	525.00	1,000.00	
960 1-2-269-72-00-25-00 OTHER RENTALS & LEASES	753.25	225.00	300.00	0.00	0.00	
961 1-2-279-72-00-25-00 OTHER GENERAL SERVICES	0.00	0.00	500.00	0.00	0.00	
962 1-2-513-72-00-25-00 JANITORIAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	
963 1-2-520-72-00-25-00 CONST & MAINT MATERIALS	3,917.35	355.20	1,000.00	21.99	0.00	
964 1-2-526-72-00-25-00 ROAD SIGNS	0.00	0.00	1,500.00	0.00	500.00	
965 1-2-543-72-00-25-00 ELECTRICITY	558.34	556.32	700.00	392.49	700.00	
966 Location: 25 Hanmore	12,749.30	2,456.32	6,300.00	1,469.32	3,000.00	-52.38%
967 Function 72 PARKS & RECREATION:	419,536.51	341,732.80	423,128.00	218,657.00	441,122.00	4.25%
968 Function: 74 CULTURE						
969 1-2-211-74-00-75-00 MILEAGE	1,441.70	0.00	0.00	0.00	0.00	
970 1-2-718-74-00-75-00 GOODS PURCH - LEVY	25,348.30	25,742.06	25,750.00	25,742.06	25,750.00	
971 1-2-211-74-00-76-00 MILEAGE	0.00	1,038.30	0.00	429.73	0.00	
972 1-2-212-74-00-76-00 MEALS & LODGING	0.00	0.00	2,000.00	0.00	2,000.00	
973 1-2-221-74-00-76-00 ADVERTISING	9,380.16	9,653.36	0.00	0.00	0.00	
974 1-2-234-74-00-76-00 OTHER PROFESSIONAL SERVICES	6,863.21	1,240.91	0.00	13,129.82	0.00	
975 1-2-701-74-00-76-00 GRANTS TO NON-GOVT ORGANIZATIO	0.00	11,950.00	13,000.00	0.00	13,000.00	
976 Function 74 CULTURE:	43,033.37	49,624.63	40,750.00	39,301.61	40,750.00	0.00%
977 Function: 81 REQUISITIONS						
978 Location: 00 General						
979 1-2-910-81-00-00-00 SMOKY LAKE FOUNDATION	502,965.00	482,894.00	468,251.00	468,927.00	468,927.00	
980 1-2-911-81-00-00-01 SCHOOL RESIDENTIAL & FARMLAND	889,866.00	900,457.21	918,240.00	916,127.02	916,127.00	
981 1-2-911-81-00-00-02 SCHOOL NON-RESIDENTIAL	1,035,497.23	1,059,825.90	1,070,951.00	1,070,958.04	1,070,958.00	
982 1-2-912-81-00-00-02 D.I.P.	24,870.72	23,885.76	22,873.00	0.00	22,873.00	
983 Function 81 REQUISITIONS:	2,453,198.95	2,467,062.87	2,480,315.00	2,456,012.06	2,478,885.00	-0.06%
984 Function: 97 CONTINGENCY						
985 Location: 00 General						
986 1-2-941-97-00-00-00 CONTINGENCY	0.00	0.00	35,288.00	0.00	285.00	
987 Function 97 CONTINGENCY:	0.00	0.00	35,288.00	0.00	285.00	

Account	2019 Actual	2020 Actual	2021 Budget	Actual To Sept, 2021	2022 revised Budget	
988 Function: 99 Function 99 description						
989 TOTAL EXPENSES	16,328,815.83	15,913,576.96	16,810,038.00	11,084,878.71	16,728,258.00	8.11%
990 DEFICIT (SURPLUS)	1,316,420.34	-373,783.97	680,936.79	-2,263,459.82	856,551.00	
991						
992 back off ammortization	-2,093,954.40	-2,096,836.32	-2,059,800.00		-2,026,800.00	
993 Operating Deficit (Surplus)	-777,534.06	-2,470,620.29	-1,378,863.21	-2,263,459.82	-1,170,249.00	



4.16.21

2021 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 594 between RR 174- RR 174A	P1814	1	0.5		\$65,000.00	\$80,598.71	MSI/MO
Twp 594 between RR 174A- RR 175	P1815	1	0.5		\$65,000.00	\$37,322.90	MSI/MO
Twp 594 between RR 175- RR 180	P1915	2	1		\$135,000.00	\$105,332.57	MSI/MO
		4		Total	\$265,000.00	\$223,254.18	

CHIP-SEAL							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 170 between Twp 600- Twp 601	FM2114	2	1		\$67,160.00	\$61,241.89	MSI/MO
RR 170 between Twp 601A- Twp 602	FM2124	1	0.5		\$33,580.00	\$31,731.79	MSI/MO
Twp 612 between Hwy 855- RR 174	FM2014	2	1	#1141-20	\$70,500.00	\$67,022.26	MSI/MO
		5		Total	\$171,240.00	\$159,995.94	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 124 between Twp 601- Twp 603A	MG2111	4	2.5		\$40,000.00	\$22,192.33	MSI/MO
Twp 620 between RR 135- RR 141	MG2121	3	2		\$50,000.00	\$67,133.87	MSI/MO
Twp 602 between Hwy 36- RR 140	MG2131	5	3		\$75,000.00	\$32,680.04	MSI/MO
RR 122 between Twp 591- Twp 592	MG2141	2	1		\$25,000.00	\$9,507.55	MSI/MO
Twp 590 between RR174(n)-RR 180(s)	MG2113	2	1.25		\$28,000.00	\$17,081.29	MSI/MO
Twp 595A between RR 171- Hwy 28	MG2114	3.5	2.25		\$50,000.00	\$26,614.79	MSI/MO
Twp 602 between Hwy 855- RR 172	MG2124	2	1		\$20,000.00	\$9,334.90	MSI/MO
RR 181 between Twp 604- Twp 605	MG2115	2	1		\$30,000.00	\$46,795.49	MSI/MO
		23.5		Total	\$318,000.00	\$231,340.26	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 583A between RR 130- RR 131	C2112	6	0.5		\$60,000.00	\$48,808.72	MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1		\$130,000.00	\$1,079.61	
		18		Total	\$190,000.00	\$49,888.33	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2023	4	5.5		\$121,000.00	\$87,978.40	Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2033	3	2		\$44,000.00	\$26,529.44	Aggregate Reserve
		7		Total	\$165,000.00	\$114,507.84	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	41.0	6,861.0	\$144,081.00	6,836.08	\$160,732.71	RTG
218.5	PW46	82.0	13,009.0	\$299,207.00	12,307.19	\$302,054.68	RTG
159.5	PW47	32.5	5,132.0	\$71,848.00	4,974.54	\$102,523.71	RTG
167	PW48	37.0	5,818.5	\$87,277.50	5,058.08	\$97,994.66	RTG
219	PW49	53.0	8,423.0	\$126,345.00	7,603.14	\$147,074.48	RTG
908		245.5	39,243.5	\$728,758.50	36,779.03	\$810,380.24	
Contingency:			5,000.00	\$90,000.00	3,504.05	\$74,241.25	
Total			44,243.50	\$818,758.50			
Road Repair PW90:					15,426.57	\$331,108.48	Unbudgeted- Cost of gravel only

Five-Year Road Plan: Year 2020-2025



2022 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 181 between TWP 604- TWP 605	P2215	5	1		\$350,000.00		MSP 260,000.00
		5		Total	\$350,000.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 592 between RR 145- RR 150	R2212	2	1		\$22,000.00		MSI/MO
Twp 592 between RR 142- RR 143	R2222	2	1		\$22,000.00		MSI/MO
Methodist Cemetery Road	R2213	1	140 m		\$6,171.00		MSI/MO
Metis Cemetery Road	R2223	1.5	250 m		\$6,692.40		MSI/MO
RR 155 between Twp 601A- Twp 610	R2614	6	4.5		\$103,000.00		MSI/MO
Twp 594 between RR 194A- RR 200	R1425	2.5	1.5		\$35,000.00		MSI/MO
RR 191 between Twp 602- Twp 604	R1525	3	2		\$45,000.00		MSI/MO
Twp 602 between RR 195- RR 200	R2215	1.5	1		\$22,000.00		MSI/MO
		19.5		Total	\$261,863.40	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2211	4	3		\$75,000.00		MSI/MO
RR 130 between Twp 603- Twp 604	MG2221	2	1		\$25,000.00		MSI/MO
RR 144 between Twp 590- Hwy 652	MG2212	8	6		\$84,000.00		MSI/MO
Twp 592 between RR 183- RR 182A	MG2233	1	0.5		\$10,000.00		MSI/MO
Twp 590 between Hwy 855- RR 170	MG2243	5	3.25		\$60,000.00		MSI/MO
Twp 590 between RR 174(n)-RR 180(s)	MG2253	2	1.25		\$25,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2214	1	0.5		\$10,000.00		MSI/MO
Twp 600 between RR 181- RR 182	MG2215	2	1		\$25,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2225	2	1.5		\$27,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2235	2	1.5		\$27,000.00		MSI/MO
		29		Total	\$368,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2213	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2223	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	44.5	7,422.50	\$178,140.00			RTG
218.5	PW46	78.5	12,835.00	\$320,875.00			RTG
159.5	PW47	46.5	7,455.50	\$156,565.50			RTG
167	PW48	58	9,218.50	\$184,370.00			RTG
219	PW49	64	10,232.00	\$204,640.00			RTG
908		291.5	47,163.5	\$1,044,590.50			
Contingency:			5,000.00	\$105,000.00			
Total			52,163.50	\$1,149,590.50			
Road Repair PW90:							Unbudgeted- Cost of gravel only

Five-Year Road Plan: Year 2020-2025



2023 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 130 between Twp 604- Twp 610	P2311	4	2		\$270,000.00		MSI/MO
Victoria Tr. between RR 171A- RR 172	P2313	2	0.5		\$65,000.00		MSI/MO
Twp 590 between RR 174(N)- RR 180(s)	P1813	2	1.25		\$150,000.00		MSI/MO
		8		Total	\$485,000.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Victoria Tr. between RR 171A- RR 172	R2313	2	0.5		\$10,000.00		MSI/MO
		2		Total	\$10,000.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 859- RR 144	MG2322	6	4		\$80,000.00		MSI/MO
RR 173 between Twp 584- Twp 583A	MG2333	1	0.5		\$10,000.00		MSI/MO
RR 170 between Twp 590- Twp 592A	MG2343	4	2.5		\$55,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2314	1	0.5		\$13,000.00		MSI/MO
RR 180 between Twp 594- Twp 594A	MG2315	1	0.5		\$15,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2325	2	1.5		\$35,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2335	3	1.5		\$35,000.00		MSI/MO
Twp 604 between RR 191- RR 192A	MG2355	3	1.5		\$50,000.00		MSI/MO
		21		Total	\$293,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 162 between Twp 594- Twp 594A	C2314	3	0.25		\$50,000.00		MSI/MO
		3		Total	\$50,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2313	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2323	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	40	6,767.00	\$162,408.00			RTG
218.5	PW46	81.5	13,148.00	\$328,700.00			RTG
159.5	PW47	38	5,990.00	\$125,790.00			RTG
167	PW48	45.5	7,144.50	\$142,890.00			RTG
219	PW49	66	10,420.00	\$208,400.00			RTG
908		271.0	43,469.5	\$968,188.00			
Contingency:			5,000.00	\$105,000.00			
Total			48,469.50	\$1,073,188.00			
Road Repair PW90:							Unbudgeted- Cost of gravel only

Five-Year Road Plan: Year 2020-2025



2024 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 600 between RR 181- RR 182	P2415	3	1		\$150,000.00		MSI/MO
		3		Total	\$150,000.00	\$0.00	

CHIP-SEAL							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 170 between Hwy 28- Twp 600	FM2414	3	2		\$210,240.00		MSI/MO
		3		Total	\$210,240.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 130 between Twp 610- Twp 611A	MG1841	3	1.5		\$38,000.00		MSI/MO
Twp 590 between RR 143- RR 144	MG1822	1	0.5		\$10,000.00		MSI/MO
RR 143 between Twp 590- Hwy 28	MG1942	6	4		\$100,000.00		MSI/MO
Twp 592 between RR 182A- RR 183	MG2433	1	0.5		\$10,000.00		MSI/MO
RR 183 between Twp 591A- Twp 592	MG2443	2	0.5		\$20,000.00		MSI/MO
Twp 604 between RR 181- RR 183	MG2415	4	2		\$60,000.00		MSI/MO
		17		Total	\$238,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 171 between Twp 590- Twp 591	C2413	13	1		\$140,000.00		MSI/MO
		13		Total	\$140,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2413	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2423	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	38.5	6,517.50	\$156,420.00			RTG
218.5	PW46	79	12,851.00	\$321,275.00			RTG
159.5	PW47	36	5,817.50	\$122,167.50			RTG
167	PW48	41	6,659.50	\$133,190.00			RTG
219	PW49	58	9,296.00	\$185,920.00			RTG
908		252.5	41,141.5	\$918,972.50			
Contingency:			5,000.00	\$105,000.00			
Total			46,141.50	\$1,023,972.50			
Road Repair PW90:							Unbudgeted- Cost of gravel only



2025 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 174 between Twp 612- Twp 613A	P2514	3	1.5		\$200,000.00		MSI/MO
		3		Total	\$200,000.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 174 between Twp 612- Twp 613A	R2514	3	1.5		\$35,000.00		MSI/MO
RR 190 between Hwy 28- Twp 600	R2515	6	3.5		\$85,000.00		MSI/MO
Twp 594 between RR 185- RR 190	R2525	2	1		\$24,000.00		MSI/MO
		11		Total	\$144,000.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2511	5	3		\$75,000.00		MSI/MO
Twp 590 between RR 181(s)- RR 184(s)	MG2533	5	3		\$70,000.00		MSI/MO
RR 163 between Twp 595- Twp 600	MG2514	2	1		\$25,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2524	1	0.5		\$12,000.00		MSI/MO
RR 180 between Hwy 28- Twp 594	MG2515	2	1.5		\$30,000.00		MSI/MO
Twp 612 betwee RR 174A- RR 180	MG2525	2	1.5		\$30,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2535	2	1.5		\$30,000.00		MSI/MO
		19		Total	\$272,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 171 between Twp 591- Twp 592	C2513	13	1		\$140,000.00		MSI/MO
		13		Total	\$140,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2513	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2523	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	46	7,641.00	\$183,384.00			RTG
218.5	PW46	83.5	13,243.00	\$331,075.00			RTG
159.5	PW47	43	6,770.00	\$142,170.00			RTG
167	PW48	51	8,002.50	\$160,050.00			RTG
219	PW49	59	9,359.00	\$187,180.00			RTG
908		282.5	45,015.5	\$1,003,859.00			
Contingency:			5,000.00	\$105,000.00			
Total			50,015.50	\$1,108,859.00			
Road Repair PW90:							<small>(Unbudgeted- Cost of gravel only)</small>

Five-Year Road Plan: Year 2020-2025



2026 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
		#REF!		Total	#REF!	#REF!	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$0.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 144 between Twp 590- Hwy 652	MG2612	8	6		\$90,000.00		MSI/MO
Twp 584 between Hwy 859- RR 144	MG2622	6	4		\$60,000.00		MSI/MO
Twp 592 between RR 183- RR 182A	MG2633	1	0.5		\$12,000.00		MSI/MO
RR 124 between Twp 601- Twp 603A	MG2614	4	2.5		\$50,000.00		MSI/MO
RR 163 between Twp 595- Twp 600	MG2614	2	1		\$30,000.00		MSI/MO
		21		Total	\$242,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 590 between RR 150(s)- RR 150A	C2612	7	0.5		\$60,000.00		MSI/MO
Twp 590 between RR 154(s)- RR 154A	C2622	4	0.25		\$15,000.00		MSI/MO
RR 200 between Twp 592- Twp 593	C1715	12	1		\$130,000.00		MSI/MO
Twp 592 between RR 200- RR 195A	C2615	6	0.5		\$50,000.00		MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1		\$130,000.00		MSI/MO
		12		Total	\$385,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2613	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2623	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	40.5	6,798.50	\$163,164.00			RTG
218.5	PW46	83.5	13,615.00	\$340,375.00			RTG
159.5	PW47	41.5	6,675.50	\$140,185.50			RTG
167	PW48	52.5	8,360.50	\$167,210.00			RTG
219	PW49	70	11,168.00	\$223,360.00			RTG
908		288.0	46,617.5	\$1,034,294.50			
Contingency:				5,000.00			
Total			51,617.50	\$1,139,294.50			
Road Repair PW90:							Unbudgeted- Cost of gravel only

Five-Year Road Plan: Year 2020-2025

4.16.20

**Smoky Lake County
2022 Capital Budget**



Dept	Item #	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Notes
ADMIN	ADMIN BUILDING RESERVE		50,000	50,000	50,000	50,000	
ADMIN	AERIAL PHOTOS RESERVE			35,000	35,000	0	
ADMIN	AERIAL PHOTOS PURCH		100,000			100,000	\$50,000 from reserves
ADMIN	DRONE REPLACEMENT					12,000	
PLAN	HERITAGE SIGNS		15,000	15,000	15,000	15,000	
PLAN	HAMLET WAYFINDING SIGNS		5,000				
PS	FIRE EQUIPMENT REPLACEMENT RESERVE		10,000	10,000	10,000	10,000	
PS	FIRE BUILDING RESERVE			75,000	75,000	75,000	
PS	FIRE APPARATUS RESERVE		162,000	162,000	162,000	162,000	
PS	AUTOMATIC EXTERNAL DEFIBRILLATORS		18,000				
PS	REPLACE 403 WASK FIRE TRUCK			550,000			*500,000 from reserve
PS	REPLACE 401 VILNA FIRE TRUCK					580,000	
PS	REPLACE 407 SMOKY LAKE RESCUE TRUCK				205,000		* from reserve/contribution from Town/sale
PS	REPLACE 445 SMOKY LAKE WATER TRUCK					130,000	* 130,000 from reserve
PS	REPLACE 221 ATV FOR BYLAW		19,890				
PW	GRADER REPLACEMENT (160M) UNIT 502		647,400	750,000	650,000	650,000	400000 from MSI sale 120,000
PW	950H WHEEL LOADER			477,000			keep old loader as well
PW	OLD SHOP IMPROVEMENTS		41,025				
PW	HEADACHE RACK PROJECT - COUNCIL REQUEST						
PW	REPLACE EXCAVATOR 627 Moved to 2023			354,000			sell for 110,000
PW	REBUILD CAT (PREVIOUSLY POSTPONED) 601		350,000				from reserves
PW	SELL PATCHER BOX 160						SELL FOR 20,000
PW	REPLACE TRUCK 108 PLOW TRUCK				95,000		
PW	FLOW FOR 108 REPLACEMENT				12,000		
PW	REPLACE 102 PICKUP TRUCK					60,000	
PW	REPLACE 109 CREW TRUCK			62,000			
PW	REPLACE 111 BELLY DUMP			63,000			
PW	REPLACE 114 STREET SWEEPER (JOINT)			124,800			currently \$55,000 in reserves
PW	REPLACE 121 PACKER TRAILER					5,300	
PW	REPLACE 136 TRAILER			36,400			
PW	REPLACE 137 TRAILER					5,830	
PW	REPLACE 155 OIL TRUCK			169,950			
PW	REPLACE 158 LOWBED						107,000
PW	REPLACE 164 PRESSURE WASHER			15,600			
PW	REPLACE 170 TRUCK				175,000		
PW	REPLACE 180 TRUCK winch truck ok					220,000	
PW	REPLACE 188 FIFTH WHEEL TRUCK				199,680		
PW	REPLACE 194 OIL TRUCK				170,000		
PW	REPLACE 195 DUMP TRUCK SANDER/PLOW			360,000			
PW	REPLACE 197 TRUCK			195,840			
PW	REPLACE 602 BACKHOE LOADER				131,250		
PW	REPLACE 603 CAT RECLAIMER				520,000		*154,000 from reserve
PW	REPLACE 608 ROCK TRUCK			510,880			
PW	REPLACE 609 ROCK TRUCK				511,000		
PW	REPLACE 623 FORKLIFT			10,302			
PW	REPLACE 625 PACKER						192,600
PW	REPLACE 627 EXCAVATOR					509,860	
PW	REPLACE 628 PACKER						192,600
PW	REPLACE 638 CAT COMPACTOR			187,200			
PW	REPLACE CREW TRUCK 117				61,880		
PW	REPLACE TRUCK 101 1/2 ton			61,950			sell truck \$10,000/MSI
PW	REPLACE TRUCK 104			60,112			
PW	REPLACE TRUCK 110 MECHANIC SERVICE TRUCK			61,285			
PW	REPLACE TRUCK 115CREW TRUCK				61,000		
PW	REPLACE TRUCK 116 CREW TRUCK					61,285	
PW	REPLACE TRUCK 119			62,000			
PW	REPLACE TRUCK 122 CREW TRUCK			62,000			
PW	SMOKY LAKE CREEK						
PW	WARSPITE DRAINAGE						
W	REPLACE TRUCK 227			50,985			
W	WATER WELL AT HANMORE LAKE WEST - MOT 97-21		26,000				from reserves
W	SEWER PUMP RESERVE FOR REPLACEMENT		5,000	5,000	5,000	5,000	
WASTE	GARBAGE TRUCK RESERVE TRANSFER		45,000	45,000	45,000	45,000	
AG	REPLACE 454 TRAILER			12,137			
AG	AG RESERVE		40,000				
AG	REPLACE 473/474					65,000	
AG	REPLACE472			155,000			\$50,000 from reserve
AG	REPLACE471				155,000		\$50,000 from reserve
P&R	REPLACE 726				57,750		

**Smoky Lake County
2022 Capital Budget**

Dept	Item #	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Notes
P&R	SHOWER HOUSE					300,000	** try to get 50% grant
P&R	HANMORE LAKE TRAIL	16	500,000				try to get 100% grant
P&R	PIER			12,000			
P&R	TRAILER			11,000			
P&R	PLAYGROUND HANMORE WEST			25,000			*Grant \$25,000
P&R	MONS LAKE RETAINING WALL/BEACH CARRYOVER		20,000				*20,000 from reserve
P&R	REPLACE MOWER			17,340	17,510		
P&R	TRANSFER JOHN DEER AND MOWER FROM PW	17	0				
P&R	PAKAN EMERGENCY BOAT LAUNCH CONCRETE (carry over)		13,000				from reserve
P&R	WARSPITE EMERGENCY BOAT LAUNCH (carry over)		25,000				from reserve.
1078-21	ENTERPRISE 3500 VEHICLE REPL 107		63,000				sell for \$2000
1175-21	ENTERPRISE 1500 VEHICLE REPL 101B, 226A, 239		150,000				return 226A /101B \$80000
MUNICIPAL CAPITAL TOTAL			2,135,425	4,939,671	3,214,070	2,179,275	2,747,485
GAS	INFRASTRUCTURE LINE REPLACEMENT	18	50,000	50,000	50,000	50,000	50,000
GAS	RMO STATION REPLACEMENT PLAN RESERVE	19		70,000		70,000	
GAS	RMO STATION REPLACEMENT PLAN	19	140,000		140,000		140,000 * 70,000 from reserve
GAS	MODEMS FOR RMO	20	22,000	22,000	22,000		* from reserve
GAS	POLESHED FOR PIPE	21	60,000				* from reserve
1078-21	ENTERPRISE 3500 VEHICLE REPL 206		63,000	67,500	135,000	70,000	* from reserve/sell \$12,500
GAS	REPLACE 233 TRAILER					17,000	
GAS	NEW TRUCK BOX	23	9,500	9,500	9,500		* from reserve
GAS	REPLACE AMR READING EQUIPM	24	31,000				
GAS CAPITAL			375,500	219,000	356,500	190,000	207,000
TOTAL DEPARTMENTAL CAPITAL (2020 = \$2,834,172) (2021 = \$3,708,713)			2,510,925	5,158,671	3,570,570	2,369,275	2,954,485
BRIDGE PROJECTS funded from AT & FGT grant			1,003,611	3,207,030	1,783,362	1,783,362	815,000
ROAD			2,068,075	2,122,212	2,164,656	2,164,656	2,207,949
TOTAL CAPITAL			5,582,611	10,487,913	7,518,588	6,317,293	5,977,434
CAPITAL SUMMARY		2021					
	VEHICLES	448,000	285,500	1,476,122	964,810	681,285	950,285
	EQUIPMENT REPLACEMENT	1,442,500	1,068,400	3,063,549	2,018,760	1,170,990	1,052,200
	EQUIPMENT NEW	12,000					
	BRIDGE	602,000	1,003,611	3,207,030	1,783,362	1,783,362	815,000
	LAND IMPROVEMENTS	151,213	578,000	52,000	15,000	15,000	15,000
	ENGINEERING STRUCTURES	1,950,000	2,094,075	2,122,212	2,164,656	2,164,656	2,207,949
	BUILDINGS	1,183,000	241,025	0	140,000	0	440,000
	TRANSFER TO RESERVES	120,000	312,000	467,000	432,000	502,000	397,000
	OTHER	295,000		100,000	0	0	100,000
TOTAL CAPITAL PURCHASES		6,203,713	5,582,611	10,487,913	7,518,588	6,317,293	5,977,434
SOURCES OF FUNDING			0	0	0	0	0
TOTAL FROM RESERVES		1,407,713	1,067,000	600,000	250,000	484,000	260,000
TOTAL FROM GRANTS		3,318,250	2,892,891	2,750,273	1,502,522	871,250	728,750
TOTAL FROM SALE OF ASSETS		240,000	234,500	235,000	150,000	150,000	150,000
TOTAL FROM OPERATIONS		1,237,750	1,388,220	6,902,640	5,616,067	4,812,043	4,838,684

REQUEST FOR DECISION	DATE	December 16, 2021
		Agenda Item # 4.17

TOPIC	STARS (Shock Trauma and Rescue Services) – Funding Request
--------------	--

PROPOSAL	<p>BACKGROUND: Smoky Lake County has been supporting STARS by contributing to fundraisers and donating funds throughout the years since 2004. Historical records from 2008 to 2015 show that a \$1,000.00 donation was made to STARS each year.</p> <p style="text-align: center;">May 19, 2016 – Regular Council Meeting Motion # 713-16: That Smoky Lake County, going forward, annually budget \$5,000.00 per year to the STARS (Shock Trauma and Rescue Services), for a pledge of support based on a per capita basis towards STARS Air Ambulance; and that this year’s pledge of support come out of the 2016 Contingency Budget.</p> <p>Since May 19, 2016 Smoky Lake County has contributed \$5,000.00 annually to STARS.</p> <p>CURRENT: Glenda Farnden, Senior Municipal Relations Liaison, STARS (Shock Trauma and Rescue Services), provided a virtual presentation to Council expressing the funding needs of the organization, and outlined the following information specific to Smoky Lake County:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th>Smoky Lake COUNTY @ November 30, 2021</th> <th>2017</th> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Near Caslan (within Smoky Lake County)</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>1</td> </tr> <tr> <td>Near Gold Creek</td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td>3</td> </tr> <tr> <td>Near Kikino</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>1</td> </tr> <tr> <td>Saddle Lake FN</td> <td></td> <td></td> <td>1</td> <td>4</td> <td>3</td> <td>8</td> </tr> <tr style="color: red;"> <td>Smoky Lake Hospital (critical interfacility transfers)</td> <td>7</td> <td>6</td> <td>7</td> <td>8</td> <td>10</td> <td>38</td> </tr> <tr style="color: red;"> <td>Smoky Lake (scene calls)</td> <td>2</td> <td>6</td> <td>5</td> <td>6</td> <td>3</td> <td>22</td> </tr> <tr> <td>Near Spedden</td> <td></td> <td></td> <td>1</td> <td></td> <td>2</td> <td>3</td> </tr> <tr> <td>Near Viina</td> <td>1</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> <td>6</td> </tr> <tr> <td>Near Waskatenau</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr style="background-color: #003366; color: white;"> <td>TOTAL (avg. 16 missions per year / \$846158K in service value)</td> <td>12</td> <td>14</td> <td>16</td> <td>19</td> <td>22</td> <td>83</td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-around; margin-top: 10px;">   </div> <p style="text-align: center;">STARS - Serving Albertans since 1985. More than 45,000 missions flown, No cost to the patient. A life is saved every day. Partnerships make this possible.</p> <p style="text-align: center;">Thank You, Smoky Lake County Life-saving partners since 2004. <u>Standing Motion for Support</u> \$5000.00 per year For your consideration: One-time matching fleet gift \$5000.00</p>	Smoky Lake COUNTY @ November 30, 2021	2017	2018	2019	2020	2021	TOTAL	Near Caslan (within Smoky Lake County)					1	1	Near Gold Creek	1		1		1	3	Near Kikino					1	1	Saddle Lake FN			1	4	3	8	Smoky Lake Hospital (critical interfacility transfers)	7	6	7	8	10	38	Smoky Lake (scene calls)	2	6	5	6	3	22	Near Spedden			1		2	3	Near Viina	1	2	1	1	1	6	Near Waskatenau	1					1	TOTAL (avg. 16 missions per year / \$846158K in service value)	12	14	16	19	22	83
Smoky Lake COUNTY @ November 30, 2021	2017	2018	2019	2020	2021	TOTAL																																																																								
Near Caslan (within Smoky Lake County)					1	1																																																																								
Near Gold Creek	1		1		1	3																																																																								
Near Kikino					1	1																																																																								
Saddle Lake FN			1	4	3	8																																																																								
Smoky Lake Hospital (critical interfacility transfers)	7	6	7	8	10	38																																																																								
Smoky Lake (scene calls)	2	6	5	6	3	22																																																																								
Near Spedden			1		2	3																																																																								
Near Viina	1	2	1	1	1	6																																																																								
Near Waskatenau	1					1																																																																								
TOTAL (avg. 16 missions per year / \$846158K in service value)	12	14	16	19	22	83																																																																								

December 7, 2021 – Council Committee of the Whole Meeting Motion #102-21:	
That Smoky Lake County Council recommend that the request from the December 7, 2021 Delegation: Glenda Farnden, Senior Municipal Relations Liaison, STARS (Shock Trauma and Rescue Services), of a one-time matching “fleet gift” to STARS, in the amount of \$5,000.00, be brought forward to the next Regular Council meeting for consideration.	
CORRELATION TO BUSINESS (STRATEGIC) PLAN	
N/A	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	N/A
BENEFITS	▪ The purchase is in line with the capital equipment replacement plan.
DISADVANTAGES	▪ N/A.
ALTERNATIVES	▪ Council's discretion.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	\$ _____
Budget Available:	\$ _____
Budgeted Costs:	\$ _____
Capital Costs:	\$ _____
Source of Funds:	_____
Unbudgeted Costs:	<u>\$5,000.00</u>
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	N/A
RECOMMENDATIONS	
<p style="color: red;">That Smoky Lake County Council approve the unbudgeted expense to donation a one-time matching contribution in the amount of \$5,000.00, to STARS (Shock Trauma and Rescue Services), in response to the December 7, 2021 Delegation: Glenda Farnden, Senior Municipal Relations Liaison, STARS (Shock Trauma and Rescue Services), requesting same.</p> <p style="color: red;">Or</p> <p style="color: red;">That Smoky Lake County Council take no action to donation a one-time matching contribution in the amount of \$5,000.00, to STARS (Shock Trauma and Rescue Services), in response to the December 7, 2021 Delegation: Glenda Farnden, Senior Municipal Relations Liaison, STARS (Shock Trauma and Rescue Services), requesting same.</p>	
CHIEF ADMINISTRATIVE OFFICER	



REQUEST FOR DECISION	DATE	December 16, 2021
		4.18

TOPIC	Municipal Surface Lease Property: NE 30-59-14-W4
--------------	--

PROPOSAL

HISTORY:

Bylaw No. 931-93: A Bylaw authorizing the surface lease of Municipal owned properties - Originally adopted on May 27, 1993 for the establishment of the **Surface Lease of Municipal Owned Properties is for interested person(s) to lease Municipal Owned Properties and establish an Agreement outlining terms and conditions to pay an annual lease payment of tax percentage of assessed value – subject to change annually the assessment value.**

- ▶ Started with seven (7) individuals that entered into an agreement to lease County lands.
- ▶ As of 2021: eleven (11) individuals entered into agreements to lease County lands.

BACKGROUND:

Smoky Lake County: **11 Surface Leases** of Municipal Owned Properties in accordance with Bylaw No. 1245-12: **Attachment No. #1:**

1	SW 12-61-16-W4	160.00 acres
2	NE 23-61-13-W4	160.00 acres
3	SW 34-61-13-W4	160.00 acres
4	SW 8-62-13-W4	160.00 acres
5	SE 8-62-13-W4	160.00 acres
6	NE 30-59-14-W4	40.00 acres
7	NW 2-61-18-W4	160.00 acres
8	SW 11-61-18-W4	160.00 acres
9	Un-surveyed property intersecting river road trails located in the South East of SW 3-58-15-W4 bordered by SH 857 to the west side of SH 652 to the north side: Plan 5022 MC	.82 acres
10	NE 32-59-14-W4	160.00 acres
11	Reclaimed Gravel Pit SE 9-58-15-W4	22.04 acres

Attachment No. #2: The Agreement that is executed with landowners once approved to lease by resolution of Council.

- A new Bylaw is passed every time an individual name (the leasee) is changed when approved by a resolution of Council to lease Property.

	<ul style="list-style-type: none"> ■ In 2012 – the Agreement was revised – stating that new agreements do not have to be re-signed when changes are made when the assessment value are changed, and the lease payment are adjusted. Property tax notice from that year is billed annually to the Leasee(s). <ul style="list-style-type: none"> ▶ Bylaw indicates that: Property maybe subject to assessment changes and all properties shall in addition be levied property taxes payable by the lease. ▶ They County does have the option to not renew and/or to cancel this surface lease agreement at any time. <p>CURRENT:</p> <p>Letter was received by the County on December 8, 2021: <i>Attachment #1 – Confidential.</i></p> <p>Helmut Rompfer: leased lands NE 30-59-14-W4 – 40 Acres from the beginning.</p> <ul style="list-style-type: none"> ■ This current individual no longer wishes to lease said lands, therefore the lease agreement shall be terminated between both parties. ■ The attached documents provided are confidential that provide the reason to be released from the agreement. ■ One public inquiry has expressed verbal interest to lease the said property. <p>PROPOSAL:</p> <ul style="list-style-type: none"> ▶ In accordance with the Bylaw – Agreement: Section ???. Council to accept the request and terminate the surface lease of municipal owned property located on NE 30-59-14-W4 – Roll Number 14593040, due to the unfortunate circumstance as indicated in the letter submitted to Council. ▶ Smoky Lake County has been providing landowners the opportunity to lease municipal owned properties since 1993. Therefore advertise the Surface Lease of Municipal Owned Property: NE 30-59-14-W4 containing 40 acres for individuals interested in leasing the said land.
--	--

CORRELATION TO BUSINESS (STRATEGIC) PLAN

--	--

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>MUNICIPAL GOVERNMENT ACT Section 61, Municipal Government Act: A municipality may grant rights, exclusive or otherwise, with respect to its properties, including property under the direction, control and management of the municipality</p>
--	--

BENEFITS	<ul style="list-style-type: none"> ■ Opportunity for grazing domestic livestock for the sole purpose of Agriculture. ■ Establishes standard approach to leasing Municipal Owned Properties. ■ Provides ratepayers an opportunity to lease additional land.
-----------------	---

DISADVANTAGES	
----------------------	--

ALTERNATIVES	<ul style="list-style-type: none"> ■ Do not lease municipal owned properties. ■ Sell all municipal owned properties.
---------------------	--

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Successful applicant will be informed in writing.
RECOMMENDATION	
<p>Motion #1:</p> <p>That Smoky Lake County accept to terminate the surface lease of municipal owned property legally described as NE 30-59-14-W4 – Tax Roll Number 14593040 with Helmut Rompfer, as per letter received from Joan VanKoughnett, Co-Executor, dated November 8, 2021.</p> <p>Motion #2:</p> <p>That Smoky Lake County advertised the Surface Lease of Municipal Owned Property on lands located at the NE 30-59-14-W4 – containing 40 acres for individuals interested in leasing the said land to forward submissions by January 17, 2022.</p>	
CHIEF ADMINISTRATIVE OFFICER	

Bylaw No. 1245-12

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1245-12**

BEING A BYLAW TO AUTHORIZE THE SURFACE LEASE OF MUNICIPAL OWNED PROPERTIES PURSUANT TO THE PROVISIONS OF SECTION 61 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26.

WHEREAS an interest has been indicated by persons(s) to lease municipal owned property.

NOW THEREFORE, the Smoky Lake County does hereby lease the following properties for the consideration of a per annum lease payment to equal three and half percent (3.5%) of the assessed value of the said properties, payable for an annual period subject to terms and conditions of the accompanying **Schedule "A": Surface Lease Agreement**. Property may be subject to assessment changes. All properties shall in addition be levied property taxes payable by the leasee.

- 1. **SW 12-61-16-W4** - **Clear Hills Grazing Reserve**
Roll #: 16611220 Box 717, Smoky Lake, Alberta T0A 3C0
160.00 acres Assessment: 6,170 Fee: \$215.95
- 2. **NE 23-60-13-W4** - **Walter & Sheryl Mazur**
Roll #: 13602340 Box 463, Vilna, Alberta T0A 3L0
136.6 acres Assessment: 3,700 Fee: \$129.50
- 3. **SW 34-61-13-W4** - **Alfred Romaniuk**
Roll #: 13613420 Box 173 Vilna, Alberta T0A 3L0
127.6 acres Assessment: 5,250 Fee: \$183.75
- 4. **SW 8-62-13-W4** - **John Romaniuk**
Roll #: 13620820 Box 276, Vilna, Alberta T0A 3L0
153.5 acres Assessment: 3,930 Fee: \$137.55
- 5. **SE-8-62-13-W4** - **John Romaniuk**
Roll #: 13620810 Box 276, Vilna, Alberta T0A 3L0
125.1 acres Assessment: 3,350 Fee: \$117.25
- 6. **NE-30-59-14-W4** - **Helmut & Beverly Rompfer**
Roll #: 14593040 Box 79, Bellis, Alberta T0A 0J0
40.00 acres Assessment: 1,110 Fee: \$38.85

7. **NW 2-61-18-W4** - **Kevin Wawrynychuk**
Roll #: 18610230 Box 458, Smoky Lake, Alberta T0A 3C0
 160.00 acres Assessment: 7,680 Fee: \$268.80
8. **SW 11-61-18-W4** - **Kevin Wawrynychuk**
Roll #: 18611120 Box 458, Smoky Lake, Alberta T0A 3C0
 160.00 acres Assessment: 4,850 Fee: \$169.75
9. Unsurveyed property intersecting river road trails located in the South East of the SW 3-58-15-W4 bordered by S.H. 857 to the west side of S.H. 652 to the north side:
Plan 5022 MC - **Eugene and Larry Minailo**
Roll #: 15580321 R.R.1, Willingdon, Alberta T0B 4R0
 .82 acres Assessment: 1,350 Fee: \$47.25
10. **NE 32-59-14-W4** - **Agnes Amberson**
Roll #: 14593240 Box 465, Vilna, Alberta T0A 3L0
 160.00 acres Assessment: 4,660 Fee: \$163.10
11. Reclaimed Gravel Pit:
SE 9-58-15-W4 - **Zane Huchulak/ Glenda McGinnis**
Roll #: 15580912 Box 1055, Smoky Lake, Alberta T0A 3C0
 22.04 acres Assessment: 780 Fee: \$ 27.30

REPEAL

That Bylaw NO. 1232-11, be and is hereby repealed.

READ a **FIRST** Time this 22 day of August, AD 2012.

READ a **Second** Time this 22 day of August, AD 2012.

READ a **Third** and Final Time this 22 day of August, AD 2012 and finally passed by Council.

 REEVE

S E A L

 CHIEF ADMINISTRATIVE OFFICER

Schedule "A"

SURFACE LEASE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 20__ A.D.

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called the "County")

OF THE FIRST PART

A N D

Address: _____
(hereinafter called the "Leasee")

OF THE SECOND PART

WHEREAS, the County is the owner of the property legally described as:

AND WHEREAS, the Leasee has made a request to lease the above said land for the purpose of grazing domestic livestock.

NOW THEREFORE BE IT RESOLVED that each of the parties of this Agreement agrees with the other to understand and adhere to the following conditions:

1. Pursuant to Section 61 and 425 of the *Municipal Government Act*, R.S.A. Chapter M-26, this lease shall be for a minimum period of **one (1) year**, terminating December 31st of each year and be renewed indefinitely subject to Clause 2 of this agreement.
2. The County does have the option to not renew and/or to cancel this Surface Lease Agreement at any time.
3. The Leasee does have permission to erect a fence on the said property to contain livestock:
 - 3.1 any brush clearing and other land improvements shall require specific Council permission.
4. This lease shall be solely for agricultural purposes.

- 5. Should the County wish to exercise Clause #2 of this Agreement and if the Lessee has erected a fence, the County shall ask to be removed, as well as any / all other improvements be removed:
 - 5.1 The County shall not be responsible in any manner whatsoever to reimburse the Lessee for any improvements.
- 6. The Lessee shall not have any right or permission to enter into any Agreement with any other person or Company in respect of this property, nor have the any right to any monies or minerals and the right to work same.
- 7. The Lessee shall be required to pay an annual lease payment to the County prior to **November 1st** of each year based upon **THREE AND ONE-HALF PERCENT (3.5%)** of the properties assessed value, as per the Property Tax Notice from that year.
- 8. The Lessee shall be required to pay all property taxes on the said lease.
- 9. This agreement shall continue in force for an undetermined period, but may be terminated by the lease giving notice in writing to the County at least **THREE (3) MONTHS** prior to the desired termination date. The County shall have the privilege of cancelling this Agreement at any time.

IN WITNESS WHEREOF this Agreement has been duly executed by the parties hereto.

LEASEE

Date

CHIEF ADMINISTRATIVE OFFICER

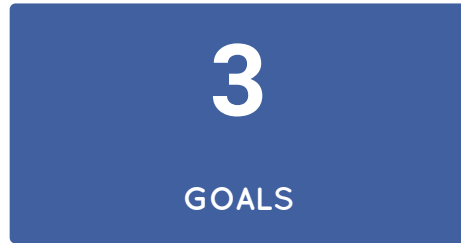
Date



COUNCIL BUDGET MEETING ACTION LIST SEPT. 15, 2021 AS OF

2021/12/09

5.1.3.i



● Draft
 ● Not started
 ● Behind
 ● On Track
 ● Overdue
 ● Complete
 → Direct Alignment
 --- Indirect Alignment

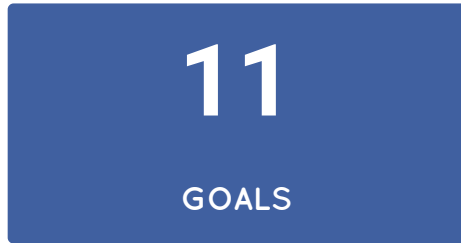
GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2021 09 15 Budget Meeting				On Track 50 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/15	1164-21	→ Five-Year Bridge Priorities Program: 100%	That Smoky Lake County Council approve the Five-Year Bridge Priority Plan for Years 2022-2026, and proceed to apply for the Year-2022 Strategic Transportation Infrastructure Program (STIP) funding for the following bridges: (see minutes for chart)	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: STIP Grant applications were submitted on November 25 for:</p> <ol style="list-style-type: none"> 1. BF 01772 2. BF 70293 3. BF 72828 4. BF 74018 5. BF 77862 6. BF 78004 7. BF80532 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Brenda Adamson:</p> <p>Achievements: The 5 year bridge program has been incorporated into the budget. Associated Engineering will be providing grant application information prior to November 30, 2021. Brenda will submit applications online.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	100 / 100%
2021/09/15	1165-21	→ Five-Year Bridge Priorities Program - Funding Advocacy	That Smoky Lake County Council forward the Five-Year Bridge Priority Plan for Years 2022-2026, along with the number of years the County has had a proactive bridge-priority program, to the Alberta Minister of Transportation and Mr. Glenn van Dijken, MLA Athabasca-Rewater-Westlock constituency, for advocacy purposes and their awareness of the estimated construction and/or maintenance costs of bridges within Smoky Lake County and the estimated bridge infrastructure deficit projected for Year-2035.	Finance Manager	<p>Patti Priest:</p> <p>Achievements: The information is in the process of being compiled. Follow up required.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 50 /



5.1.3.ii



● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2021 09 21 Departmental Operations				Complet 907 /
2021/09/21	1172-21	→ Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer	That Smoky Lake County Council DEFER the replacement of Public Works Unit 196, belly dump trailer, to the next County Council Meeting scheduled for September 23, 2021.	Shop Foreman	Mark Fedoretz: Achievements: its on order and should be arriving in march 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	On Track 55 /
2021/09/21	1173-21	→ Enterprise Fleet Management Canada Inc. Leases – Fleet Colours	That Smoky Lake County specify as of September 21, 2021 for all County Fleet Vehicles leased through Enterprise Fleet Management Canada Inc. be in the colour red.	Shop Foreman	Mark Fedoretz: Achievements: purchased and should be here june 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i> Mark Fedoretz: Achievements: Have been ordered and should arrive in June 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	On Track 52 /

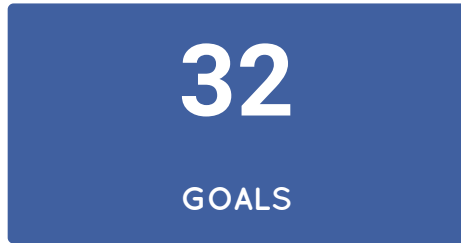
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/21	1174-21	→ Enterprise Fleet Management Canada Inc. Leases – Unit 101B	That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 101B, in the colour red.	Shop Foreman	Mark Fedoretz: Achievements: purchased and should be here June 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/09/21	1175-21	→ Enterprise Fleet Management Canada Inc. Leases – Unit 226A	That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 226A, in the colour red.	Shop Foreman	Mark Fedoretz: Achievements: purchased and should be here June 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/09/21	1176-21	→ Enterprise Fleet Management Canada Inc. Leases – Unit 239	That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 239 in the colour red.	Shop Foreman	Mark Fedoretz: Achievements: Purchased and should be here june 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/09/21	1178-21	→ Headache Racks for Beacon Lights on Fleet Vehicles	That Smoky Lake County Council approve to include a budget for headache racks with beacon lights on 27 fleet vehicles in the amount of \$23,500.00 for Year-2022.	Shop Foreman	Brenda Adamson: Achievements: The budget for headache racks was removed by Council during the meeting held on November 19, 2021. There is \$0.00 budgeted for headache racks in 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/21	1179-21	→ Application to Vary the 300M Setback - former Waskatenau Nuisance Ground	That Smoky Lake County write a letter to Glenn van Dijken, MLA for the Athabasca-Barrhead-Westlock constituency, requesting his advocacy on behalf of Smoky Lake County, in respect to following up with the Minister of Environment and Parks, to move forward with the consent to vary the setback distance for development to the non-operating, reclaimed, former Waskatenau Nuisance Grounds, legally described as Plan 5225CL; OT, located on SE-16-59-19-W4, as it is holding back development and withholding interested parties from purchasing the land.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager drafted a letter, dated December 6, 2021, to Mr. Glenn van Dijken, MLA for the Athabasca-Barrhead-Westlock constituency, requesting his advocacy on behalf of Smoky Lake County, in respect to following up with the Minister of Environment and Parks, to move forward with the consent to vary the setback distance for development to the non-operating, reclaimed, former Waskatenau Nuisance Grounds, legally described as Plan 5225CL; OT, located on SE-16-59-19-W4, as it is holding back development and withholding interested parties from purchasing the land.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/21	1180-21	→ Proposed Sani-Dump Station for RVs near Bellis	That Smoky Lake County investigate the cost of installing a Sani-Dump Station in the Bellis area, where RV owners and renters can dump their gray and black water into a sanitary sewer in a safe and responsible way; and bring the information forward for budgetary discussion purposes as a possible Year-2022 project.	Environmental Operations Manager	<p>Dave Franchuk:</p> <p>Achievements: On October 20, 2021 management had received a Quote from 4J mechanical for a total of \$24,626.39</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Dave Franchuk:</p> <p>Achievements: In process of collecting pricing and design of site.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/21	1181-21	→ Microsite Website Request - County Microsite for Canadian Heritage River	That Smoky Lake County approve action taken to provide for the County Planning and Development Department to utilize an All-Net basic micro-website through the County's website to establish for municipal purposes for promoting the "Canadian Heritage River".	Communications Technician	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> • Microsite set up for the Canadian Heritage River and turned over to the Planning and Development department on September 14, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/09/21	1182-21	→ Microsite Website Request - Victoria District Economic Development Strategy	That Smoky Lake County approve action taken to provide for the County Planning and Development Department to utilize an All-Net basic micro-website through the County's website to establish for municipal purposes for awareness and promoting the "Economic Development Strategy".	Communications Technician	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> • Microsite set up for the Victoria District Economic Development Strategy and turned over to the Planning and Development department on September 14, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /



5.1.3iii



● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2021 09 23 County Council Meeting				Comple
2021/09/23	1190-213	→ 2021 General Municipal Election – Poll Workers Compensation	That Smoky Lake County approve the following compensation rates for each of the Year-2021 Municipal Election Polling Station Workers, in the amounts of: · \$350.00 for Monday, October 18, 2021, on Election Day and for Saturday, October 9, 2021 for the Advance Poll, · \$200.00 for Saturday, October 14, 2021, and · \$150.00 for attending the half-day of training.	Finance Manager	Patti Priest: Achievements: Municipal File: 1-134J Challenges: <i>No value</i> Next Steps: <i>No value</i> Brenda Adamson: Achievements: All Poll workers were paid on October 19, 2021. The total cost for workers = \$18,900.00 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 3.04k / Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1191-21	→ Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-op (Pumpkin Patch): Terms of Reference.	That Smoky Lake County adopt Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-op (Pumpkin Patch): Terms of Reference.	Municipal Clerk	<p>Patti Priest:</p> <p>Achievements: Backup information was filed under: Municipal File: 7-37</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Jenna Preston:</p> <p>Achievements: Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-operative (Pumpkin Patch): Terms of Reference was incorporated into the "Governance" Policy Manual and posted to the website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1192-21	→ Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference	That Smoky Lake County Council give FIRST READING to Bylaw 1404-21: Ukrainian Twinning Committee – Terms of Reference... ...THIRD AND FINAL READING to Bylaw 1404-21: Ukrainian Twinning Committee – Terms of Reference	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Municipalities Approved: Smoky Lake County: Bylaw No. 1404-21 Town of Smoky Lake: Bylaw No. 612-2021 Village of Waskatenau: Bylaw No. 691-2021 Village of Vilna: Bylaw No. 138-21</p> <p>Municipal File: 7-50</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1193-21	→ Safety Codes Agency Agreement - Request for Proposals	<p>That Smoky Lake County, as Managing Partner, in conjunction with its municipal partners, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, award the Safety Codes Services Contract to The Inspections Group Inc., for a term of five (5) years, for the period of January 1, 2022, to December 31, 2026, and enter into a Safety Codes Services Agreement with the Inspections Group Inc., to provide Safety Codes Services in the Building, Electrical, Plumbing, Gas and Private Sewage Disposal Disciplines, and to have the option to include the Fire Discipline, in reference to the Joint Quality Management Plan, and as required as an Accredited Municipality under the Safety Codes Act, R.S.A., 2000, c. S-1, as amended.</p>	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: Smoky Lake County Council adopted a motion at the September 23, 2021 County Council meeting, awarding the Safety Codes Agency contract, for the period January 1, 2022, to December 31, 2026, to The Inspections Group Inc. The contract has been forwarded to the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna for execution.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Municipal File: 2-81</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1194-21	→ Dale Crowell Construction Co. Ltd. / DDC Sand & Gravel - Haul Road Agreement	<p>That Smoky Lake County execute a Haul Road Agreement for Winter Haul, as per Policy Statement No. 03-14-12, for the period of December 15, 2021 to February 28, 2022 with Dale Crowell Construction Co. Ltd. / DDC Sand & Gravel to haul approximately 30,000 tonnes, provided the conditions are right, from Township Road 610 South on Range Road 181 to Township Road 604 and West to Highway 831.</p>	Public Works Manager	<p>Patti Priest:</p> <p>Achievements: The Road Foreman met with Crowell on Friday, December 10, 2021 to execute the Haul Road Agreement.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 67 /
2021/09/23	1195-21	→ Regional Post Election Council Orientation Training	<p>That Smoky Lake County engage Brownlee LLP to coordinate a virtual Regional Council Orientation Training to be scheduled for November 4, 2021 at a cost in the amount of \$4,050.00, as per the letter quote received from Jeneane S. Grundberg, Q.C., ICD.D, Brownlee LLP, dated September 15, 2021; and participate with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna on a cost-share basis equally divided per participant to be paid to Smoky Lake County, in accordance with the recommendation received from the Smoky Lake Region Intermunicipal Collaboration Committee (ICC) meeting held on September 15, 2021.</p>	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The following is who was in attendance (23 participants not including Jeneane Grundberg - Brownlee LLP)</p> <p>Smoky Lake County (10)</p> <p>Patti Priest – Smoky Lake County Legislative Services Clerk</p> <p>Jordan Ruegg – Smoky Lake County Planning & Development Manager</p> <p>Kyle Schole – Smoky Lake County Planning & Development Assistant</p>	Completed 100 /

Lydia Cielin – Smoky Lake County Assistant CAO

Gene Sobolewski – Smoky Lake County CAO

Dan Gawalko – Smoky Lake County Councillor

Linda Fenerty – Smoky Lake County Councillor

Dominique Cere – Smoky Lake County Councillor

Lorne Halisky – Smoky Lake County Councillor

Jered Serben – Smoky Lake County Councillor

Town of Smoky Lake (6)

Adam Kozakiewicz – Town of Smoky Lake CAO

Amy Cherniwchan – Town of Smoky Lake
Councillor

Crystal Letwin – Town of Smoky Lake Councillor

Marianne Prockiw-Zarusky – Town of Smoky
Lake Councillor

Melody Morton – Town of Smoky Lake Councillor

Evelynn Kobes – Town of Smoky Lake Councillor

Village of Vilna (4)

Earla Wager – Vilna CAO

Leroy Kunyk – Vilna Councillor

Paul Miranda – Vilna Councillor

Tammy-Lynn Tompson – Vilna Councillor

Village of Waskatenau (3)

Bernice Macyk – Waskatenau CAO

Tyson Berlinguette – Waskatenau Councillor

Richard Warren – Waskatenau Councillor

Municipal File: 1-290

				Curr...	
			<p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>		
2021/09/23	1196-21	<p>→ Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications</p>	<p>That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications, for internal operations of RCDC.</p>	<p>Municipal Clerk Jenna Preston:</p> <p>Achievements: Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications was incorporated into the "Governance" Policy Manual and posted to the website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Complet 100 /
2021/09/23	1197-21	<p>→ Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation</p>	<p>That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation, for internal operations of RCDC.</p>	<p>Municipal Clerk Jenna Preston:</p> <p>Achievements: Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation was incorporated into the "Governance" Policy Manual and posted to the website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Complet 100 /
2021/09/23	1198-21	<p>→ Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Reporting Schedule</p>	<p>That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Reporting Schedule, for internal operations of RCDC.</p>	<p>Municipal Clerk Jenna Preston:</p> <p>Achievements: Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Reporting Schedule was incorporated into the "Governance" Policy Manual and posted to the website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Complet 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1199-21	→ Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Performance Appraisal	That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Performance Appraisal, for internal operations of RCDC.	Municipal Clerk	Jenna Preston: Achievements: Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC)– Community Economic Development Officer (CEDO) Performance Appraisal, was incorporated into the "Governance" Policy Manual and posted to the website. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/09/23	1200-21	→ Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) - Job Description	That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) - Job Description, for internal operations of RCDC.	Municipal Clerk	Jenna Preston: Achievements: Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) – Job Description was incorporated into the "Management" Policy Manual. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/09/23	1201-21	→ Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan	That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan, for internal operations of RCDC.	Municipal Clerk	Jenna Preston: Achievements: Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan was incorporated into the "Governance" Policy Manual and posted to the website. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/09/23	1202-21	→ Policy Statement No. M61-02-02: Regional Community Development Committee (RCDC): Work Plan	That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. M61-02-02: Regional Community Development Committee (RCDC): Work Plan, for internal operations of RCDC.	Municipal Clerk	Jenna Preston: Achievements: Policy Statement No.61M-02-02: Regional Community Development Committee (RCDC): Work Plan was incorporated into the "Management" Policy Manual. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1203-21	→ Bylaw No. 1405-21: Bylaw Enforcement Officer	That Smoky Lake County Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20 , be given FIRST READING... ...be given THIRD AND FINAL READING.	Legislative Service Clerk	Patti Priest: Achievements: Bylaw 1405-21 has been signed, filed in the bylaw binder and posted to the website. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/09/23	1204-21	→ Bylaw Enforcement Officer - Investigative Assurance c/o Tammy Goddu	That Smoky Lake County appoint Investigative Assurance c/o Tammy Goddu as the Bylaw Enforcement Officer for Smoky Lake County and acknowledge that an "Oath of Office" was executed on September 21, 2021.	Legislative Service Clerk	Patti Priest: Achievements: This motion was made to formally appoint Tammy Goddu as Bylaw Enforcement Officer for Bylaw 1405-21, as contract was previously signed, as per the August 26, 2021, Council Motion # 1122--21. Municipal File: 2-29 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1207-21	→ Road Closure - Road Plan 10 CL and Road Plan 3098HW, NE-19-57-13-W4	<p>That Smoky Lake County Council rescind the August 26, 2021, Motion #1115-21 in respect to all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, and resolve:</p> <ul style="list-style-type: none"> • to close all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, subject to written approval for the landowner of the lands legally described as NE-19-57-13-W4M; • to close a portion of road measuring about 440ft more or less in length, located southeast of the lands legally described as SE-30-57-13-W4M, subject to written approval for the landowner of the lands legally described as SE-30-57-13-W4M; • and further, subject to Ministerial approval of both the closures, • to register a new Road Plan to incorporate the as-built road lying within the lands legally described as NE-19-57-13-W4M & SE-30-57-13-W4M, as per Smoky Lake County Policy No. 03-61: Road Closure or Cancellation; • and that each said land-swap with each landowner be for \$1.00; • and complete the said work at the County's cost, with surveying not to exceed the amount of \$5,000.00, to be allocated from the Planning and Development budget, as the file was initially commenced in 1991 but left incomplete. 	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department has been working with a surveyor to prepare the necessary documentation required to process the proposed road closure. Once the documentation has been prepared, the Planning and Development Department will forward the documentation and a Resolution to Council to close the portions of road and affect the realignment of the as-built road within a new road plan which is to be registered with the Land Titles Office.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Municipal File: 3-136</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 71 /
2021/09/23	1208-21	→ Family and Community Support Services (FCSS) Grant	<p>That Smoky Lake County approve to allocate funding from the 2021 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows: in the amount of \$2,500.00 for a "Support Respect in Sport" program to be facilitated by the Smoky Lake Minor Hockey Association.</p>	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Cheque #51787 was sent to the Smoky Lake Minor Hockey Association on October 29, 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1209-21	→ Smoky Lake Curling Association – Funding Request	That the Smoky Lake County Council approve to contribute funds, in the amount of \$11,188.00 allocated from Municipal Sustainability Initiative (MSI) Operating funds to the Smoky Lake Curling Association, stipulating the said funds must be utilized to sustain the curling rink facility operating fees; in response to the letter request for funding, received from Amy Cherniwchan, Director/Treasurer, dated September 20, 2021.	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Direct Deposit #9000000506 for \$11,188 was sent to the Smoky Lake Curling Club on October 1, 2021 and was funded through the MSI Operating transfers to Organizations.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Municipal File: 7-58</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1211-21	→ Public Works Shop Foreman Position	That Smoky Lake County acknowledge Mr. Mark Fedoretz is the successful candidate to fulfill the position of Public Works Shop Foreman, effective September 1, 2021.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Noted for historical purposes.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1212-21	→ Alberta Transportation - Land Flooding at Rural Address 59257 – Highway 855	That Smoky Lake County acknowledge receipt of the reply letter from Michael Botros, P.Eng., Regional Director North Central & Fort McMurray Regions, Alberta Transportation, dated September 20, 2021, in response to County Council Motion 945-21 passed on June 24, 2021 in respect to the letter received by Smoky Lake County from Stephanie Jarema, dated June 10, 2021, regarding flooding issues on the land located at the rural address: 59257 – Highway 855; stating “the highway infrastructure is sufficient to meet Alberta Transportation’s drainage neutral design philosophy” and recommending “a drainage assessment of the area may be beneficial as a first step in determining solutions for the residents.”	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter retained for future reference. Location shows visible earth work has been undertaken on the property at some point during summer 2021 to, what appears to be, for the purpose of alleviating flooding and the property now appears dry when observing it from the highway.</p> <p>Municipal File: Assistant CAO’s office binder titled “Road Allowance” and in Municipal File: 3-35</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1215-21	→ Transitional Solutions Inc – Regional Fire Services Study	That Smoky Lake County defer the interim report, dated September 17, 2021, in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, as prepared by Transitional Solutions Inc. which was received under the authority of the FOIP Act Section 27: Privileged Information; to a future Smoky Lake Region Fire & Rescue Services Committee Meeting for discussion after the 2021 Municipal Election.	Fire Chief	<p>Patti Priest:</p> <p>Achievements: Progress on Regional Fire Service Study will be undertaken at a the Smoky Lake Region Fire & Rescue Committee Meeting scheduled for December 9, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1216-21	→ Re-schedule Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite	That Smoky Lake County's Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite , scheduled for Thursday, September 23, 2021, at 9:15 a.m., be rescheduled to the December 2021 Council Meeting to be held at the Smoky Lake County Council Chambers and concurrently broadcasted via Zoom, and advertise said Public Hearing in the local newspaper, as per the requirements of the Municipal Government Act, and provide notice of said Public Hearing to adjacent landowners located within 500 meters of the proposed closure area, and provide notice of said Public Hearing on the County's website, as per Smoky Lake County Bylaw No. 1282-15: Planning and Development Public Hearing Procedures.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: A Public Hearing on proposed Bylaw 1402-21 is scheduled for 9:15 a.m. at the December 16, 2021 County Council meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1221-21	→ Smoky Lake Community Daycare Committee – Program Director	That Smoky Lake County acknowledge receipt of the email from Tenille Garton, dated September 13, 2021 announcing her resignation from the position of Program Director at the Smoky Lake Pumpkin Patch Daycare, effective September 30, 2021.	Assistant Chief Administrative Officer	<p>Patti Priest:</p> <p>Achievements: Correspondence retained for information purposes as received from external committee. Municipal File: 7-37</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1224-21	→ New H.A. Kostash School - Sod Turning Ceremony	That Smoky Lake County Council who can attend – attend the Sod Turning Ceremony for the new H.A. Kostash School scheduled for September 24, 2021 at 1:00 p.m. at 5019 50 Street, Smoky Lake, Alberta.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Councillors: Halisky, Gawalko, Cherniwchan, Orichowski and Reeve Lukinuk did attend the ceremony. Municipal File: 17-7</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1225-21	→ Strategic Transportation Infrastructure Program (STIP) - Funding Denial	That Smoky Lake County acknowledge receipt of the Strategic Transportation Infrastructure Program (STIP), Local Road Bridge Component funding denial from Miranda Rowda, P. Eng., Infrastructure Manager, Alberta Transportation, dated August 30, 2021, in respect to the projects under bridge file numbers: BF70923, BF72828, BF00849, and BF01772, not being recommended for grant funding at this time.	Finance Manager	Patti Priest: Achievements: Municipal File: 19-12 Challenges: <i>No value</i> Next Steps: <i>No value</i> Brenda Adamson: Achievements: The denial letter has been filed. The project will not proceed without funding. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/09/23	1226-21	→ Strategic Transportation Infrastructure Program (STIP) - Bridge File BF13398	That Smoky Lake County approve action taken in executing Memorandum of Agreement between Alberta Transportation and Smoky Lake County on August 31, 2021, for the Strategic Transportation Infrastructure Program (STIP), Local Road Bridge Component funding of eligible costs in the amount of \$664,400.00, for the bridge replacement project under bridge file number BF13398.	Finance Manager	Patti Priest: Achievements: Municipal File: 19-56W Challenges: <i>No value</i> Next Steps: <i>No value</i> Brenda Adamson: Achievements: The project will be included in the 2022 budget. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/09/23	1227-21	→ The Review, Redwater, The Free Press, Morinville	That Smoky Lake County acknowledge receipt of the correspondence from Ed and Wanda Cowley, owners, and publishers of "The Review" Redwater and "The Free Press" Morinville, newspapers, dated September 2021, announcing the continuation of the newspapers under new ownership starting in January 2022.	Legislative Service Clerk	Patti Priest: Achievements: Communications department is aware of the transition. Information retained for monitoring purposes. Municipal File: 11-3 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/09/23	1228-21	→ Royal Canadian Mounted Police (RCMP) – Thank You for Support	That Smoky Lake County acknowledge receipt of the correspondence from C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP, dated August 25, 2021, thanking Smoky Lake County for supporting the retention of the Royal Canadian Mounted Police (RCMP) in Alberta.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Retained as reply to County Council May 27, 2021 – Motion #775-21. Municipal File: 2-85</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1229-21	→ Federation of Alberta Gas Co-ops Ltd. - 2021 Convention	That Smoky Lake County Council and Relevant Staff who can attend – attend the Federation of Alberta Gas Co-ops Ltd 2021 Convention and Trade Fair, scheduled for November 28 to December 2, 2021 in Edmonton, Alberta.	Natural Gas Manager	<p>Patti Priest:</p> <p>Achievements: The Natural Gas Manager registered Council to attend. Council attended virtually.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1230-21	→ Crime Watch Canada Magazine	That Smoky Lake County take no action to the letter received from Tony Russo, National Accounts Manager, Crime Watch Canada, dated September 17, 2021, requesting sponsorship of an advertisement within the Crime Watch Canada bi-monthly Magazine.	Municipal Clerk	<p>Patti Priest:</p> <p>Achievements: Municipal File: 2-43</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Jenna Preston:</p> <p>Achievements: Email was sent to Tony Russo, National Accounts Manager, Crime Watch Canada, informing him of Council's decision to take no action on the sponsorship request.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/09/23	1232-21	→ Information Releases: September 2021	That the following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, for the month of Septemebr 2021, be (F) filed for information or (A) acknowledged receipt: Ø R56-21: UCC Alberta – E-Bulleting: September 9, 2021.F	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Municipal File: 1-202</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /



COUNCIL CAO EVALUATION MEETING ACTION LIST OCT. 1, 2021 AS OF

2021/12/09

5.1.3.iv

2
GOALS

100%
GOAL COMPLETION

● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

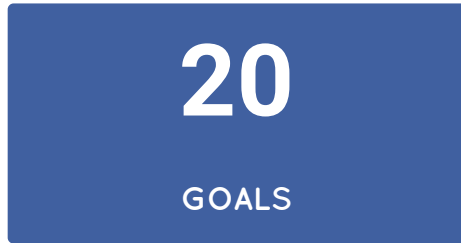
GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/01	1241-21	2021 10 01 Council CAO Evaluation ↳ Chief Administrative Officer: Evaluation	That Smoky Lake County Council confirm the evaluation of Mr. Gene Sobolewski, Chief Administrative Officer (CAO) and approve an increase to the annual salary from \$160,000.00 per year to \$163,200.00 (One Hundred Sixty-Three Thousand and Two Hundred Dollars) per year, effective October 1, 2021 , in accordance with Council's October 1, 2021 evaluation of Mr. Sobolewski's performance as the CAO.	Legislative Service Clerk	Patti Priest: Achievements: A copy of Motion 1241-21 was provided to Payroll by email on December 8, 2021. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 /



COUNCIL REGULAR MEETING ACTION LIST OCT. 15, 2021 AS OF 2021/12/09

5.1.3.v



● Draft
 ● Not started
 ● Behind
 ● On Track
 ● Overdue
 ● Complete
 → Direct Alignment
 --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021 10 15 County Council Meeting						
2021/10/15	1292-21	→ Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference	That Smoky Lake County as the managing partner of the Regional Community Development Committee (RCDC), amend Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference:	Municipal Clerk	Jenna Preston: Achievements: Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference, was incorporated into the "Governance" Policy Manual and posted to the website. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 1.7k / Complet 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1293-21	→ Safety Codes Agency Agreement	That Smoky Lake County, as Managing Partner, in conjunction with its municipal partners, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, execute the Safety Codes Services Agreement with the Inspections Group Inc., to provide Safety Codes Services for the Building, Plumbing, Gas, Electrical and Private Sewage Disposal Disciplines, and, if necessary, the Fire Discipline, for the period of January 1, 2022, to December 31, 2026, and in accordance with the Joint Quality Management Plan and the Safety Codes Act, R.S.A., 2000, c. S-1 as amended, and provide notice of same to the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, and recommend each respective Council adopt a motion to execute said Agreement.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: Smoky Lake County Council adopted a motion at the September 23, 2021 County Council meeting, awarding the Safety Codes Agency contract, for the period January 1, 2022, to December 31, 2026, to The Inspections Group Inc. The contract has been forwarded to the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna for execution.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/15	1299-21	→ Bylaw Enforcement Officer - Report	That Smoky Lake County Council accept the Bylaw Enforcement Officer's monthly report for September 17, 2021 to September 30, 2021, and the information received under the authority of the FOIP Act Section 16: Disclosure harmful to business interests of a third party, from Investigative Assurance c/o Tammy Goddu, Bylaw Enforcement Officer for Smoky Lake County and acknowledge that an "Oath of Office" was executed by Ms. Goddu on September 21, 2021.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: In accordance with the contract, monthly report provided to update Council on Enforcement Issues for September 2021. Municipal File: 11-4</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1300-21	→ Small Business Week Proclamation	That Smoky Lake County proclaim October 17 to 23, 2021 as Small Business Week in alignment with the Business Development Bank of Canada (BDC)'s annual celebration of entrepreneurship to recognize and celebrate the outstanding contributions of Canadian entrepreneurs and small and medium-sized businesses.	Communications Technician	<p>Patti Priest:</p> <p>Achievements: Municipal File: 1-4</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Small Business Week advertised in the October 2021 edition of the Smoky Lake County Grapevine (published the week of October 4, 2021) • Small Business Week advertised on Facebook on October 17, 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/15	1301-21	→ Remembrance Day Ceremonies	That Smoky Lake County donate funding in the amount of \$200.00 each to both the Royal Canadian Legion Halls within the Smoky Lake region: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, in respect to the November 11, 2021 Remembrance Day Ceremony Wreaths, which are to be placed by the Reeve (or designate) at the ceremony being held in the Town of Smoky Lake and by the Councillor from Division 5 (or designate) at the ceremony being held in the Village of Waskatenau; and approve attendance of same, subject to COVID-19 pandemic protocol.	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Cheque #51786 issued to Smoky Lake Legion Br. #227 for \$200.00 on November 5, 2021</p> <p>Cheque #51792 issued to Waskatenau Legion for \$200.00 on November 5, 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1302-21	→ Kinette Club of Smoky Lake – Request for Support of Raffle	That Smoky Lake County contribute promotional items in accordance with Policy Statement No. 01-37-02: Promotional Items, towards the Kinette Club of Smoky Lake’s "12 days of Christmas Raffle" with draws starting every day from December 13 to 24, 2021, in response to the letter request from Tanya Trenchuk - Vice President and Meagan Carrick – Member, of the Kinette Club of Smoky Lake, dated October 1, 2021.	Municipal Clerk	<p>Patti Priest:</p> <p>Achievements: Municipal File: 7-36</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Jenna Preston:</p> <p>Achievements: Called Tanya Trenchuk on October 15, 2021 informing her that the promotional items were ready for pick-up.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/15	1303-21	→ Vilna Agricultural Society – Request for Assistance of Photocopying	That Smoky Lake County provide the photocopying services and paper at no charge as per policy, to the non-profit organization: Vilna Agricultural Society, to assist in promoting their educational events to be held in November, 2021 of two separate courses of First Aid/CPR; and advertise the said events on social media; in response to the letter received from Mary Flondra, Vilna Agricultural Society, dated October 14, 2021.	Communications Technician	<p>Evonne Zukowski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Vilna and District Agricultural Society Farm Safety First Aid Course poster scheduled to appear on Smoky Lake County Facebook page (October 27 and November 17, 2021)- October 25, 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/15	1304-21	→ Northeast Regional Agricultural Service Board Conference	That Smoky Lake County Council and relevant Administration who can attend – attend, the Northeast Regional Agricultural Service Board Conference, with the 2021 theme: “Rural Community Innovation for the Future”, hosted by County of Two Hills, scheduled for November 5, 2021, to be held at the Elks Hall in Myrnam, Alberta, subject to COVID-19 pandemic restrictions.	Agricultural Fieldman	<p>Carleigh McMullin:</p> <p>Achievements: Registration sheet has been sent to Two Hills County October 25th. All Council, Ag Fieldman and Assistant Ag. Fieldman will be attending.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1305-21	→ Lake Trails Strategy	That the Smoky Lake County Council accept the verbal progress update on the Lake Trails Strategy project initiated by Council's June 24, 2021, Motion #953-21, in respect to creating an inventory of all trails located on Municipal Reserve, Environmental Reserve or on County Lands; and acknowledge further information will be brought forward once it is finalized.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is continuing to work on the trails inventory and will provide an update at a future Committee of the Whole meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 50 /
2021/10/15	1308-21	→ North Saskatchewan Heritage River Initiative	That Smoky Lake County acknowledge the verbal update from Administration further to the North Saskatchewan Heritage River Initiative, under the Canadian Heritage Rivers System (CHRS), and that the update remains in private, subject to FOIP Section 21: Disclosure harmful to intergovernmental relations, and FOIP Section 16: Disclosure harmful to business interests of a third party.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department presented to the Canadian Heritage Rivers Board on</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 52 /
2021/10/15	1311-21	→ Rural Municipalities of Alberta (RMA) District No.5 Agenda	That the Smoky Lake County acknowledge receipt of Rural Municipalities of Alberta (RMA) District No. 5 agenda package from the virtual September 24, 2021 meeting hosted by Two Hills County.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Councillors: Halisky, Orichowski, & Cherniwchan attended the RMA District 5 meeting virtually. Municipal File: 1-15</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/15	1312-21	→ North Saskatchewan Watershed Alliance Society - Membership	That Smoky Lake approve to become a member of the North Saskatchewan Watershed Alliance Society at a cost of \$0.50 per capita for 2021, for a total cost in the amount of \$1,230.50, as per Invoice #2022.102 dated January 10, 2021 and in response to the letter received from Ken Crutchfield, President, North Saskatchewan Watershed Alliance Society, dated September 1, 2021.	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Cheque 51780 for \$1,230.50 was sent to North Saskatchewan Watershed Alliance on November 5, 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Municipal File: 4-35</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

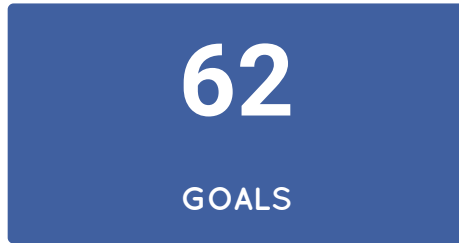
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1313-21	→ Hillside Acres Subdivision – Lot Owners Request	<p>That Smoky Lake County acknowledge receipt of the formal written request signed by the owners of 48 lots within the Hillside Acres Subdivision, requesting:</p> <ul style="list-style-type: none"> · land be provided to access water to put boats in that water that do not interfere with the subdivisions; be on municipal lands and/or Crown take in the close vicinity by with a clear pathway to and access to Whitefish Lake; · a beach and park area for residence on municipal and/or Crown land on access to Whitefish Lake; · land for a boat launch with a community dock for those in the subdivision to use; <p>and forward to Planning and Development Department to incorporate into a future Planning and Development Department Committee of the Whole Meeting Council Meeting.</p>	Planning & Development Manager	<p>Patti Priest:</p> <p>Achievements: The Correspondence was acknowledged to be utilized by P&D for future consideration to Committee of the Whole Meeting. Municipal File: 61-28</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/15	1314-21	→ Ukrainian Twinning – Pumpkin Mugs	<p>That Smoky Lake County acknowledge the arrival of 20 Pumpkin Mugs, which are hand crafted by Serhiy Dutka, Pottery Artist from Rozhniv, Ivano-Frankivs'Ka Oblast', Ukraine, who provided a presentation at the Ukrainian Twinning Committee meeting held on July 21, 2021; and as per the email from Michelle Wright, Community Economic Development Officer (CEDO), dated October 1, 2021, any interest in purchasing or ordering more of the said mugs, can be facilitated through Pappy's Parcel, Smoky Lake.</p>	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Sales are on hold as the distribution and sale of the mugs requires a Ukrainian twinning committee decision which will be made at the next Ukrainian Twinning meeting to be held sometime in December/January 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1315-21	→ Micro-Website Request - Smoky Lake Chamber of Commerce	That Smoky Lake County Council approve the request received from Noel Simpson, President, Smoky Lake Chamber of Commerce, dated September 20, 2021, for County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with domain name be at the expense of the requesting party.	Communications Technician	<p>Patti Priest: Achievements: Municipal File: 1-113</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Contacted Noel Simpson, President of the Smoky Lake Regional Chamber of Commerce, requesting microsite administrator name(s) and email addresses and other required information for microsite set up - November 2, 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 50 /
2021/10/15	1316-21	→ Micro-Website Request - Smoky Lake Seniors' Centre	That Smoky Lake County Council approve the request received from Vern Billey, President, Smoky Lake Seniors' Centre, dated August 4, 2021, for County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with domain name be at the expense of the requesting party.	Communications Technician	<p>Patti Priest: Achievements: Municipal File: 7-76</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Contacted Vern Billey, President of the Smoky Lake Seniors' Centre, requesting microsite administrator name(s) and email addresses and other required information for microsite set up - November 2, 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 50 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/15	1317-21	→Assistant Chief Administrative Officer – Tracking County COVID-19 Cases	That Smoky Lake County acknowledge receipt of the Year-2020 calendar with the hand written notes of the Assistant Chief Administrative Officer, tracking COVID-19 cases within Smoky Lake County; and file it for information as a historical record.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Acknowledged for tracking & documenting the COVID-19 Pandemic in Smoky Lake County. Municipal File: 5-4</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/15	1318-21	→Village of Vilna – 2018 Flood Assistance	That Smoky Lake County acknowledge the October 15, 2021 Council agenda item 6.7: a letter from Leo Chapdelaine, Mayor, Village of Vilna, dated September 23, 2021, thanking the County for assistance with the Villages' Year-2018 flood, and cheque in the amount of \$20,211.31, was already addressed by Council at the October 12, 2021 Fire and Protective Services Meeting by Motion #1278-21 and 1279-21 and no further action is required.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: See Oct.12'21 Motion 1278-21. Municipal File: 1-115</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/15	1319-21	→Warspite Hall – Request for Funding Assistance	That Smoky Lake County approve to provide funds in the amount of \$8,000.00 from the contingency budget to the Warspite Community Hall, for the replacement of an oversized furnace for Warspite Hall, in response to the letter from Melinda Kaminsky, President of Warspite Hall, dated October 14, 2021.	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Cheque 51811 for \$8,000 was sent to the Warspite Community Hall on November 5, 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Municipal File: 1-116</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /



5.1.3.vi



● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...	
	No value	2021 10 28 Council Organizational Meeting				Comple	6.1k /
2021/10/28	N/A	→ OATH OF OFFICE - ELECTED OFFICIALS:	Each member of the Elected Officials executed an "Oath of Office" as the Councillors of the Smoky Lake County for the term 2021 – 2025:	Legislative Service Clerk	Patti Priest: Achievements: The Executed documents are filed in the minute binder. Challenges: No value Next Steps: No value	Comple	100 /
2021/10/28	01-21	→ ELECTION OF CHIEF ELECTED OFFICIAL:	That Councillor Lorne Halisky be nominated as Chief Elected Official: Reeve of Smoky Lake County, for the ensuing year.	Legislative Service Clerk	Patti Priest: Achievements: Lorne Halisky is now the Reeve effective Oct. 28 2021. Challenges: No value Next Steps: No value	Comple	100 /
2021/10/28	02-21	→ ELECTION OF DEPUTY CHIEF ELECTED OFFICIAL:	That Councillor Dan Gawalko be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year.	Legislative Service Clerk	Patti Priest: Achievements: Dan Gawalko is now the Deputy Reeve, effective Oct.28, 2021. Challenges: No value Next Steps: No value	Comple	100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	03-21	→ Council Covenant	That Smoky Lake County Council acknowledge each respective member's execution of the Council Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities Council has of the Chief Administrative Officer to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative relationship.	Legislative Service Clerk	Patti Priest: Achievements: The Executed documents are filed in the minute binder. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/10/28	04-21	→ Chief Administrative Officer Covenant	Smoky Lake County Council acknowledge the Chief Administrative Officer's execution of the CAO Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities the Chief Administrative Officer has of the Council to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative relationship.	Legislative Service Clerk	Patti Priest: Achievements: The Executed documents are filed in the minute binder. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/10/28	05-21	→ Code of Conduct and Oath of Confidentiality	That Smoky Lake County, as per Bylaw No. 1320-18: Code of Conduct, acknowledge each respective Council member's execution of the "Code of Conduct" which is to provide standards for the conduct of Council Members relating to their roles and obligations as elected representatives of the County as well as a procedure for the investigation and enforcement of those standards; and, the "Oath of Confidentiality" as a condition of service to swear to execute, according to law and to the best of their abilities, the duties required and to not, without due authorization, disclose or make known any matter or thing which comes to their knowledge, by reason of their employment:	Legislative Service Clerk	Patti Priest: Achievements: The Executed documents are filed in the minute binder. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/10/28	06-21	→ Appoint Municipal Solicitor(s)	That Smoky Lake County appoint Brownlee LLP and Reynolds Mirth Richards & Farmer LLP as the solicitors for Smoky Lake County, on an as needed basis.	Legislative Service Clerk	Patti Priest: Achievements: Brownlee LLP and Reynolds Mirth Richards & Farmer LLP are the County solicitors. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /
2021/10/28	07-21	→ Remuneration: Public-at-Large Committee Members	Smoky Lake County Public-at-Large members appointed by Council for Committee representation, be paid at a rate of \$175.00 per day and the mileage and meal expenses be paid at the same rate as stated in the Council remuneration Policy.	Legislative Service Clerk	Patti Priest: Achievements: A copy of this motion was emailed to Accounts Payable with a copy to the Finance Manager on December 8, 2021. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	08-21	→ Regular County Council Meetings	That Smoky Lake County Council Regular Meetings be typically scheduled on the fourth (4th) Thursday of each month at 9:00 a.m. with the exception of July and November, unless otherwise stated by motion of Council, and be held simultaneously in County Council Chambers, 4612 McDougall Drive, Smoky Lake, and virtually, online through Electronic Communication Technology: Zoom Meeting.	Legislative Service Clerk	Patti Priest: Achievements: County Council Meetings will be scheduled as per Motion #08-21 and advertised accordingly. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/10/28	09-21	→ Municipal Annual Meeting	That Smoky Lake County municipal annual meeting to be held at the call of the Chairperson.	Legislative Service Clerk	Patti Priest: Achievements: Noted on the action list for reference. Challenges: <i>No value</i> Next Steps: <i>No value</i> Patti Priest: Achievements: Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/10/28	10-21	→ Financial Statements	That Smoky Lake County's Audited Financial Statements, and Auditor's Report for the Year Ended December 31, 2021, be made available to the public on the County Website and be included in the Smoky Lake County Annual Booklet.	Legislative Service Clerk	Patti Priest: Achievements: Preparation of booklet will begin in January 2022 and distributed when the Financial Statement for Year-End 2021 is adopted by County Council. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	11-21	→ Christmas Office Closures for Main Office and Public Works	<p>That Smoky Lake County Council approve to close the Main Office located at 4612 McDougall Drive, Smoky Lake and the Public Works Shop located at 5004 50 Street, Smoky Lake, from Monday, December 27 to Friday, December 31, 2021, as well as Friday, January 7, 2022 under the following conditions:</p> <ul style="list-style-type: none"> Monday, December 27, 2021, and Tuesday, December 28, 2021, be paid Statutory Holidays in Lieu of Christmas and Boxing Day, Wednesday, December 29, 2021 to Friday, December 31, 2021 (3 days) be used as Employee Vacation Days – unless in the event of an emergency such as an extreme weather event, Monday, January 3, 2022 be a paid Statutory Holiday in Lieu of New Year's Day, Friday, January 7, 2022 be a paid Holiday for Ukrainian Christmas in accordance with the Collective Agreements. 	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Office Closures added to the CAO's and Council's outlook calendars on Nov.2'21 through Legislative Services. Office Closures are also advertised at the appropriate time in the Grapevine and Website through the Communications Technician.</p> <p>Also emailed to staff on December 8, 2021 for reference.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	12-21	→ Government Liaison Committee	<p>That the Smoky Lake County Reeve, Deputy Reeve and any other Councillors, as deemed necessary, be appointed to the Government Liaison Committee.</p>	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	13-21	→ Policy Committee	<p>That all members of Smoky Lake County Council be appointed to the Smoky Lake County Policy Committee.</p>	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	14-21	→ Local Assessment Review Board	That Smoky Lake County appoint the following Local Assessment Review Board appointments for the remaining four-year term Year 2021 to Year 2025 of Councillor Dominique Cere as member; Councillor Lorne Halisky as alternate; and reconfirm Sue Landiak and Grant Gillund as Public-at-Large; and the alternate public-at-large member be appointed when the vacant position is filled; as per Bylaw No. 1231-11.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	15-21	→ Composite Assessment Review Board	That Smoky Lake County re-confirm the following Composite Assessment Review Board appointments for the remaining four-year term Year 2021 to Year 2025 of Councillor Dominique Cere as member; Councillor Lorne Halisky as alternate; and Sue Landiak and Grant Gillund as Public-at-Large; and the alternate public-at-large member be appointed when the vacant position is filled; as per Bylaw No. 1231-11.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	16-21	→ Risk Pro Management Committee	That the Smoky Lake County Reeve be appointed as member to the Risk Pro Management Committee ; and the Deputy Reeve be appointed as the alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	17-21	→ Negotiating Committee	That Smoky Lake County Councillors: Dan Gawalko, Lorne Halisky and Dominique Cere be appointed as members to the Negotiating Committee to bargain the Collective Agreements with the International Union of Operating Engineers Local No. 955 for the Public Works Employees; and with the Canadian Union of Public Employees Local No. 4575 for the Main Office Staff and Custodian Staff; and that Councillors Linda Fenerty and Jered Serben be appointed as the alternates.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter (signed by the CAO) to each respective Union on November 11, 2021, which stated who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	18-21	→ Fire Protective Services Committee	That all members of Smoky Lake County Council be appointed to the Fire Protective Services Committee .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	19-21	→ Fire & Rescue Liaison Committee	That Smoky Lake County Council appointed to the Fire and Rescue Liaison Committee be as follows: Councillor Dan Gawalko be appointed as member and Councillor Linda Fenerty as alternate to the Vilna Fire Department ; and that Councillor Jered Serben be appointed as member and Councillor Lorne Halisky be appointed as alternate to the Smoky Lake Fire Department ; and Councillor Dominique Cere be appointed as member and Councillor Jered Serben be appointed as alternate to the Waskatenau Fire Department .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	20-21	→ RCMP Liaison Committee	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the RCMP Liaison Committee ; and Councillor Linda Fenerty be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to the Smoky Lake RCMP on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	21-21	→ Regional Emergency Management Advisory Committee	That the Smoky Lake Councillor Linda Fenerty be appointed as member to the Regional Emergency Management Advisory Committee ; and Councillor Dominique Cere be appointed as an alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	22-21	→ Smoky Lake Region Fire and Rescue Committee	That Smoky Lake County Councillors Lorne Halisky and Linda Fenerty be appointed as members to the Smoky Lake Region Fire and Rescue Advisory Committee ; and Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	23-21	→ Citizens On Patrol (C.O.P) Liaison Committee	That the Smoky Lake County Councillor Dan Gawalko be appointed as member to the Citizens On Patrol (C.O.P) Liaison Committee ; and Councillor Dominique Cere be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	24-21	→ Road Ban Committee	That the Smoky Lake County Reeve be appointed as member to the Road Ban Committee along with the Public Works Manager and Chief Administrative Officer; and the Deputy Reeve be appointed as alternate; and any two (2) members have the authority to sign for the Road Ban / Restriction Order and will inform all members of Council of the execution of same, as required by Bylaw No. 1225-11.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	25-21	→ North East Muni-Corr Ltd. Committee	That Smoky Lake County Councillor Linda Fenerty be appointed as member to the North East Muni-Corr Ltd. Committee for the four-year term ending in Year 2025; and Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to NE Muni-Corr Ltd on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	26-21	→ Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee	That Smoky Lake County Councillor Dan Gawalko be appointed as member to the Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee ; and Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to Alberta CARE on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	27-21	→ Evergreen Regional Waste Management Commission	That Smoky Lake County Councillor Dan Gawalko be appointed as member to the Evergreen Regional Waste Management Commission ; and Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to Evergreen RWS on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	28-21	→ Highway 28/63 Regional Water Services Commission	That Smoky Lake County Councillors Dan Gawalko and Lorne Halisky be appointed as members to the Highway 28/63 Regional Water Services Commission ; and that Councillors Linda Fenerty and Jered Serben be appointed as alternates.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to Hwy28/63RWSC on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	29-21	→ Joint Health & Safety Committee	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the Joint Health & Safety Committee ; and Councillor Dominique Cere be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	30-21	→ Doctor Retention & Recruitment Committee	That the Smoky Lake County Reeve be appointed as the member to the Doctor Retention and Recruitment Committee ; and the Deputy Reeve be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	31-21	→ Family Community Support Services Committee	That all members of Smoky Lake County Council be appointed to the Family Community Support Services Committee .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	32-21	→ Smoky Lake Foundation	That Smoky Lake County Councillors Dominique Cere and Jered Serben be appointed as members to the Smoky Lake Foundation Board ; and Councillors Lorne Halisky and Linda Fenerty be appointed as alternates.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to SL Foundation on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	33-21	→ Municipal Planning Commission	That all members of Smoky Lake County Council be appointed to the Municipal Planning Commission – Development Authority , as required by Bylaw No. 1346-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	34-21	→ Subdivision and Development Appeal Board	That Smoky Lake County re-appoint Members-at-Large: Grant Gillund, Christine Hansen, Richard Dubetz, and Jerry Melnyk as members to the Subdivision and Development Appeal Board , as required by Bylaw No. 1347-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	35-21	→ Sub-Division Authority	That Smoky Lake County re-confirm Jane Dauphinee, BA – Mplan – RPP – MCIP – Principal / Senior Planner, Municipal Planning Services (2009) Ltd. , as the person appointed as the Sub-Division Authority for Smoky Lake County, as per Bylaw No. 1345-19; and, on an as needed basis for the 2021-2022 year.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	36-21	→ Smoky Lake Regional Heritage Board	That Smoky Lake County appoint Councillors Linda Fenerty and Lorne Halisky be appointed to the Smoky Lake Regional Heritage Board as per Bylaw No. 1371-20 and re-appoint the Public-at-Large members to the as follows: Noreen Easterbrook, Graham Dalziel, Christine Hansen, Michelle Wright, Leon Hunter-Boychuk and Pamela Billey.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	37-21	→ CCI Wireless - Corridor Communications Inc.	That Smoky Lake County Councillor Lorne Halisky be appointed as member to CCI Wireless - Corridor Communications Inc. and Councillor Dan Gawalko be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to CCI on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	38-21	→ Regional Community Development Committee (RCDC)	That Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members to the Regional Community Development Committee (RCDC) ; and Councillor Linda Fenerty be appointed as alternate; and the public-at-large members be appointed when the vacant positions are filled, as per Bylaw No. 1399-21.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	39-21	→ Intermunicipal Development Plan (IDP) – Town of Smoky Lake	That Smoky Lake County appoint Councillor Lorne Halisky and Jered Serben, as members to the Smoky Lake County / Town of Smoky Lake Intermunicipal Development Plan (IDP) Committee; and Councillor Dominique Cere, be the alternate member, as per Bylaw No. 1289-16.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	40-21	→ Intermunicipal Development Plan (IDP) – Village of Waskatenau	That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / Village of Waskatenau Intermunicipal Development Plan (IDP) Committee; and Councillor Lorne Halisky, be the alternate member, as per Bylaw No. 1304-17.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	41-21	→ Intermunicipal Development Plan (IDP) – Village of Vilna	That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / Village of Vilna - Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1290-16.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	42-21	→ Intermunicipal Development Plan (IDP) – Lamont County	That Smoky Lake County Committee appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / Lamont County Intermunicipal Development Plan (IDP) Committee; and Councillor Linda Fenerty, be the alternate member, as per Bylaw No. 1383-16.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /


Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	43-21	→ Intermunicipal Development Plan (IDP) – County of St. Paul No.19	That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / County of St. Paul No.19 Intermunicipal Development Plan (IDP) Committee, as per Bylaw No.1334-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	44-21	→ Intermunicipal Development Plan (IDP) – County of Two Hills No.21	That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / County of Two Hills No. 21 Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1335-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	45-21	→ Intermunicipal Collaboration Committee (ICC) – Smoky Lake Region	That Smoky Lake County appoint Councillors: Lorne Halisky and Linda Fenerty, as members to the Smoky Lake Region (Smoky Lake County / Town of Smoky Lake / Village of Waskatenau / Village of Vilna) Intermunicipal Collaboration Committee (ICC); and Councillor Jered Serben, be the alternate member, as per Bylaw No. 1365-20.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	46-21	→ Intermunicipal Collaboration Committee (ICC) – Thorhild County	That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / Thorhild County Intermunicipal Collaboration Committee (ICC); and Councillor Dan Gawalko, be the alternate member, as per Bylaw No.1368-20.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	47-21	→ Intermunicipal Collaboration Committee (ICC) – Lamont County	That Smoky Lake County appoint Councillors: Linda Fenerty and Jered Serben, as members to the Smoky Lake County / Lamont County Intermunicipal Collaboration Committee (ICC); and Councillor Dominique Cere, be the alternate member, as per Bylaw No.1391-21.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	48-21	→ Intermunicipal Collaboration Committee (ICC) – County of St. Paul No.19	That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / County of St. Paul No.19 Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1361-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	49-21	→ Intermunicipal Collaboration Committee (ICC) – County of Two Hills No.21	That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / County of Two Hills No.21 Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1360-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	50-21	→ Ukrainian Twinning Committee	That Smoky Lake County appoint Councillors: Linda Fenerty and Lorne Halisky to the Ukrainian Twinning Committee , appoint Councillor Jered Serben as alternate member, as per Bylaw No. 1404-21.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	51-21	→ Agricultural Service Board	That all members of Smoky Lake County Council be appointed to the Agricultural Service Board , as required the Agricultural Service Board Act, and as per Smoky Lake County Bylaw No. 1357-19: Agricultural Service Board.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	52-21	→ Agricultural Issues Advisory Committee	That the Smoky Lake County Agricultural Service Board Chairperson and Vice-Chairperson and any other member of Council affected by a specific issue be appointed to the Agricultural Issues Advisory Committee ; and the Agricultural Issues Advisory Committee will call for "Public-at-Large" members, when required.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	53-21	→ Agricultural Service Board Independent Appeal Panel for Weed Control	That Smoky Lake County re-appoint the Public-at-Large members to the Agricultural Service Board Independent Appeal Panel for Weed Control , as per Bylaw 1240-12, as follows: Barry Feniak, Norman Schmidt, and Robert Semeniuk; and Ed Doktor as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	54-21	→ Lakeland Agricultural Research Association (LARA)	That the Smoky Lake County Agricultural Service Board Chairperson be appointed to the Lakeland Agricultural Research Association (LARA) ; and the Smoky Lake County Agricultural Service Board Vice-Chairperson as alternate; and acknowledge LARA appointed Public-at-Large members: Barb Shapka and Charlie Leskiw.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	55-21	→ Northeast Alberta HUB	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the Northeast Alberta HUB ; and that Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to NE Alberta Hub on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	56-21	→ Northern Lights Library System	That Smoky Lake County Councillor Linda Fenerty be appointed as board representative for the four-year term ending in Year 2024, to the Northern Lights Library System ; and Councillor Dominique Cere be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to NLLS on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

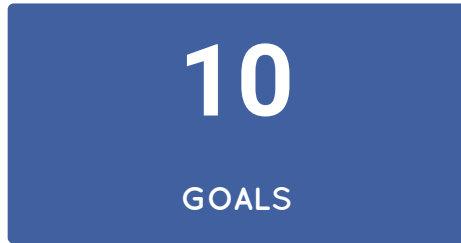
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	57-21	→ Smoky Lake Community Daycare Co-operative Committee	That Smoky Lake County Councillor Jered Serben be appointed as member to the Smoky Lake Community Daycare Co-operative Committee ; and Councillor Lorne Halisky be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to the Pumpkin Patch Daycare on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	58-21	→ Smoky Lake Agricultural Society	That Smoky Lake County Councillor Jered Serben be appointed as representative to the Smoky Lake Agricultural Society ; and Councillor Lorne Halisky be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Legislative Services emailed a letter to SL Ag Society on November 5, 2021, stating who was appointed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	59-21	→ Natural Gas Committee	That all members of Smoky Lake County Council be authorized as the Natural Gas Committee to exercise the Rural Gas Act and supplemental Bylaws thereto.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	60-21	 Environmental Operations Committee	That all members of Smoky Lake County Council be authorized as the Environmental Operations Committee for the Management of Water, Wastewater and Waste.	Legislative Service Clerk	Patti Priest: Achievements: The updated Municipal Committee Listing was distributed to Council, County Managers, and the Town & Villages CAOs, on November 23, 2021 by email from Legislative Services. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 /



COUNCIL REGULAR MEETING ACTION LIST OCT. 28, 2021 AS OF 2021/12/09

5.1.3.vii



● Draft
 ● Not started
 ● Behind
 ● On Track
 ● Overdue
 ● Complete
 → Direct Alignment
 --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2021 10 28 County Council Meeting				Comple 900 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	64-21	→ Rubenheimer Medical Clinic - 25th Anniversary	That Smoky Lake County Council approve to purchase an anniversary plaque as well as a floral arrangement from The Floral Farm, Smoky Lake, in recognition of the Rubenheimer Medical Clinic's 25th Anniversary, for a combined total expense in the amount not to exceed \$300.00; and post congratulations of the said anniversary of the Rubenheimer Medical Clinic on the County's social media and Grapevine.	Municipal Clerk	<p>Jenna Preston:</p> <p>Achievements: Plaque template was sent in to Starbrite on November 4, 2021 once the celebration date was received. Will be contacted when the plaque is ready for pick-up.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Congratulatory ad placed in the Smoky Lake County November Grapevine (published the week of November 8, 2021 in the Redwater Review) • Congratulatory ad scheduled to appear on the Smoky Lake County Facebook page on November 4, 2021- November 3, 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	65-21	→ Bellis Board of Trade Liaison Committee - Terms of Reference	That Smoky Lake County draft a policy titled "Bellis Board of Trade Liaison Committee: Terms of Reference" for the purpose of appointing an elected official and an alternate to attend the Bellis Board of Trade meetings.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The draft Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee: Terms of Reference, is scheduled for Council review at the December 16, 2021, Council Meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	66-21	→ Bellis Board of Trade Liaison Committee – Meeting Attendance	That Smoky Lake County approve Councillor Halisky be appointed to attend the Bellis Board of Trade meetings, and approve Councillor Fenerty as the alternate.	Legislative Service Clerk	Patti Priest: Achievements: Legislative Services updated the Municipal Committee Listing distributed it to Council & it was posted to the County website. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/10/28	67-21	→ Smoky Lake Legion Branch No. 227 – Request for Financial Assistance	That Smoky Lake County defer the letter from George Brooks, President, of the Royal Canadian Legion - Smoky Lake Legion Branch No. 227, dated October 27, 2021, requesting financial assistance with the cost of replacing the furnace.	Legislative Service Clerk	Patti Priest: Achievements: A Request for Decision will be prepared for the December 16, 2021 Council Meeting. The town of Smoky Lake made the following motion on November 2, 2021: MOTION: 734-2021 MOVED by Councillor Makowichuk that Town of Smoky Lake approve to contribute one half of the cost to replace the furnace in the amount of \$2,250.00 (not including GST) at the Royal Canadian Legion located at 4612 McDougall Drive in Smoky Lake; to be funded from the 2021 Operating budget entitled “Grants to Individuals and Organizations”; in reference to the letter from George Brooks, President, Royal Canadian Legion Smoky Lake Br.227, dated October 27, 2021. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	68-21	→ Disaster Recovery Program Grant – Contract to Document for Submission Contract	That Smoky Lake County Council approve to contract Angela Semeniuk of RAS Farms, Smoky Lake, for the purpose of preparing the remaining documentation required to receive the 2020 Disaster Recovery Program Grant funds, as approved on October 1, 2021, in respect to the overland flooding during June 3-8, 2020.	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Angela met with Gene, Doug and Brenda on November 8, 2021 to begin the process of gathering backup for submission. The target date for submission of Municipal Costs is the first week in January.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: The CAO & Finance Manager met with Angela Semeniuk on Monday, November 8, 2021. Municipal File: 19-79</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /
2021/10/28	69-21	→ Family and Community Support Services (FCSS) Grant	<p>That Smoky Lake County approve to allocate funding from the 2021 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant, as follows to:</p> <ul style="list-style-type: none"> · Smoky Lake Holubka Dancers, in the amount of \$2,500.00 for volunteer appreciation and video for the Lodge residents; · Smoky Lake Regional Chamber of Commerce, in the amount of \$1,500.00 for the Family Light up Festival; · The Kinette Club of Smoky Lake, in the amount of \$1,000.00 towards their Angel Tree Food and Toy Drive; · Smoky Lake FCSS \$800.00 for the Atlas of the Heart self-improvement book study; and · Smoky Lake FCSS \$2,000 for the 6 weeks to Christmas Family project program. 	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Cheque 51819 to the Kinette Club for \$1,000 Cheque 51827 to the Town of Smoky Lake FCSS for \$2,800</p> <p>Deposit 9000000598 to the Smoky Lake Holubka Dancers for \$25000 were sent on November 19, 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 /

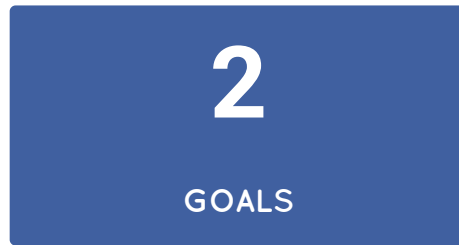
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	71-21	→ Disaster Recovery Program (DRP) Application	That Smoky Lake acknowledge receipt of the letter received the Honourable, Ric McIver, Minister of Alberta Municipal Affairs, dated October 1, 2021, announcing the approval of Smoky Lake County's Disaster Recovery Program (DRP) Application of December 21, 2020, in respect to the overland flooding during June 3-8, 2020.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Correspondence retained for documentation purposes. Municipal File: 19-79</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /
2021/10/28	72-21	→ Rural Municipalities of Alberta (RMA) Fall Convention	That Smoky Lake County Council who can attend – attend the RMA Fall Convention scheduled for November 23 – 26, 2021, at the Edmonton EXPO Centre, and notify Administration for registration / hotel reservation purposes.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Legislative Services registered all Council, CAO, P&D Manager, and P&D Assistant to attend the RMA Convention, and booked all their accommodations. Councillors Gawalko & Fenerty, decided to not attend and Legislative Services cancelled their non-refundable registration and adjusted the accommodations reservations accordingly.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/28	73-21	<p>→ Go East Regional Tourism Organization</p>	<p>That Smoky Lake County decline the appointment of a member to: Go East Regional Tourism, in response to the letter from Danielle Charette, Office Administrator, Go East Regional Tourism Organization, dated October 19, 2021, requesting elected official representation to be appointed to Go East of Edmonton Regional Tourism for the purpose of attending seasonal or yearly events; as Smoky Lake County's representation through the Smoky Lake Region's Community Economic Development Officer is adequate.</p>	<p>Legislative Service Clerk</p>	<p>Patti Priest:</p> <p>Achievements: From: Patti Priest Sent: November 23, 2021 10:23 AM To: 'danielle.goeast@gmail.com' <danielle.goeast@gmail.com> Cc: Michelle Wright <cedo@smokylakeregion.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca> Subject: Appoint a Municipal Representative to Go East of Edmonton Regional Tourism</p> <p>Good morning Danielle,</p> <p>Thank you for your email dated October 19, 2021, requesting a Council member appointment to Go East of Edmonton Regional Tourism.</p> <p>Smoky Lake County Council reviewed your request at their October 28, 2021 Council meeting and declined appointing a member, as our Council receives information on the important work you are doing through our Community Economic Development Officer, Michelle Wright and our Regional Community Development Committee.</p> <p>Municipal File: 7-28</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	<p>Comple 100 /</p>



COUNCIL BUDGET MEETING ACTION LIST OCT. 29, 2021 AS OF 2021/12/09

5.1.3.viii



● Draft
 ● Not started
 ● Behind
 ● On Track
 ● Overdue
 ● Complete
 → Direct Alignment
 --- Indirect Alignment

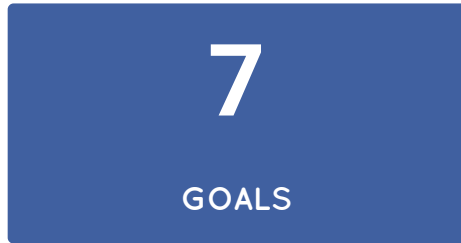
GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/29	80-21	Public Participation – Open House for Year-2022 Budget	That Smoky Lake County scheduled a virtual Open House on Tuesday, December 7, 2021 at 7:00 p.m., to receive public input for the Year-2022 Budget as part of the Public Participation process.	Communications Technician	Evonne Zukowski: Achievements: <ul style="list-style-type: none"> • 2022 Budget Open House advertised in the November edition of the Smoky Lake County Grapevine, published the week of November 8, 2021 in the Redwater Review • Added Budget Open House as a website notice- November 29, 2021 • 2022 Budget Open House advertisements scheduled to appear on the Smoky Lake County Facebook page on November 23, November 30 and December 7, 2021- November 3, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/29	81-21	2022 Budget and Five-Year Financial Plan – Council Discussion	That Smoky Lake County Council defer the draft Year-2022 budget to allow time for Administration to incorporate recommended changes as discussed on October 29, 2021, and for the subsequent draft Year-2022 Budget be created for preparation of adopting the interim budget, to the November 19, 2021, Council Budget Meeting.	Finance Manager	Brenda Adamson: Achievements: Changes were presented to Council on November 19, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 /



5.1.3.ix



● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...	
	No value	2021 11 17 Committee of the Whole					Comple 426 /
2021/11/17	85-21	→ Gary & Anita DeWitt, Landowners at Hillside Acres, Whitefish Lake	That Smoky Lake County Council recommend, at the next County Council Meeting, to acknowledge receipt of the correspondence received from, and on behalf of, Gary and Anita DeWitt, dated August 16, 2021 and August 19, 2021, concerning the Environmental Reserve at Hillside Acres, Whitefish Lake; and acknowledge the appearance of the DeWitt's, as delegation further to their correspondence, at the November 17, 2021, Council Committee of the Whole Meeting, as per Council's August 26, 2021, Motion #1156-21.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager has forwarded a copy of Gary & Anita DeWitt's comments to the Municipal Clerk for inclusion in the December 16th, 2021 County Council agenda package with the recommendation that Council accept the correspondence for information.</p> <p>Challenges: No value</p> <p>Next Steps: No value</p>	Comple 100 /	

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/11/17	86-21	→ Lori Danyluk, Landowner at Hillside Acres, Whitefish Lake	That Smoky Lake County Council recommend, at the next County Council meeting, to acknowledge the appearance of the delegations: Lori Danyluk and Gayle Holtz (Landowners at Hillside Acres, Whitefish Lake), further to Council's October 15, 2021 Motion #1313-21, and concerning the use of the Environmental Reserve (ER), and need for a community dock system, safe boat launch, children's park, and handicap access to the lake at Hillside Acres, Whitefish Lake.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: RECOMMENDATION: That Smoky Lake County Council acknowledge the appearance of the delegations: Lori Danyluk and Gayle Holtz (Landowners at Hillside Acres, Whitefish Lake) regarding issues related to Environmental Reserve lands and need for a community dock system, safe boat launch, children's park, and handicap access to the lake at Hillside Acres, Whitefish Lake.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 45 /
2021/11/17	87-21	→ Angela Sime, Landowner at Hillside Acres, Whitefish Lake	That Smoky Lake County Council recommend, at the next County Council meeting, to acknowledge receipt for record retention, the written correspondence received from Angela Sime, Landowner at Hillside Acres, Whitefish Lake, dated October 27, 2021, concerning the use of the Environmental Reserve (ER) within the subdivision of Hillside Acres at Whitefish Lake.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager has forwarded a copy of Angela Sime's comments to the Municipal Clerk for inclusion in the December 16th, 2021 County Council agenda package with the recommendation that Council acknowledge receipt of the correspondence for information.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 99 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/11/17	88-21	→ Land Use Bylaw 1272-14 Amendment to create a Recreation District	That Smoky Lake County Council recommend further discussion be held at a Council Meeting after administration drafts an amendment to Smoky Lake County's Land Use Bylaw #1272-14, to propose the creation of a Recreation District with "Permitted Uses", including campgrounds, RV parks, hunting lodges, resorts, bed & breakfasts, and other similar uses, and to propose the removal the aforementioned "Uses" from the list of "Discretionary Uses" under the Agriculture District.	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is currently working on preparation of an amendment to the Land Use Bylaw to create a "Recreation" Land Use District with "Permitted Uses", including campgrounds, RV parks, hunting lodges, resorts, bed & breakfasts, and other similar uses, and to propose the removal the aforementioned "Uses" from the list of "Discretionary Uses" under the Agriculture District, and will bring this proposed amendment forward to a future County Council meeting for discussion.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 48 /
2021/11/17	89-21	→ Trails Strategy & Lake Accretion Update	<p>That Smoky Lake County Council recommend the information received from the Planning and Development Department on November 17, 2021, in regard to the next steps of the Trails Strategy and Lake Accretion be brought forward to a future County Council Meeting to accept as the next steps of:</p> <ul style="list-style-type: none"> · A jurisdictional scan of how other municipalities are managing their trails. · Public participation in Spring 2022 to solicit input on trails mapping, and potential options for service levels, maintenance standards, or possible closures or regulation. <ul style="list-style-type: none"> o This will likely encompass one or more Open Houses, survey, etc. o Interested members of the public are always invited to contact Planning & Development without waiting for a specific invitation engagement. o Work will continue for this file and will be brought back to Council or Committee for consideration prior to proceeding with public engagement. · As an eventual outcome of this work, the County may consider adopting a policy statement and/or bylaw which will provide direction for management of trails. 	Planning & Development Manager		On Track 54 /

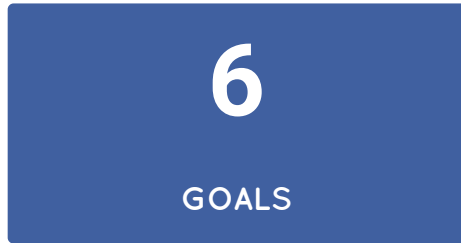
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/11/17	90-21	↳ Council Orientation – Planning and Development	<p>That Smoky Lake County Council recommend, at the next County Council meeting, to acknowledge the Planning and Development Council Orientation was held with all Council and facilitated internally by the Planning and Development Manager: Jordan Ruegg and Planning and Development Manager Assistant: Kyle Schole, on November 17, 2021, at the Council Committee of the Whole Meeting, outlining the following:</p> <ul style="list-style-type: none"> · Planning and Development Services Department – “Who we are?”, · Planning Legislation, Bylaws & Policies, · Planning Hierarchy & Consistency, · Planning Legislation, Regulations, Bylaws, and Policies, · Treaty 6 and Indigenous Acknowledgement, and · Ongoing and Upcoming Planning and Development Projects. 	Planning & Development Manager	<p>Jordan Ruegg:</p> <p>Achievements: RECOMMENDATION:</p> <p>That Smoky Lake County Council acknowledge the Planning and Development Council Orientation was held with all Council and facilitated internally by the Planning and Development Manager: Jordan Ruegg and Planning and Development Manager Assistant: Kyle Schole, on November 17, 2021, at the Council Committee of the Whole Meeting, outlining the following:</p> <ul style="list-style-type: none"> · Planning and Development Services Department – “Who we are?”, · Planning Legislation, Bylaws & Policies, · Planning Hierarchy & Consistency, · Planning Legislation, Regulations, Bylaws, and Policies, · Treaty 6 and Indigenous Acknowledgement, and · Ongoing and Upcoming Planning and Development Projects. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	<p>On Track 80 /</p>



COUNCIL BUDGET MEETING ACTION LIST NOV. 19, 2021 AS OF

2021/12/09

5.1.3.x



● Draft ● Not started ● Behind ● On Track ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021 11 19 Budget Meeting						Comple... 500 /
2021/11/19	93-21	→ Year-2022 Natural Gas Budget	That Smoky Lake County adopt the Year-2022 Natural Gas System Budget: total revenue in the amount of \$3,112,800 and total expenditures in the amount of \$3,342,800 (including amortization).	Finance Manager	Brenda Adamson: Achievements: The Natural Gas budget will be consolidated with the municipal budget to be entered into the financial system and reported on in 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple... 100 /
2021/11/19	94-21	→ Five-Year Capital Budget	That Smoky Lake County Council Present the draft Five-Year Capital Budget at the virtual Budget Open House - Public Participation Meeting scheduled for Tuesday, December 7, 2021 at 7:00 p.m..	Finance Manager	Patti Priest: Achievements: The draft Five-Year Capital Budget was incorporated into the presentation for the virtual Budget Open House - Public Participation Meeting held on Tuesday, December 7, 2021. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple... 100 /

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/11/19	95-21	→Year-2022 Road Plan	That Smoky Lake County Council Present the draft Year-2022 Road Plan at the virtual Budget Open House - Public Participation Meeting scheduled for Tuesday, December 7, 2021 at 7:00 p.m..	Finance Manager		Comple 100 /
2021/11/19	96-21	→Year-2022 Operating Budget	That Smoky Lake County Council Present the draft Year-2022 Operating Budget at the virtual Budget Open House - Public Participation Meeting scheduled for Tuesday, December 7, 2021 at 7:00 p.m..	Finance Manager	Patti Priest: Achievements: The draft Year-2022 Operating Budget was incorporated into the presentation for the virtual Budget Open House - Public Participation Meeting held on Tuesday, December 7, 2021. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /
2021/11/19	97-21	→Hanmore Lake Campground West Side – Water Source	Budget by increasing it in the amount of \$26,000.00, provisionally funded from Reserves, for the project: Hanmore Lake Campground West Side – Water Source, including but not limited to drilling a water well and conducting the remediation of the current non-sufficient well.	Finance Manager	Brenda Adamson: Achievements: The cost and funding have been added to the interim budget. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 /

Vilna and Bellis citizens on patrol meeting

October 28 2021 @ Bellis curling rink

Dan Gawalko councillor div. one

- No RCMP members were in attendance to give a report .
- Lorne gave the county report said we have a new bylaw officer and she does unsightly premises and some dog bylaws , thefts are up lock your vehicle's and there will be 2 officers from fish and wildlife in the area now.
- The finance statements were presented by Leanna and 100 dollars was donated to the Vilna fire dept safe Halloween event .
- ID cards were discussed , and the new road signs are ready for installation and also 4 vehicle signs,the pen order is in and Gloria handed some out at the meeting, lots of tickets left for the meat raffle that will be drawn on Nov 27/21, Ron and Leanna attended the virtual ACOPA AGM on behalf of the group.
- The next meeting will be on January 19 2022 @ 7 pm at the Vilna cultural center

Vilna-Bellis C.O.P.

Meeting Minutes

October 28, 2021 @ 7pm

Members Present: Edith Campbell, Ron Cyr, Gloria Dombowsky, Connie Rogers, John and Delores McCormack, Marylou Savic, Marlean Skoreyko, Mark and Leanna Schoepgens, Jennifer Vinnette, with Councillors Lorne Halisky and Dan Gawalko, and prospective member Al Osinchuk

1. Meeting called to order at 7:01 pm at the Bellis Curling rink meeting room.
2. Agenda reviewed and adopted as presented. Marlean S.
3. Officer's Report: None present, acting Sargent Jeff Sehn sends regrets-very busy.
4. County Councillor's Report: Lorne H. reported that he will be the new Smoky Lake County Reeve and Dan G. will be the Deputy Reeve. As such, Lorne will no longer attend our meetings, but Dan will and Linda Fenerty may attend when her schedule permits. Lorne reported that the new Bylaw officer is doing well and has responded to dog complaints and several unsightly properties were identified. Smoky Lake RCMP report increase in vehicle and property thefts. When patrolling, our members should let people know if we see unsecured valuables. Recently a church bell tower and generator were stolen. Trevor T. does CPTED (Crime Prevention Through Environmental Design) training if anyone is interested. The Iron Horse Trail and Trail Twisters-signs have been posted, but sometimes users stray onto private property. The final grade for the winter has been done, preparing for upcoming snowmobile usage. Rural is now paying for policing, so there is more local interest from the RCMP, with increased local patrols. Fish and Wildlife report bear sightings are slowing down. There has been an increase in abandoned pets with people returning to work from Covid lockdowns. Trapper (Trevor Cameron) can trap animals if reported and Smoky Lake now has an animal shelter north of town. Lorne said that there has been some interest in C.O.P. by other local communities like in Warspite, Waskatenau, and Smoky Lake so Lorne was given a couple ACOPA brochures to share.
 Dan G. added that there will be first aid training sponsored by the Vilna Ag Society for only \$20.00 with more info provided in the Redwater Review. Choose from 2 courses on either November 6/7th or November 27/28th from 0830 am to 5pm at the Vilna Cultural Center. (Register at info@vilnaagsociety.com or phone 780-298-0383).
 The Vilna Fire Department is also hosting a safe Halloween event this Sunday from 4-6pm for local children. Marlean S. made a motion to donate \$100.00 for the event, seconded by Marylou S. and all were in favour. Cheque given to Jennifer V. to pass on.
5. Previous meeting minutes adopted as presented-Jennifer V. Marylou S.
6. Financial Statement – prepared by Treasurer/Leanna S.
 October Treasurers report presented. Current account funds as of October 7th bank statement was \$18718.48. Financial Statement Adopted- John M./Edith C.
7. Old Business
 - a. ID Cards – As new members join, after 6 months they can provide a picture and their ID card will be provided by ACOPA. Marlean S. reported a discrepancy on her membership date and Connie doesn't have ID yet. Leanna can arrange for her ID once photo provided.
 - b. Road Signs – Thanks to Marlean/Marshall S. –they picked up the road signs and left with the County for installation. 4 reflective vehicle signs with the ACOPA logo were given to Leanna S. with one forwarded to Jennifer V. during the meeting as requested. Let Leanna know if anyone else wants one. We'd like to get the road signs up this year so Marlean S. volunteered to go with Gloria D. on patrol and scout prospective sign locations and will report back to Trevor T. Lorne H. stated the new council still approves County installation. The tentative quote for a banner from Trevor H. was about \$250.00, but we can wait until next year to purchase as he has the template now. Invoice for \$1933.05 for the 25 signs and 4 magnetic signs to be paid by Treasurer post meeting (Paid Nov 1, 2021)

- c. Meat Raffle –Still lots of tickets out. Gloria/Leanna collected returned/sold ticket books and money post meeting. Decided to meet November 20th at the Bellis Curling Rink for final turn in of tickets and draw will be held November 27th at the Vilna Cultural Center.
- d. Advertising products: The second pen order came in and Gloria distributed some pens to those who requested. The rest were left with Leanna S. Gloria also distributed some free promotional notepads/note books provided with the last pen order. (Thanks to Gloria)
- e. Edgar Lacasse- Marlean S. brought the \$75.00 cheque from RCW and she will draft a thank you letter to RCW for the donation in Edgar's name. Marylou S. can follow up with Edgar's family if anymore C.O.P. property like the vest and goggles have been located.
- f. ATB account, on-line banking for deposit and account balances has been setup. Cannot e-transfer or pay bills as still require 2 signatures. All account authorized signing members have completed their signing authority paperwork at ATB.
- g. ACOPA AGM went virtual due to Covid restrictions. Ron C. and Leanna S. attended on behalf of our group. The only motion for approval was that ACOPA is combining the Secretary and Treasurer positions and will be hiring a book keeper as the amount of work with fundraising, casino's, raffles, and audit was too much for a volunteer to handle. A RCMP representative reported on an on-line crime reporting website they are working on, plus a crime notification/fan out being organised to let local groups know when something going on in their area to watch out for.
ACOPA reported they are still updating their website as it has been a huge project. Once the new website is ready, any member can log into the secure site using their email address and see relevant information, including previous quarterly newsletters and events. Leanna S. previously submitted an updated list for our group and she will be the administrator for our group, so responsible for any updates/changes.

8. New Business

- a. Nomination/Election: Vacant positions for Secretary: Ron C. said Leroy Kunic is signing up as a new member and is interested in the secretary role. Leanna S. checked with Dawn R. and although she would like to remain with our group, personal demands still too high for her to return to her prior secretary role. Leanna S. will continue to cover until Leroy's application has been approved and he has been oriented into the role.
 - b. Sgt Tina Chan: Marlean S. saw her today and she is still on leave/grieving but passed on regards to our group.
 - c. Birthday cards: Edith C. volunteered to take over the Birthday card for member's project. If anyone has extra cards, please give them to Edith but she has enough to start.
9. Next meeting: January 19th, 2021, **7pm** at Vilna Cultural Center.
10. Ron C. adjourned meeting at 7:58 pm.

VILNA COP TREASURERS REPORT – Oct 28, 2021

Bank balance as of October 7th, 2021 bank statement is \$18718.48. The cheque for Amsterdam/pen order cleared for \$562.00, ACOPA membership of \$50.00, and there are no outstanding cheques. There is an outstanding invoice of \$1933.05 for Aston Construction signs (Trevor Henry) which includes \$1625.00 for 25 road side signs, and \$216.00 for 4 magnetic vehicle signs, plus gst. The \$3000.00 duplicate donation from the County of Smoky Lake was refunded. We made \$0.63 interest, and raffle ticket sales of \$1000.00. Please let Leanna or Gloria know if you have sold books/money to submit.

The signing authorities have been updated with ATB and online banking setup for deposit only as any payments/Cheques/e-transfers would still require the two signatures. Account activity/bank balance can also be viewed online.

Please email Leanna/Treasurer your mileage sheets and she will arrange payment. Reminder to include both hours patrolled and Km driven. Also keep good notes and/or a Log Report for your patrols.

Thank you to the members of our group who continue to actively or passively patrol during these difficult times and restrictions. Stay safe and stay healthy.

Report prepared by:

Treasurer, Leanna Schoepgens

**EVERGREEN REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION**

Minutes of Regular Meeting

**County of St. Paul Office
Wednesday, October 13, 2021
10:00 a.m.**

Members Present:

Steve Upham- Chairman
Nathan Taylor
Debra McQuinn- Virtually
Dan Kotylak- Virtually
Randy Orichowski- Virtually
Leo Chapdelaine- Virtually
Richard Warren- Virtually

Alternates Present:

Maxine Fodness
Ron Boisvert- Virtually
Terri Hampson- Virtually
Hank Holowaychuk- Virtually
Dan Gawalko- Virtually

Paul Poulin- Manager Evergreen Landfill
Ashley Cozzens- Recording Secretary
Sheila Kitz- County of St. Paul
Tim Mahdiuk- County of St. Paul - Virtually
Steven Jeffery- Town of St. Paul- Virtually

1. CALL TO ORDER

Steve Upham called the meeting to order at 10:03 a.m.

a. Additions to Agenda

Dan Kotylak made a motion to accept the agenda as presented.

CARRIED

2. MINUTES OF SEPTEMBER 22, 2021 REGULAR MEETING

Dan Kotylak made a motion to adopt the minutes of the September 22, 2021 Regular Meeting as presented.

CARRIED

3. **BUSINESS ARISING FROM MINUTES**

a. **Business Plan**

The 5 year Business Plan that was reviewed at the August 4, 2021 Special Meeting was presented.

- Change Dennis Bergheim to Former Manager

Leo Chapdelaine made a motion to accept the Business Plan with the one change.

CARRIED

The 5 year financial plan was presented.

- Look into other insurance options
- Appeal- see what the status is

Nathan Taylor made a motion to accept the 5 year financial plan as amended.

CARRIED

b. **Summation Statement for incoming Governance**

A timeline of what has happened the last four years will be ready for the new council members at the organizational meeting.

c. **Banner Environmental Engineering Consultants**

Banner Environmental Engineering Consultants submitted a proposal to undertake an options analysis to enhance leachate management capabilities. Banner will investigate a logical spectrum of treatment and disposal options for the management of annual waste waters collected from the Evergreen site.

Proposed Options:

1. 3rd party deep well injection
2. Re-Circulation
3. Disposal to 3rd party wastewater treatment system
4. Evaporation alternatives

Nathan Taylor made a motion to file the Banner Environmental Engineering Consultants discussion as information.

CARRIED

4. **CLOSED MEETING SESSION**

No closed meeting session.

5. **TREASURERS REPORT**

Ashley Cozzens presented the Treasurer's Report to September 30, 2021.

Debra McQuinn made a motion to accept the treasurer's report as presented.

CARRIED

6. **NEW BUSINESS**

a. **Regional Site Report**

Paul presented the site report for the Evergreen Landfill October 2021:

- Meeting with Kehewin Cree Nation regarding them hauling their own garbage to Evergreen.
- There will be a burnt church from Kehewin that will be coming to Evergreen
- Saddle Lake has demolition from 20 houses that will be coming to Evergreen
- Shredding company- Multch Co.- that can shredder garbage at a 3 to 1 ratio; no prices were discussed
- Dennis Bergheim – took pictures of the landfill with a drone
- In the fall hope to get rock truck from County to haul clay

Randy Orichowski made a motion to accept the Regional Site Report as information.

CARRIED

b. **Schedule F- Board Remuneration & Expenses Reimbursement**

Schedule F was presented for board remuneration and expenses reimbursement.

This schedule has the rates for attended a regular/ special meetings and mileage.

Richard Warren made a motion to add Schedule F to the organization meeting agenda.

CARRIED

7. **OTHER BUSINESS/CORRESPONDENCE**

No other business/ correspondence.

8. **NEXT MEETING**

Randy Orichowski made a motion that the organizational meeting and regular meeting is to be scheduled for Wednesday, December 8, 2021 at 10:00 a.m. County of St. Paul Office.

CARRIED

9. **ADJOURNMENT**

Steve Upham adjourned the meeting at 11:22 a.m.

Date

Commission Chairman

DRAFT



EVERGREEN

REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

Box 3, Lafond, AB T0A 2G0

PH. 780-646-6125

Evergreen Regional Waste Management Services Commission

Summation Statement

October 16 2021

It's been my privilege to chair this committee for the last 8 years. To say it's a committee that has its challenges would be an understatement. We have a great manager, Paul is dedicated and knowledgeable, he holds a high level of respect by all who work with or for him.

Understanding the history and journey is key to directing Evergreen as it moves forward.

It was established nearly 20 years ago and tasked with sorting and handling the waste generated by the member communities. It had a few residents that challenged its establishment at the onset.

In 2008 a move was made to bring in waste from neighbouring commissions, namely the Beaver River Waste Management Commission. To do this, it meant that Evergreen would have to move to Class 2 designation, meaning collection of all fluid (leachate) running through the pile needed deep well disposal and also a whole new group of regulations. At this point despite being engineered and conforming to all applicable regulations, the license was challenged and an appeal launched by a local resident.

The cost to the commission was considerable and in the end the license was upheld with a couple of small amendments.

In 2012 we lost the Beaver River Waste tonnage, this made life for Evergreen tough. In waste tonnage is everything and to compete with the big players, Beaver County Waste Solutions - Ryley and Waste Management - Thorhild on price point, we need to receive at least 100,000 tonnes annually. A virtual impossibility given the volumes available within a feasible transportation radius.

New cell development is a large capital expense that is required from time to time, our next one is slated for 2028. The existing one only has a little over a year left to be paid off. There will be an opportunity to invest a substantial amount over the next 5-6 years to provide for its development.

Managing today's waste for tomorrow's future.

evergreenwaste@mcsnet.ca



www.evergreenwaste.ca



EVERGREEN
REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

Box 3, Lafond, AB T0A 2G0

PH. 780-646-6125

Equipment also, has an ongoing regeneration fund that's added to when surplus funds are available. We are also legislated to have a post closure and reclamation fund. We put a per tonne amount into the fund annually.

Our operating license with Ab Env. was renewed in 2018, it was approved, then once again appealed by the same party as before, using the same grounds that had been rebutted and proven invalid in the first appeal. The Env Appeal Board is not hearing the case at this time and there's been no date given for when it might be heard.

From a financial standpoint, we are in good shape. Our tipping rates of \$85 / tonne for MSW (household waste) and \$55 / tonne for inert (building material) waste meet our budgetary requirement and meet the need of charging a rate that keeps customers here and attracts new ones, by taking full advantage of our central location. There's no money in hauling waste a distance, so that's the value we can give our patrons plus the benefit of a well laid out yard which makes it convenient and efficient to dump and go. Trucks hauling to the big sites can wait for an hour or more to unload.

Having our own commission guards us and our neighbours from the potential of dealing with exponentially rising costs by the big companies.

In conclusion, The new board will have to work with Ab Env and legal to ensure our license start date is moved to the date the appeal board concludes it's deliberation and gives us a ruling. By that time we will be halfway through the existing license and be looking at renewing in a few years. It's our hope that the appeal board will treat their decision and document it in a way that no subsequent appeal for a renewal cannot include items that have been dealt with in prior appeals.

This document fairly states the position ERWMSC as of October 2021

Steve Upham

Retired Chair.

Managing today's waste for tomorrow's future.

evergreenwaste@mcsnet.ca



www.evergreenwaste.ca

Councillor's Report

For November 2021

From Councillor Linda Fenerty, Division 2

November 8, 2021 – North East Muni-Corr Ltd. (via Zoom)

- They did not have quorum so meeting was postponed until November 15, 2021 at 10:00 a.m.

November 15, 2021 – North East Muni-Corr Ltd. (via Zoom) – 10:00 am – 1:00 pm

- Agenda approved, with By-law review added to agenda (1.8)
- 4.1 – Bonnyville Regional Fire Authority invoice – they responded to a wildfire on May 7/21 behind Sportsman Mobile Home Park. Iron Horse Trail is on private land so BRFA have invoiced Muni-Corr. Muni-Corr to write a letter to BRFA and cc Town of Bonnyville for clarification.
- 5.1 – Smoky Lake County Subdivision Notice – Ken Billey is doing sub-division on NE corner of his property – No affect to Muni-Corr.
- 5.2 – Appointment letters – Banking Institution: Servus Credit Union. Appointment of Solicitor: Reynolds, Mirth. Land Purchases: Trevor Lee
- 6.1 – Riverland Recreational Trail Society – Elk Point Snowmobile Association has disbanded. Seacan moved to County Yard in St. Paul
- 6.3 – Executive Committee: Dwayne Yaremkevich (Pres), Maureen Miller (Vice-Pres), Dale Hedrick (Secretary), Elise Brousseau (Treas), Tim Mahdiuk (Controller). Signing authorities: Pres & Vice Pres
- 7.1. – County of St. Paul RR104 Reconstruction – part of Owlseye road has been redone extending it to NW of Owlseye. Hill has been levelled out and trees planted. No additional land being purchased. County of St. Paul just wants an easement to do the work.
- 7.2 – Trestle Maintenance Quote - \$16,687.50 (materials), \$13,700.00 (labour). Planks need to be redone; approaches resurfaced – will need bobcats so cost should be approx. \$30,000.00. This work hasn't been done for 20 years. Discussion on using cold mix for entrances and exits to bridge. Marianne to do more research into costs and bring to December meeting.
- 7.3. – Fort Kent Pavement – Marianne advised cost is approx. \$1,000.00 for each corner. Recommendation that we wait until CN gets back to Muni Corr.
- 7.5 – Temporary license of occupation – Brian Makaruk – Muni Corr will allow cattle to pasture from May-December
- 7.6 – Code of Conduct – need to do some work on it. Muni Corr got legal opinion. Matter has been turned back to Exec. Comm who will bring it to the Board for further discussion.

- 7.7 Closed Session – (a) Spedden Property – UFA has property for sale. There are no contamination issues - \$5,650.00 for 1 acre. Marianne to contact appraiser. (b) Bellis Property update – Muni Corr had right of way on East and West side. Lawyers sold it to Stahl's in error, so lawyer still owes Muni Corr for it.
- 7.8 Bylaw Review Date – February 14, 2022
- Meetings for Muni Corr will be the second Monday of the month at 10:00 a.m. Delegations at Board Meeting at meeting on January 10
- Date was set for Orientation Session – Tuesday, January 4, 2022. Information will be sent to Dropbox, Can get a printed copy if preferred.
- Next meeting will be December 13, 2021 at 10:00 a.m.

November 27, 2021 – Northern Lights Library System (NLLS) – 10:00 am – 1:12 pm

- Following items were accepted: today's agenda, minutes of August 27 meeting, Chair's report, Library Manager's Council report, ALTA report, Executive Director's report, 2022 budget
- Election of Executive Committee members was held. Executive Committee: Josh Crick, Maxine Fodness, Dwayner Spicer, Leslie Cusack, Matthew McLennan/Policy Committee: Dwayne Spicer, Josh Crick, Loraine Berry/Grievance Committee: Rick Fountain, Wanda Cochrane, Dwayne Spicer/Advocacy Committee: Larry Tiedemann, Dwayne Spicer, Chris Neureuter
- Board Orientation webinars to be held December 8- 6:00-8:00 pm or December 16 – 2:00-4:00 p.m. New board members are encouraged to attend.
- Dave Diduck moved that Executive Committee revisit cost of living allowance and/or benefits increase for staff. They will get back to the Board in February
- Next meeting will be February 25, 2022 at 10:00 a.m. Meetings generally held last Friday or Saturday of February, May, August and November



Reeve's Report

October 28, 2021 to December 7, 2021

October 28, 2021 – County Council Organizational Meeting, held in Chambers/Virtually (All Council)

- Lorne Halisky acclaimed as Reeve.
- Dan Gawalko acclaimed as Deputy Reeve.
- To view all appointments, please visit:
<http://www.smokylakecounty.ab.ca/p/municipal-committees>

October 28, 2021 – County Council Regular Meeting, held in Chambers/Virtually (All Council)

- Acknowledged 25th Anniversary of the Raubenheimer Medical Clinic.
- Approved add Bellis Board of Trade to the Council Committees & appointed Lorne Halisky.
- Approved to provide FCSS funding to:
 - Smoky Lake Holubka Dancers, in the amount of \$2,500
 - Smoky Lake Regional Chamber of Commerce, in the amount of \$1,500
 - The Kinette Club of Smoky Lake, in the amount of \$1,000
 - Smoky Lake FCSS \$800 and
 - Smoky Lake FCSS \$2,000

October 29, 2021 – Council Budget Meeting, held in Chambers/Virtually (All Council)

- The Chief Administrative Officer and Finance Manager presented the proposed Year-2022 Operating and Capital Budget.
- Approved to host a Public Open House for the 2022 Budget on December 7, 2021 at 7pm.

November 4, 2021 – Regional Council Orientation Training, held in Chambers/Virtually (All Council)

- Jeneane S. Grundberg, Q.C., Brownlee LLP virtually presented Council Orientation, outlining:
 - Municipal Purposes and Powers,
 - Roles and Responsibilities,
 - Code of Conduct Bylaw,
 - Council Proceedings,
 - Public Participation,
 - Pecuniary Interest,
 - Budget & Finance,
 - Councillor Disqualification, and
 - Personal Liability of Councillors.

November 5, 2021 – Northeast Regional ASB Conference, held in Myrnam, Alberta (All Council)

- Opening remarks by the Mayor of Myrnam and MP Shannon Stubs talked about the Lakeland District diversity etc.
- Received the ASB Program Update from Doug Macaulay, Manager, Agricultural Service Board Program.
- Received a Farm Safety Presentation.
- Held elections for Regional ASB Committee Representative/Alternate.
- Received Update from Provincial ASB Committee.
- Reviewed the 2020 Report Card/Review ASB Rules of Procedure
- Reviewed the Regional Procedures for Selecting, Preparing and Writing Resolutions.
- Derwent Fire Chief spoke of their Stars Project including using their Drone camera with heat sensing capabilities for fighting fires etc. and would do presentations for other fire departments.
- Toured the new Myrnam CTEC – Construction and Technology Education Centre School.



Reeve's Report

October 28, 2021 to December 7, 2021

November 9-10, 2021 – Munis 101, held in Bonnyville (All Council)

- Received key information and strategies needed to excel as a Councillor, to meet all Alberta Municipal Affairs requirements for mandatory post-election training, providing the fundamental strategies and concepts that new and returning elected officials can apply to learning about their own local municipal functions, plans, and financial information.

November 12, 2021 – Policy Committee Meeting, held in Chambers/Virtually (All Council)

- Reviewed the following Policy Statements:
 - 01-40-01: Governance Policies.
 - 61-03-03: Application for Development Permit.
 - 08-17-01: Family and Community Support Services (FCSS) Grants.
 - 08-18-08: Council Remuneration.
- Recommended a 5% rollback to Council's annual remuneration.

November 15, 2021 – Negotiating Committee Meeting, held in Chambers (Lorne, Dan, and Dominique)

- Reviewed the Canadian Union of Public Employees (CUPE) Local 4575 Collective Agreement which expires December 31, 2021, in preparation for the upcoming negotiations.

November 16, 2021 – Hwy 28/63 Regional Water Services Commission Meeting, held in Chambers/Virtually (Lorne and Dan)

- Organizational meeting held; Lorne Halisky acclaimed as Chairperson. Vice-Chairperson Position Nomination was deferred to the next meeting due to two tie votes.
- Received updates on:
 - Financial Reports,
 - Whitefish Lake First Nation #128 projects,
 - Regional Water Study, and
 - Village of Vilna's water reservoir situation.

November 17, 2021 – Council Committee of the Whole Meeting - Planning, held in Chambers/Virtually (All Council)

- Received information/presentations from Hillside Acres, Whitefish Lake landowners expressing concerns with the use of the Environmental Reserve (ER), safety hazards of pedestrians competing with ATVs, pollution of the lake and need to protect the watershed, noise pollution, land erosion and need for a community dock system, safe boat launch, children's park, and handicap access to the lake.
- Received information regarding the next steps of the Trails Strategy and Lake Accretion, which will be brought forward to a Regular Council Meeting.
- Received Planning and Development Orientation as presented by the Planning and Development Manager: Jordan Ruegg and Planning and Development Manager Assistant: Kyle Schole.

November 18, 2021 – Joint Health & Safety Committee Meeting, held Virtually (Lorne and Dominique)

- Kyle Schole and Amanda Kihn were acclaimed as co-chairpersons.
- Received the Internal Audit Action Plan & Formal Safety inspections update.
- Acknowledged the need for reintegrating fire drill training to familiarize and reinforce proper evacuation routes and practices.
- Acknowledged the CAO executed the County Council Statement of Commitment.



Reeve's Report

October 28, 2021 to December 7, 2021

- One incident was verbally reported: an employee walking in the main office parking lot slipped on ice prior to the public works sanding, due to improper footwear.
- Reports from Committee members included but was not limited to the following points:
 - The COVID-19 cases continue in our region and throughout the province so please get your vaccinations if you so wish and continue to do your part to ensure your and others health/safety by social distancing, wearing PPE (masks, face shields, gloves), washing your hands more frequently etc. when necessary and most importantly follow the County COVID-19 guidelines and stay home if you're feeling ill.
 - Hunting season is here so be cautious and report all unlawful/suspicious activities to Fish and Wildlife.
 - Wildlife such as deer and moose etc. are on the move more this time of year so take extra caution when driving and plan your drive knowing areas where they cross the roads etc.
 - With the time change driving into the sun at dawn and dusk may cause a visual issue so keep your windshield clean and in good repair etc.
 - Time changes can cause tiredness so proper rest etc. is a must.
 - Winter is upon us so please ensure your vehicles/equipment whether County owned or personal are winter ready.
 - Theft in the region continues so please continue to ensure vehicle/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
 - Please keep your mind on task at all times, conduct hazard assessments, and report all incidents and hazards to help prevent loss.

November 19, 2021 – Council Budget Meeting, held in Chambers/Virtually (All Council)

- Adopted the Year-2022 Natural Gas System Budget.
- Agreed to amend the 2022 draft budget to include a project to drill a water well and conduct the remediation of the current non-sufficient water well at Hanmore Lake Campground West Side.

November 22, 2021 – Safety Audit Initial Exit Report, held in Virtually (Lorne and Dominique)

- Received the 2021 AMHSA COR Documentation & Interviews Recertification Audit information of the Data Collected on November 5 to 19, 2021 which included review of directive documents and operational records, twenty interviews conducted remotely.
- Received an overall 70-79% Audit Score of limited scope.

November 23-26, 2021 – Rural Municipalities of Alberta (RMA) Fall Convention, held in Edmonton (Lorne, Dominique, and Jered)

- RMA/Canoe Tradeshow
- Speakers included:
 - Jordin Tootoo, Mental Health, Resilient Communities and Leadership.
 - Hon. Ric McIver, Minister of Municipal Affairs.
 - Lauren Sergy, Presence in the Public Eye: How Leadership Presence Supercharges Communication.
 - MLA Rachel Notley, NDP, Alberta's Official Opposition Leader.
 - Hon. Jason Kenney, Premier of Alberta.
 - Manjit Minhas, Rising to the Top - How to Inspire, Learn, and Lead.
- Sessions included:
 - Mayor and Reeve's Meeting.
 - RMA Orientation.



Reeve's Report

October 28, 2021 to December 7, 2021

- Truth and Reconciliation Panel.
- Internet Speed Testing.
- Preparing for the Worst: Municipal Disaster Mitigation.
- RMA Annual General Meeting.
- Ministerial Forum.
- Prairies Economic Development Canada.
- RMA Vice President Election & Election for RMA District Directors
- Municipalities and Rural Healthcare.
- The Municipal Approval Process for Aggregate Projects.
- The Fundamentals of Conflict Management for Elected Officials.

November 30 to December 1, 2021 - Federation of Alberta Gas Co-ops Ltd. Conference, held Virtually (All Council)

- Session topics included:
 - Health & Safety benefits and key issues that should be addressed.
 - An overview of the processes involved to bring gas from the wellhead to your home.
 - Fundamentals of governance that a director of a rural utility should know.
 - Overview of changes to the 2020 gas codes, as well as issues of current concern to the gas industry.
 - The importance of cybersecurity awareness.
 - How we can create a culture that reduces risk acceptance.
 - An overview of the results of the Member Services Survey and of the Cost-of-Service Study.
 - How co-operatives can be engaged economically and socially in a Post-Pandemic world.

November 30, 2021 - Gas Alberta Inc. Annual General Meeting, held Virtually (All Council)

- The meeting began with a formal presentation and concluded with a Question & Answer session with Gas Alberta's Board and Management.

December 6, 2021 – Regional Community Development Committee RCDC, held in Chambers/Virtually (Lorne and Jered)

- Lorne Halisky acclaimed as Chairperson and Jered Serben was acclaimed as Vice-Chairperson.
- Received RCDC Orientation, including the details of the:
 - Regional Community Economic Development 20 Year Strategy: Policy and Plan
 - Three Year Rolling Action Table February 2021,
 - Work Plan 2021,
 - Annual Reporting Process, and
 - Strategic Priorities Chart August 2021.
- Motion made to move forward with a \$4200 Go East Advertising Package.
- Motion made to sponsor \$250 for Career Fair Survey Prizes for students.
- Discussion on CEDO Contract with a motion made to extend existing contract until March 31/22 during which time RCDC will conduct a Management of Change process to address the changing Economic Development environment in Smoky Lake Region.
- Financial – Year to Date Spending and Forecast.
- Roundtable Regional Discussion.



Reeve's Report

October 28, 2021 to December 7, 2021

December 7, 2021 – Council Committee of the Whole Meeting - Administration, held in Chambers/Virtually (All Council)

- Received a presentation from Tony Sefton, Vision XS CEO, to provide an update on Smoky Lake Region's Victoria District Economic Development Strategy and clarify any misinformation.
- Received a presentation from Glenda Farnden, Senior Municipal Relations Liaison, STARS (Shock Trauma and Rescue Services), thanking the County for their \$5,000/year standing contribution to STARS and outlining their funding needs.
- Executive Session under Land and Legal.

December 7, 2021 – County Budget Open House, held Virtually (All Council)

- The Finance Manager, Brenda Adamson presented the draft Five-Year Capital Budget, draft Year-2022 Road Plan, and draft Year-2022 Operating Budget to receive public input for the Year-2022 Budget as part of the Public Participation process.

For more information, please visit the Smoky Lake County Website under Council Meeting Minutes and Agendas.

www.smokylakecounty.ab.ca

Yours Truly,

Lorne Halisky, Smoky Lake County Reeve and Councillor Division 4

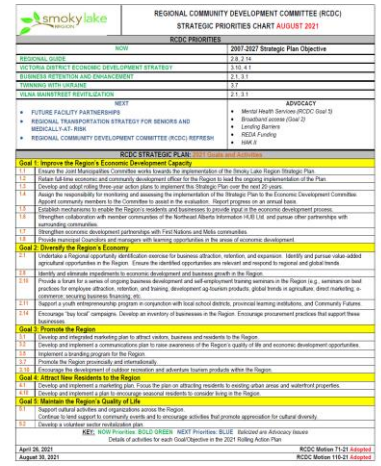
ACTION LIST:

August 30, 2021 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
106-21	That the Regional Community Development Committee (RCDC) approve action taken to provide \$1000 to Metis Crossing in support of the Travel Alberta Cooperative Marketing project.	CEDO	CEDO requested invoice for the Travel Alberta Cooperative Marketing Program from Metis Crossing by email September 21, 2021. RCDC provided a support payment of \$1,000 for Metis Crossing invoice IN000150.	3.1
107-21	That the Regional Community Development Committee (RCDC) recommend the Community Economic Development Officer (CEDO) forward to each respective municipality information pertaining to the FCM Home Retrofit program for their review and consideration.	CEDO	The FCM Home Retrofit program information was shared with Regional CAO's by CEDO via email August 31, 2021.	2.8
110-21	That the Regional Community Development Committee (RCDC) amend the Strategic Priorities Chart (SPC) to include the Vilna Mainstreet Revitalization Project in the NOW category.	RCDC	The Regional Community Development Committee amended the Strategic Priorities Chart to include the Vilna Mainstreet Revitalization Project in the NOW category August 30, 2021.	2.1, 3.1

ACTION LIST:

August 30, 2021 Regional Community Development Committee (RCDC) Meeting

				
<p>111-21</p>	<p>That the Regional Community Development Committee (RCDC) re-affirm for clarification purposes in respect to the RCDC Joint Agreement – Terms of Reference Bylaw Sections 3.6 and 7.3 that requests for Community Economic Development Officer (CEDO) services are directed to the Regional Community Development Committee to be acknowledged and if acceptable to the Committee, assigned to the Community Economic Development Officer (CEDO) to undertake.</p>	<p>RCDC</p>	<p>The Regional Community Development Committee confirmed for all members the process for requesting the Community Economic Development Officer (CEDO) services August 30, 2021.</p>	<p>1.2</p>
<p>112-21</p>	<p>That the Regional Community Development Committee (RCDC) recommend the partner municipalities consider the inclusion of the role and responsibility of community economic development liaison to the CEDO in the CAO's accountabilities, as per the RCDC Joint Agreement – Terms of Reference Bylaw Section 7.7.</p>	<p>Municipalities</p>	<p>For Municipalities to consider internally.</p>	<p>1.2</p>

ACTION LIST:

August 30, 2021 Regional Community Development Committee (RCDC) Meeting

114-21	That the Regional Community Development Committee (RCDC) defer the Executive Session regarding Personnel issue: CEDO Contract, to the next RCDC meeting	RCDC	The RCDC Executive Session deferred from August 30, 2021, Agenda has been added to the September 27, 2021 by the Community Economic Development Officer (CEDO).	1.2
--------	---	------	---	-----

ACTION LIST:

September 27, 2021 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
119-21	That the Regional Community Development Committee (RCDC) approved booking a 2022 Boat and Sportsman Show booth under the 2022 RCDC budget.	CEDO	The Community Economic Development Officer (CEDO) submitted application to the 2022 Boat and Sportsman Show March 17 – 22, 2022, in collaboration with the Lakeland DMO booths at an estimated cost of \$375.00.	3.6
120-21	That the Regional Community Development Committee (RCDC) requests the Community Economic Development Officer (CEDO) to research attendance at the 2022 RV Show in Edmonton and provide a recommendation to the next RCDC meeting.	CEDO	The Community Economic Development Officer (CEDO) reported in the CEDO Report for September 22 to October 9 2021 information regarding the 2022 RV Show to be held in February 2022 in Edmonton.	3.6
122-21	That the Regional Community Development Committee (RCDC) requests the Community Economic Development Officer (CEDO) send a letter to the former Town of Smoky Lake Public-At-Large Member Marianne Prockiw-Zarusky thanking her for her contributions to RCDC during her term.	CEDO	The Community Economic Development Officer (CEDO) prepared a draft thank you letter October 7, 2021 for Town of Smoky Lake Public-at-Large member Marianne Prockiw-Zarusky for signature by the RCDC Chair.	1.5
127-21	That the Regional Community Development Committee (RCDC) extend the contract with Pappy's Parcel Pitstop Inc. c/o Michelle Wright as the "Contractor" for the position of Community Economic Development Officer (CEDO) in conjunction with the "Contract Agreement" signed July 24, 2020 for an additional 3 month term: October 1, 2021 to December 31, 2021 in accordance with RCDC continuing to develop a new Contract with the Contractor and approve compensation \$6,000.00 per month for three months effective October 1, 2021.	Managing Partner CEDO	The Community Economic Development Officer (CEDO) will invoice for \$6000 per month plus expenses for the months of October, November and December 2021.	1.2

ACTION LIST:

September 27, 2021 Regional Community Development Committee (RCDC) Meeting

128-21	<p>That the Regional Community Development Committee (RCDC) request Smoky Lake County as managing partner for RCDC revise the draft Contract with the Contractor, Pappy's Parcel Pitstop Inc. c/o Michelle Wright for Community Economic Development Officer services based on recommending edits received from RCDC members by the Managing Partner by October 8, 2021 and the revisions be presented to RCDC at the next meeting October 13, 2021 at 1:00 p.m.</p>	<p>Managing Partner Members CEDO</p>	<p>The Community Economic Development Officer (CEDO) reviewed and made recommending edits to the Regional Community Development Committee (RCDC) draft contract prepared by the Managing Partner for the September 27, 2021 RCDC meeting and the CEDO also provided an example contract from another organization for the members' reference.</p> <p>Member submissions to note</p>	1.2
--------	--	---	---	-----



ALBERTA
JUSTICE AND SOLICITOR GENERAL

Office of the Minister
MLA, Edmonton - South West

AR 43835

Dear Mayor/Reeve and Council:

I am pleased to announce the release of the *Alberta Provincial Police Service Transition Study* completed by PricewaterhouseCoopers (PwC) Canada, and to invite your municipality to participate in further engagement on the findings of this report.

The Department of Justice and Solicitor General will be hosting virtual and in-person municipal engagement sessions between January 2022 and March 2022. Municipal engagement sessions will be open to municipal elected representatives, municipal employees, and organizations representing municipalities. Please see the attachment for instructions on how to register for a session near your community.

The engagement sessions will explore the concepts and information outlined in PwC's work, gather feedback on these ideas as well as local policing perspectives that will be used to refine PwC's proposed model and inform provincial government decision making. Discussions during the engagement sessions will draw on material from all three PwC reports:

- PwC's Final report: <https://open.alberta.ca/publications/apps-transition-study-final-report>
- PwC's Current state report: <https://open.alberta.ca/publications/apps-current-state-report>
- PwC's Future state report: <https://open.alberta.ca/publications/apps-future-state-report>

It is important to emphasize that no decisions have been made with regard to Alberta establishing its own provincial police. The Royal Canadian Mounted Police (RCMP) is an important Canadian institution consisting of exceptional women and men who perform great work, risking their lives every day to keep our communities safe. While Alberta's government has the utmost respect and appreciation for the work of the RCMP's front-line members, we also have a responsibility to examine our model of provincial policing to see if there are other innovative alternatives that would increase policing services for Albertans, involve Albertans in key decision-making processes, is cost-effective, and places community policing at the forefront.

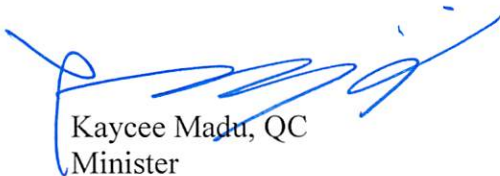
In 2020, the Fair Deal Panel consulted with tens of thousands of Albertans and heard many people's frustrations with the challenges of relying on a contracted provincial police force that is ultimately managed by Ottawa. The panel recommended that the province create an Alberta Provincial Police Service to replace the RCMP. The Alberta government supported this recommendation in principle, but committed to additional analysis. In October 2020, Justice and Solicitor General contracted with PwC to develop this analysis, and on April 30, 2021 PwC delivered their report. PwC's *Alberta Provincial Police Service Transition Study* details the operational requirements, process steps, and costs of a potential transition to an Alberta provincial police service.

The *Alberta Provincial Police Service Transition Study* presents an innovative provincial policing model that would:

- Increase the number of front-line police officers and civilian specialists serving our communities;
- Have dedicated mental health nurses and social workers to assist front-line police response;
- Prioritize community policing that would see Albertans recruited and serving in their local communities;
- See less transfer of officers in and out of communities (and the province) which would increase police knowledge of local public safety issues and improve detachment staffing levels;
- Reduce federal/provincial jurisdictional barriers that limit the integration of police services across Alberta;
- Have a governance model to increase the provincial police's accountability to local priorities and policing needs;
- Introduce new approaches to detachment deployment models to reduce police response times; and
- Leverage efficient back-office functions by utilizing existing provincial government resources to make the provincial police more cost effective.

I encourage you to attend a virtual or in-person engagement session to discuss the proposed model for an Alberta provincial police service, and to discuss what this model could mean for your community. If you have questions about the engagement sessions, please contact my department by emailing jsg.appstranstionstudy@gov.ab.ca.

Yours very truly,



Kaycee Madu, QC
Minister

Attachment

cc: Honourable Rick McIver, Minister of Municipal Affairs

Waskatenau Pryveet Dance Club

October 5th, 2021

AGM - Minutes

Virtual Meeting - Zoom at 6:30pm

1. Call Meeting to Order - 6:33pm
2. Introduction and welcome attendees - Want to give a big welcome to the returning attendees and the new mom's that have joined the club.
3. Additions/Adoption of the Agenda- No additions to the agenda, Jami made the motion to approve the agenda and Wendy to second it.
4. Approval of Minutes of November 4th, 2020 AGM Meeting - Reviewed and Jessica made the motion to approve the minutes as presented and Erin to second it.
5. **Treasurer Report** - Financial Report

Christina Bruchal has completed the audit. There have been no transactions since the end of July 2021.

Chequing \$10,811.16

Casino \$7841.59

GIC - Opening Balance was \$15,270, we made \$199.05 interest, closing balance is \$15,469.05

See attached the financial report for details on income and expenses. Jessica made the motion to approve the financial statement and Wendy to second it.

6. **Nominations for Executive Positions:**

President

Erin Sauchuk has volunteered, Jessica motions and Jami seconds.

Vice President

Erin Sauchuk nominate Jessica Ollikka and she accepted. Erin motions and Jami seconds.

Treasurer

Wendy Dowhan has volunteered, Erin motions and Jami seconds.

Secretary

Jami Dombowsky has volunteered, Erin motions and Jessica seconds.

Directors

Drew Pasay, Lisa Melnyk, Katie Jensen, Bri Sliwkanich, Kelly Andruchow, Ashley Diachyschyn and Michelle Melnyk

7. **Financial Institute / Signing authorities** - Continue with ATB Financial. Signing authorities will be Erin Sauchuk (President), Jessica Ollikka (Vice President) and Wendy Dowhan (Treasurer). Jessica made the motion to approve and Jami to second it.
8. Next AGM Meeting - TBA Fall 2022
9. Adjourned - 6:52pm

Waskatenau Pryveet Dance Club

October 5th, 2021

Regular Meeting - Minutes

Virtual Meeting - Zoom at 6:30pm

1. Call Meeting to Order - 6:56pm
3. Additions/Adoption of the Agenda - Additions have been made to the agenda. Jami made the motion to approve, Jessica will second it.
4. Approval of Minutes of August 24th, 2021 Meeting - Reviewed and Erin made the motion to approve the minutes as presented and Jessica to second it.
5. **Treasurer Report** - Financial Report

Christina Bruchal has completed the audit. There have been no transactions since the end of July 2021.

Chequing \$10,811.16

Casino \$7841.59

GIC - Opening Balance was \$15,270, we made \$199.05 interest, closing balance is \$15,469.05

See attached the financial report for details on income and expenses.

Jessica made the motion to approve the financial statement and Wendy to second it.

6. **New Business**

a. Instructor update - It is great to be back this dance season, we have new kids this year. We have gone from 10 dancers to 17 dancers, which is great! The only concern Bri had is our "Mom and Tot" class, it is hard to capture the kids attention, especially at the 1 & 2 year old stage. As per the meeting discussion we will cancel the class this year and look at it for next year for ages 3 and up.

We have a child in the intermediate class with shoes that have heels, spoke to Bri and yes these girls in the class can wear heels if they would like.

Our 3 week trial has come to an end, however we missed a class due to the school being on an outbreak and class was cancelled, wanted to double check with everyone to see if they were good to move on to the season and everyone is happy. No concerns.

We have good class sizes and no concerns. Beginner class at 5:30pm-6pm, Juniors class at 6:00-6:45pm and Intermediate class at 6:45pm-7:45pm

b. Dance Fees - Beginners fee is \$200, Juniors fee is \$250 and Intermediate fee is \$275. Half of the fees are due by December 1st 2021 and the other half by February 1st, 2022. If this doesn't work we can set up monthly payments as well. Jessica made the motion to approve the fees and Wendy seconds. All in favor.

c. Fundraising - Brought up doing community BINGO, great fundraiser and lets individuals know about our club. Need to look into COVID restrictions. Table for next meeting.

d. Competitions/Festivals - Our Junior class is ready to go to competitions and Intermediate class will go to one or two comps this season. We do not have any news of upcoming comps and will look at this next meeting.

e. Pictures - Farrah used to look after booking our pictures, Jessica will reach out to Farrah and ask who we used, also Melissa from Thorhild does hockey pics so that could be another option. Jess/Wendy to reach out to Melissa and dates on pictures TBA.

f. Location - We haven't been able to use the school because 10% of the kids are away sick, which puts the school on the AHS outbreak list, therefore no outside activities are allowed inside of the school. There has been an update with new rules that came out today, Oct 5 2021, hopefully we will be able to get into the school for next week.

If we cannot use the school, Erin will reach out to Brenda to see if we can use the community hall. If we use the hall we will need to pay a fee and have a cleaner come in.

Erin will ask if we can use the stage for practices - Brenda's concerns from last year was the bigger bathrooms are downstairs and kids would be going from upstairs to downstairs. Wanted to keep the kids in one area. After discussion, we agreed that the one bathroom upstairs is sufficient and we wouldn't need the bigger bathrooms. Erin will follow up with Brenda. Jami made the motion to use the hall if we cannot get into the school and Jessica second it. All in favor.

g. Honorarium auditor - Would like to give Christina \$50 for auditing the books for dance. A cheque for \$50 to be made out. Jessica motions and Erin to second.

i. Insurance renewal / Society annual return - Jessica received forms for insurance and society annual return. Jessica will fill out the forms and send it in. No payment required at this time for insurance.

j. 30th Anniversary of of the club - Spirit wear Table to next meeting

K. Weekend workshop - Intermediate class should have a weekend workshop. Erin to confirm with Bri and Kelsey.

8. Next Regular Meeting - November 2, 2021

9. Adjourned - 7:42pm

Waskatenau Pryveet Dance Club

Tuesday November 2nd, 2021

Regular Meeting - Minutes

Waskatenau Community Hall

6:30p.m

Attendance: Erin Sauchuk (President), Jessica Ollikka (Vice President), Wendy Dowhan (Treasurer), Jami Dombowsky (Secretary), Vance Macklin, Kelly Andruchow and Ashley Diachyshyn.

1. Call Meeting to Order - 6:28pm
2. Additions/Adoption of the Agenda - Add to agenda under new business, mini concert and year-end concert. Additions have been made to the agenda. Jami made a motion to approve and Jessica seconded.
3. Approval of Minutes of October 5th, 2021 Meeting - Reviewed and Kelly made the motion to approve the minutes as presented and Jessica seconded.

4. **Treasurer Report** - Financial Report

Chequing Account - \$9796.17

Casino Account - \$5889.34

GIC - \$15,469.05

Wendy made the motion to approve the financial statement and Jami seconded.

5. **Old Business**

- a. **Fundraising** - Looking at community BINGO, need to review COVID restrictions. When would we run this if we can move forward.
 - i. Decided that we will move fundraising to the 2022/2023 season as we have healthy funds sitting in our account.
 - ii. Volunteering for Bingo at Waskatenau Hall - If Bingo presumes, we will chat with Brenda and add to the agenda if needed.
- b. **Competitions** - Do we have any news of upcoming competitions.
 - i. Fort Saskatchewan Competition will happen on April 27th, 30th and May 1st, 2022. Juniors will have one dance and intermediates will have one dance for sure, maybe two dances.
 - ii. Add Competition updates to old business for future agendas.

- c. **Pictures** - Jessica or Wendy was to reach out to Melissa (Thorhild) to see if she would be interested in taking dance pictures. What date were we thinking of having pictures done?
 - i. Reached out to Melissa Schwab and she charges a \$100 session fee for the whole club's pictures. Parents are able to preview all pictures before ordering. She offers magnets, keychains and prints. Pictures are professional and prices are reasonable. See attached for prices. Kelly made the motion to approve Melissa as our photographer and Ashley seconds. All in favor.
 - ii. Wendy will ask what dates Melissa has available in February and we will incorporate it with our mini concert/dress rehearsal.
- d. **Location** - location will now be at the Waskatenau community hall. Not sure if school will ever be an option?
 - i. Waskatenau Hall will be the dance location for the remainder of the year.
- e. **30th Anniversary of club** - Spirit wear
 - i. Erin will call the company that did our last order for spirit wear as they already have our logo.
 - ii. Will look at getting dance bags done with the 30 year anniversary/logo on it.
 - iii. To celebrate the 30th anniversary, look at inviting individuals who have been with the club for the past 30 years. Will have a supper/fundraiser with the year end concert. Ask Bri and Kelsey to dance at the year end concert.
- f. **Weekend Workshop** - Intermediate class should have a weekend workshop. Erin to confirm with Bri and Kelsey.
 - i. Bri said that if they do need a workshop, this will happen in early January. Will know for sure by the next dance meeting.

6. **New Business**

- a. **Date change** - Tuesday, November 30th Bri would like to move dance to Thursday, December 2nd. Bri has another commitment. The only way it will work is if BINGO has not started up again. All parents were good with moving dance to Thursday December 2nd.
- b. **Mini Concert/Dress Rehearsal** - Start planning for the beginning of February on a Tuesday evening. The night will consist of costumes, pictures and a mini concert for the parents. Date and time TBA.
- c. **Year End Concert** - Date will be Saturday April 30th, 2022. Will discuss gifts and plaques.

7. Next Regular Meeting - Tuesday December 7th, 2021 at 6:15pm

8. Adjourned - 7:00pm



Melissa Schwab Photography

Price Sheet for Waskatenau Ukrainian Dance Club

\$100.00 session fee includes:

- Set up & editing
- Individual pictures
- Sibling Pictures
- Team Picture
- Preview of pictures before purchase

Specialty Items:

Metal Key Chains:

- 2 1/4" X 2 1/4" double sided with same picture: \$15.00 ea
 2 1/4" X 1 1/2" double sided with same picture: \$15.00 ea
 2 1/4" X 1 1/2" double sided with 2 different pictures: \$15.00 ea

Magnets:

- 4 Magnetic Wallets: \$15.00
 3.5 X 5 Magnet: \$6.50
 4X6 Magnet: \$8.50

Prints:

- | | |
|---------------------|----------------|
| 4X6 Pearl: \$2.00 | Lustre: \$1.00 |
| 8X8 Pearl: \$8.50 | Lustre: \$5.50 |
| 8X10 Pearl: \$10.00 | Lustre: \$5.50 |
| 5x7 Pearl: \$5.50 | Lustre: \$3.00 |

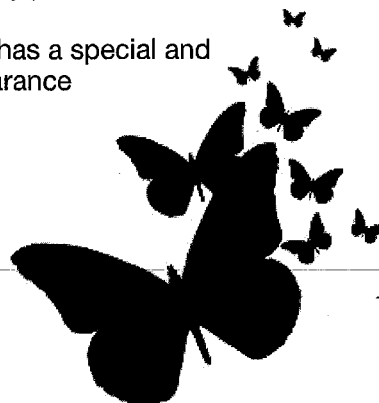
Lustre Print: Slightly Glossy print

Pearl : Digital pearl paper has a special and distinctive pearl-like appearance

- Wallets: 4 Lustre: \$6.50
 8 Lustre: \$9.50

Digital Download : \$25.00 includes all photos
 in your preview gallery

Contact Information: melissaschwabphotography@outlook.com



Royal Canadian Mounted Police



Gendarmerie royale du Canada

Commanding Officer
AlbertaCommandant
de l'Alberta

November 12, 2021

Smoky Lake County
Reeve Lorne Halisky
4612 – McDougall Drive PO Box 310
Smoky Lake, Alberta T0A 3C0

Dear Reeve Halisky:

Congratulations on your recent success in the municipal elections held on October 18, 2021.

Strong relationships and transparency with the local governments and communities we serve are vital in fostering healthy, resilient communities that are safe for all citizens. I look forward working with you and your colleagues as you advance your community's priorities during your term.

Whether re-elected or newly elected, I am certain we share some very similar goals, and you are as eager as I am to support the citizens you serve. Communication and collaboration in our partnership will ensure we meet those shared goals. Please feel free to reach out to your local Detachment Commander or directly to Superintendent Dave Kalist, the Officer in Charge of our Operations Strategy Branch at dave.kalist@rcmp-grc.gc.ca, if you have any questions about how the RCMP serves your community. Additionally, you are always welcome to contact me directly at 780-412-5444. We welcome opportunities to answer questions and have discussions about the safety and security of Albertans.

Once again, congratulations, and we look forward to supporting the community you lead.

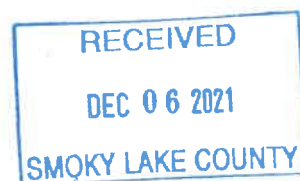
Yours truly,

A handwritten signature in black ink that reads 'C. M. Zablocki'.

C. M. (Curtis) Zablocki M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445





**NATIONAL
POLICE
FEDERATION**

**FÉDÉRATION
DE LA POLICE
NATIONALE**

150 METCALFE STREET, SUITE 2201
OTTAWA ON K2P 1P1

www.npf-fpn.com

December 8, 2021

Reeve Lorne Halisky
Reeve of Smoky Lake County
PO Box 310
Smoky Lake, AB
T0A 3C0
Email: lhalisky@smokylakecounty.ab.ca

Dear Reeve Halisky,

On behalf of the National Police Federation (NPF) I write to you today to share a recent [Pollara Strategic Insights survey](#) completed on the eve of the Government of Alberta's (GoA) release of the Alberta Provincial Police Service (APPS) Transition Study and released last week by the NPF.

Support for the Alberta RCMP has held strong in ongoing surveys over the past year despite the heavy politicization on the issue. Establishing a provincial police force remains a very low priority for Albertans with almost 2/3 saying it "does not help at all" and 70% opposing replacing the RCMP.

The NPF welcomed the long-awaited PricewaterhouseCooper (PwC) Transitional Study as it reconfirmed that not only would Albertans be receiving fewer trained police officers versus the RCMP, but the APPS would cost taxpayers more than \$550 million, representing \$188.3 million a year in lost federal contributions on top of the transition costs of over \$366 million. Albertans would be paying more and getting less, as the proposed APPS policing model would see only 1,613 fully trained officers versus the Alberta RCMP's current 3,097. We all know rural policing is complex and situations can evolve quickly. Alberta needs more fully trained officers, not fewer.

Beyond the numbers, we have heard repeatedly from Albertans and municipalities that they are happy with the services the Alberta RCMP provides and would like to continue having them be a part of their communities. In November, we had the privilege of meeting with municipal elected officials at both the Alberta Municipalities as well as the Rural Municipalities of Alberta tradeshows where we heard firsthand the positive impact RCMP Members have had in your communities and how we can continue to work to improve public safety in the province. We also recently attended the United Conservative Party convention where it was clear that the proposed APPS does not have broad support.

Support for the Alberta RCMP doesn't just come from local politicians, it also comes from Albertans. The Pollara Strategic Insights survey showed that 80% of Albertans in RCMP-served communities remain satisfied with RCMP policing. The GoA should focus on the priorities that matter to Albertans: decreasing rural response times, increasing resources for police, finding solutions to the revolving jailhouse door, and tackling crime in our communities.

We hope you will join us in calling on the GoA to listen to Albertans and invest in the existing Alberta RCMP rather than wasting hundreds of millions of dollars on a transition no-one is asking for. From

January 10th to April 1st, the GoA will be hosting “engagement sessions” throughout the province and we would encourage all elected officials to attend these meetings and speak up for their constituents and communities. We encourage all municipal governments to speak out publicly against this expensive and politicized police transition and keep the pressure on the GoA to walk away from this costly proposal.

If you require any additional details on the APPS and what the NPF is doing to support your communities, please visit KeepAlbertaRCMP.ca. If you have any questions or comments or would like to schedule a meeting, please feel free to contact Colin Buschman, Western Government Relations Advisor, at CBuschman@NPF-FPN.com.

The working relationship we have developed with you and city councillors is extremely important to us and we are always happy to meet with you and all communities across Alberta to better understand what Albertans really want and need.

Thank you again for your attention and ongoing support.

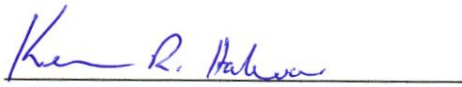
Regards,



Brian Sauvé
President



Michelle Boutin
Vice-President



Kevin R. Halwa
Director, Prairie/North Region



Jeff McGowan
Director, Prairie/North Region



2020/21 ALBERTA COMMUNITY PARTNERSHIP

Intermunicipal Collaboration Component

CONDITIONAL GRANT AGREEMENT

BETWEEN:

HER MAJESTY THE QUEEN in Right of the Province of Alberta as
represented by the Minister of Municipal Affairs
(hereinafter called "**the Minister**")

AND

SMOKY LAKE COUNTY in the Province of Alberta
(hereinafter called "**the Grant Recipient**")

WHEREAS the Minister has approved the Grant Recipient's grant application and has agreed to make a one-time conditional grant in the amount of **TWO HUNDRED THOUSAND DOLLARS (\$200,000)**, (hereinafter called "the Grant") to the Grant Recipient pursuant to the Municipal Affairs Grants Regulation;

AND WHEREAS the Grant Recipient and the Minister are entering into a Conditional Grant Agreement (hereinafter called "the Agreement") governing the use and purpose of the Grant.

Preamble:

The purpose of the grant is to support the collaboration of the Grant Recipient and the Town of Smoky Lake, and the villages of Vilna and Waskatenau to conduct a regional fire services study.

As project manager, the Grant Recipient will manage the administration of funds on behalf of the Project participants.

The parties agree as follows:

1. The Minister shall:

- (a) subject to the provisions of the Agreement, pay the Grant Recipient a one-time conditional grant in the amount of **TWO HUNDRED THOUSAND DOLLARS (\$200,000)**, to carry out the activities set out in Schedule "A" (hereinafter called "the Project") as attached hereto and forming an integral part of this Agreement;
- (b) provide the Grant to the Grant Recipient, by way of installments, as follows:
 - (i) \$150,000 within one month of the Minister signing the Agreement; and
 - (ii) upon submission of the reporting requirements set out in Section 2(h) of the Agreement to the Minister's satisfaction, provide the remaining grant amount to be calculated as the total grant amount expended on the project as reported on the Statement of Funding and Expenditures minus the amount indicated above in 1b(i);
- (c) have the right to conduct an evaluation or audit of the Project at any time;
- (d) have the right to publish and distribute any report submitted by the Grant Recipient, to the Minister, on the Project; and
- (e) have the right, in the sole discretion of the Minister, to approve a time extension beyond the date specified in Clause 2(e), if requested by the Grant Recipient, or if the Minister considers it necessary or advisable to do so. If the Minister approves a time extension, the Minister shall

provide written notice to the Grant Recipient of that extension and such notice is deemed to be a formal amendment of the term of this Agreement.

2. The Grant Recipient shall:

- (a) carry out the Project as set out in Schedule "A", without material alteration;
- (b) use the entire amount of the Grant for the purpose of carrying out the Project;
- (c) if grant funds are invested, apply any income earned on the Grant to the Project;
 - (i) the Grant Recipient may invest the funds provided, or unutilized portions thereof, in accordance with the terms of Section 250 of the *Municipal Government Act*;
 - (ii) the Grant Recipient shall determine and report the "actual income earned" on the unexpended funds invested and all such income including other credit adjustments as outlined in the Program Guidelines;
- (d) not use any part of the Grant, including any income earned thereon, to pay for work done or materials obtained before April 1, 2020;
- (e) complete the Project by December 31, 2023;
- (f) notify and seek approval from Municipal Affairs in writing of any significant changes in circumstances that may affect the project timelines specified in sub-clause 2(e) above, or the implementation of the Project as described in Schedule "A";
- (g) be responsible for any cost over-runs incurred in carrying out the Project;
- (h) submit a Final Statement of Funding and Expenditures to the satisfaction of the Minister within 60 days after the Project completion date outlined in 2(e) above, or sooner if the project is completed prior to the Project completion date – includes project information on the grant amount received, income earned and financial information, including expenditures;
- (i) carry out the Project in accordance with all applicable laws, regulations and generally accepted standards;
- (j) ensure that all resource personnel involved in the Project are suitably qualified; and
- (k) refund any unexpended portion of the Grant and any amounts expended for purposes other than for those specified in this Agreement to the Government of Alberta.

3. The Grant Recipient represents and warrants to the Minister that:

- (a) the execution of the Agreement has been duly and validly authorized by the Grant Recipient in accordance with all applicable laws;
- (b) the Grant Recipient as the managing partner has or will obtain motions or council resolutions from the Project participants; and
- (c) in accordance with this Agreement, it will provide all the required Project administration, compliance reporting, and documentation, as required.

4. If the Grant Recipient does not meet all of its obligations under this Agreement, or uses the Grant for any unauthorized purpose, the Minister will notify the Grant Recipient of such breach in writing and the Grant Recipient will have 30 days to remedy such breach. If, in the opinion of the Minister, the Grant Recipient does not remedy the breach, the Minister may terminate the Agreement without further notice to the Grant Recipient and demand the immediate refund of the Grant, or such lesser amount as the Minister may determine, to the Government of Alberta.

5. The Minister may terminate this Agreement for any reason by notifying the Grant Recipient in writing upon 60 days' notice. Upon receipt of the notice of termination, the Grant Recipient shall only use the Grant to pay reasonable wind-down costs and committed expenses related to the Project. Immediately upon termination of the Agreement, the Grant Recipient shall refund to the Government of Alberta any unexpended portion of the Grant and any amounts expended for purposes other than those specified in this Agreement.

6. This Agreement shall come into effect on the date that the Minister or Minister's representative signs the Agreement.
7. This Agreement shall expire on the date that the Grant Recipient has met all provisions of this Agreement, unless terminated earlier by the Minister in accordance with this Agreement.
8. Except for a time extension made in accordance with section 1(e), amendments to this Agreement, including changes to Schedule "A", may be necessary from time to time and may be initiated by either the Minister or the Grant Recipient, in writing, and shall be agreed upon by both parties.
9. The Minister and the Grant Recipient acknowledge that the *Freedom of Information and Protection of Privacy Act* (FOIP) applies to all information generated, collected or provided under this Agreement, and will comply with its provisions.
10. The Grant Recipient agrees to indemnify and hold harmless the Minister, Minister's employees, and agents from any and all actions, claims, demands and costs whatsoever, arising directly or indirectly, out of any act or omission of the Grant Recipient or its employees or agents, with respect to carrying out the purposes of this Agreement.
11. The Agreement, including the attached Schedule "A", is the entire agreement between the Minister and the Grant Recipient with respect to the Grant from the Minister for the Project. There are no other agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.
12. The following clauses shall survive conclusion or termination of this Agreement:
 - (a) FOIP – Clause 9,
 - (b) Indemnity – Clause 10, and
 - (c) Entire Agreement – Clause 11.
13. Any notice under this Agreement shall be deemed to be given to the other party if in writing and personally delivered, sent by prepaid registered mail, or emailed to the addresses as follows:

The Minister
c/o Director, Grant Program Delivery
Municipal Affairs
15th Floor Commerce Place
10155 - 102 Street
Edmonton AB T5J 4L4
Email: acp.grants@gov.ab.ca

The Grant Recipient
c/o Chief Administrative Officer
Smoky Lake County
PO Box 310
Smoky Lake, AB T0A 3C0
Email: cao@smokylakecounty.ab.ca
14. The rights, remedies, and privileges of the Minister under this Agreement are cumulative and any one or more may be exercised.
15. If any portion of this Agreement is deemed to be illegal or invalid, then that portion of the Agreement shall be deemed to have been severed from the remainder of the Agreement and the remainder of the Agreement shall be enforceable.
16. This Agreement is binding upon the parties and their successors.

17. The parties agree that this Agreement will be governed by the laws of the Province of Alberta. The parties have therefore executed this Agreement, each by its duly authorized representative(s), on the respective dates shown below.

HER MAJESTY THE QUEEN
in Right of the Province of
Alberta as Represented by
the Minister of Municipal Affairs

WITNESS SIGNATURE

Per: _____
Executive Director SIGNATURE
GRANTS AND EDUCATION PROPERTY TAX BRANCH

Date: _____

SMOKY LAKE COUNTY



WITNESS SIGNATURE

Per: 

CHIEF ELECTED OFFICIAL SIGNATURE

Patti Priest, Legislative Services Clerk

PRINT NAME AND TITLE

LORNE HALISKY

PRINT NAME AND TITLE

Date: NOV. 04/2021



WITNESS SIGNATURE

Per: 

DULY AUTHORIZED SIGNING OFFICER SIGNATURE

Patti Priest, Legislative Services Clerk

PRINT NAME AND TITLE

LORNE SPALANCI

PRINT NAME AND TITLE

Date: Nov 04/2021

2020/21 Alberta Community Partnership – Intermunicipal Collaboration Component

CONDITIONAL GRANT AGREEMENT SCHEDULE “A”

The Grant Recipient, as the designated managing partner, will carry out the following work on behalf of the Project participants:

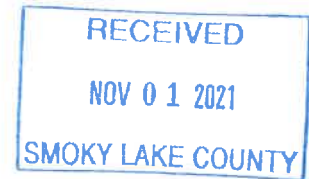
- Hire a consultant to coordinate and conduct a regional fire services study which may include:
 - service delivery options, analysis and recommendations;
 - cost and funding models;
 - review and analysis of operating guidelines, policies, and procedures; and
 - fire services delivery framework and related agreements.

- Hire a consultant to undertake any related activities which may include:
 - stakeholder consultations;
 - supporting plans and studies;
 - development of agreements;
 - development or amendment of bylaws; or
 - project specific research and administration.



Town of Smoky Lake Public Library

Box 490
Smoky Lake, AB
T0A 3C0



October 27, 2021

To: Smoky Lake County

Dear Councillors,

The board for the Smoky Lake Public Library is constantly looking at ways we can be as inclusive and barrier free as possible for our community. Our membership fees are a huge barrier currently. It may not seem like a lot to pay \$20 for a family membership, but for some this may be the \$20 they need to feed their children. We would therefore like to eliminate membership fees for 2022. To do so, we are respectfully asking the County for \$750.00 to help cover the loss of the membership fees. We are asking the Town of Smoky Lake for the same amount.

Sincerely,

A handwritten signature in blue ink that reads "Lise van der Vaart".

Lise van der Vaart (on behalf of the library board).

Library Manager
Smoky Lake Public Library



Box 1484
4802 - 50 Avenue
St Paul, AB
T0A 3A0

6.3

E admin@cfspssl.ca
W www.cfspssl.ca
T 780-645-5782
F 780-645-5782

Dear Candidate:

Congratulations on running in one of the municipal elections in our region. We thought you may find this information useful as you take on the challenge of becoming a municipal elected official and all the various boards/organizations and commitments that they are involved in.

Did you know?

The Board of Community Futures St. Paul – Smoky Lake Region is made up of municipal elected officials, a representative from Goodfish/Saddle Lake and up to 3 members at large. Each of our municipal stakeholders appoint member(s) to our board at their annual organizational meetings in October.

All Community Futures are Not-For-Profit Organizations that hold a federal government contract to do the work we do. There are over 300 organizations across Canada and 27 right here in Alberta.

Community Futures have 4 main roles:

- | | |
|---------------------------------------|---|
| Small Business Development (Coaching) | Small Business Loans |
| Small Business Information & Training | Community Economic Development Projects |

Along with regular projects, this past year we have also been working with partners on:

- Regional Relief and Recovery Loans – through the Federal Government (1.6 million)
- Development of the Alberta iMarket – on-lines sales platform with 4 other CF offices and CDEA
- Alberta Food Marketplace – northeast food sales platform by Northeast AB Food Marketers Assoc.
- Lemonade Day – a program to teach children/youth to run their own business (Lemonade Stand)
- Power UP North – a 2 day conference for entrepreneurs – at Metis Crossing



Our board meets monthly. We start with supper and then on to the board meeting. Our office is located at 4802 – 50th Ave. (MCSnet Building) St. Paul. Staff travel to Smoky Lake regularly and other areas as needed. If you would like additional information - call me at 780-645-5782 or email at Penny.fox@cfspssl.ca

Good luck on Election Day!

Penny Fox,
General Manager

Community Development Services

Our office works with our partner municipalities, groups and agencies within the Community to provide training, projects and activities that encourage business growth and improving the local economy.

Communities in Our region include:

- Waskatenau
- Smoky Lake County
- Warspite
- Town of Smoky Lake
- Bellis
- Spedden
- Vilna
- Goodfish Lake
- Boyne Lake
- Ashmont
- Saddle Lake
- Town of St. Paul
- County of St. Paul
- Town of Elk Point
- Lindbergh
- Heinsburg
- McRae

Our Region

Serving the St. Paul and Smoky Lake counties in Northeast Alberta, we are helping to build a strong network of sustainable communities throughout the region.



www.cfspsl.ca

Community
Futures

St Paul-Smoky Lake
Program

Head Office
4802-50 Avenue
St Paul, Alberta
T0A 3A0
T/F 780.645.5782

admin@cfspsl.ca

Business Plans
Business Loans
Business Counseling

*Growing communities
one idea at a time.*

Business Counseling

Business counseling for potential entrepreneurs and business owners/managers is a large part of what we do. Our staff will help point you in the right direction for your business.



Business Plans

We provide training and one-on-one assistance to potential entrepreneurs and existing business owners in how to prepare a business plan. Use our business planning package to help you through the first steps of developing your plan.

Business Incubator Services

- Rent an office space at a low fee and receive the following:
 - Copier & other equipment
 - Reception services
 - Use of board room and meeting spaces
 - Front window ad space
 - Parking & maintenance
 - Internet (wifi) services
 - 24 hour access for evening and weekend clients.

Business Loans

Community Futures St Paul - Smoky Lake is an alternate lender within our region who provides funding assistance to entrepreneurs for a business start up, expansion, and purchase. If you are looking for a loan to get your business started, to expand or to move a business into our region, - or to expand, talk to our Loans Officer today.



Youth Business Programs

We partner with Futurpreneur Canada to offer services for youth entrepreneurs aged 15 - 29

Entrepreneurs with Disabilities Program

The program assists entrepreneurs with disabilities to pursue their business goals and contribute to the economic growth of their rural communities.

Types of projects supported by this program include:

- starting a business
- expanding a business
- purchasing & applying new technology
- specialized equipment
- part time or full time business

WHO is it for?

Vendors: Alberta and northeast Saskatchewan based small businesses. Whether you're service based, home-based, a sole proprietorship, or incorporated, Alberta iMarket can work for you. No technical skills required to get started. Alberta iMarket can act as your businesses' sole online presence, or it can supplement your existing online and traditional channels.




Customers: Alberta iMarket is open to all Canadian customers. Most of the products on Alberta iMarket can be shipped across Canada.




Alberta iMarket vendor Diane Schmidt of Petal & Pod Wool'ry by Vermilion, AB.



CONTACT US

 www.albertaimarket.com
 info@albertaimarket.com
 1-833-474-6722

FOLLOW US

 @albertaimarket
 @albertaimarket
 @albertaimarket
 Alberta iMarket
#AIMforLocal

Alberta iMarket is a non-profit
online **MARKET** where
Canadian **SHOPPERS** and
Alberta/NE Saskatchewan
small **BUSINESS** owners
CONNECT

AiM
ALBERTA iMARKET



SHOP • SELL • SUPPORT • LOCAL

WHO runs it?

Alberta iMarket was started by a committee of Community Futures managers from the St. Paul, Bonnyville/Cold Lake, Lloydminster, and Lac la Biche regions, and the Conseil de developpement economique de l'Alberta. This committee continues to oversee the project.

The site was built and is maintained by a Canadian based website developer. Daily management, promotion and vendor support is handled by a marketing manager based in Bonnyville, AB.

WHY was it created?

- As a low-barrier channel for local entrepreneurs to get their products and services online.
- To bring economic development and diversity to our communities (particularly our rural and northern areas.)



WHEN did it start?

The site opened for sales on March 31, 2021.

WHAT does it cost?

Your first 30 days are FREE. Thereafter:

- **\$10 CDN/month** for service businesses & non-profits (information only listing)
- **\$20 CDN/month** for retail businesses

Payments are handled by Stripe, a 3rd party credit card processor. Stripe's fees are 2.9% + 30 cents/transaction. Sale proceeds are automatically deposited into your account.



WHAT is included?

- Unlimited sales & unlimited products
- Local, live support (phone, Zoom, or in person).
- Features on our social media channels, customer newsletter, and website landing page.
- Exposure through our aggregate marketing campaigns (includes radio, billboards, TV, newspaper, and digital).
- Shared customer base.
- Participation in our network of 125+ vendors
- Free use of photography props – large light ring, light box, and backdrop.

website FEATURES

- Vendors have their own 'mini-store' to manage their information and products.
- Link to your external website and social media channels.
- Set your own parameters around shipping, pick-up, and delivery.
- Shoppers can search by location, merchant, category, or by product type.
- Vendor dashboard provides thorough analytics and tracking.
- Streamlined, consistent experience for the customer.
- The blog offers supplemental content to help drive and engage the audience.
- Built in security, updates, and maintenance.
- Search engine optimization.



HOW do I get started?

Go to www.albertaimarket.com, click 'Become a Seller' along the top, select the applicable account, fill in all applicable information and submit!



p: 780-594-9905 tf: 1-877-594-5454 f: 780-594-9907
 Box 479, Cold Lake, AB T9M 1P1 lcfasd.com

September 9, 2021

Smoky Lake County
 Box 968
 Smoky Lake, AB T0A 3C0

Dear Reeve Lukinuk,

The Lakeland Centre for Fetal Alcohol Spectrum Disorder has been providing services in the Lakeland service area since 2000. We have grown from a grassroots community committee to a national leading not for profit agency with 50 employees in the region within our home office in Cold Lake and 3 Satellite offices Bonnyville, St. Paul and Lac La Biche. Our services have also grown to include:

FASD Diagnosis and Assessment services for children and adults

Intervention

- Post Diagnostic outreach supports for children and adults
- Transition planning for youth to adult supports
- Employment programming for adults
- Counselling services and Art Groups
- Caregiver Support Groups
- Summer Camp for kids

Prevention

- Mothers to be Mentorship: Intensive outreach support for women at risk of having a child with FASD
- 2nd Floor Women's Recovery Centre –long term residential treatment
- Transition Housing bachelor suite

Training/Education

- Prevention Conversation training for health and social service providers
- Basic and Advanced FASD training upon request
- Support and training to all FASD Diagnostic clinics in Alberta

Attached is the LCFASD Annual Report for 2020-2021 which highlights some of our work, such as how we have adapted our work to continue support through the COVID-19 pandemic.

We are only able to accomplish these services with the support of our community partners, supporters, and donors. From all of us at LCFASD, thank you for your encouragement and support. We would love to present our work to your council in the next year, if possible.

Sincerely,

A handwritten signature in black ink that reads "Lisa Murphy". The signature is fluid and cursive.

Lisa Murphy
 Executive Director



LAKELAND CENTRE FOR FASD

ANNUAL REPORT

2020-2021

HELP: IT'S WHAT WE DO

Lakeland Centre for

FASD

Fetal Alcohol Spectrum Disorder

REPORT OVERVIEW

Mission, Vision & Operating Principles	1
Board Members & Team Members	2
Message from Executive Director	3
Our Programs & Services	5
Residential Live-In Services	7
Counselling	9
Mothers-To-Be Mentorship	11
The Prevention Conversation	13
International FASD Awareness Day	15
Rajani and FASD Clinic Training	17
Diagnostic Services	19
Outreach Program	21
Transition Program	23
Employment Program	26
Summer Camp	27
Emergency Housing	28
Virtual Conference	29
Audrey McFarlane Award	31
Service Awards	33
Financial Snapshot	35
Office Locations	36

MISSION

To establish and ensure that accurate information about FASD, effective prevention, diagnosis and support services are available in the Lakeland Service area.

VISION

We envision a region with no new FASD births and where currently affected individuals are well supported.

OPERATING PRINCIPLES

- Committed to maintaining the trust of partners and stakeholders by being accountable and transparent.
- Dedicated to creating an atmosphere in which all stakeholders feel valued, respected and engaged in our efforts.
- Committed to treating individuals with FASD, their parents and families with respect and dignity.
- Promoting the use of FASD best practices and accurate information with community service providers.
- Dedicated to planning services based on identified needs, and by promoting best practices as they emerge in the field.
- Committed to achieving collective impact and quality service through collaboration with our community partners.
- Providing evidence based practice and when evidence is not available will work with researchers to develop this evidence.
- Providing leadership in the field of FASD by sharing our experiences, developing evidence based practices and continually working to improve our services.
- Dedicated to our employees and their well-being.

BOARD MEMBERS

Chair
Stephanie Oleksyn

Vice Chair
Coleen Manary

Treasurer
Joey Daniels

Secretary
Roy Ripkens

Directors
Michelle Dargis
Bonnie Hankey
Adrienne Peoples-Sprecker
Victoria Sparklingeyes

MANAGEMENT TEAM

Executive Director
Lisa Murphy

Prevention Program Manager
Paula Dewan

Mothers to be Mentor Supervisor
Candice Sutterfield

FASD Coordinator Supervisor
Lisa Swan

2nd Floor Residential Supervisor
Jessica Bernard

FRONTLINE TEAMS

Administration-6

Diagnostics-2

Intervention-10

Mentorship-7

Counselling-1

2nd Floor Recovery-19

Contractors-4



2020-2021 was a challenging year; the COVID-19 Pandemic shut down businesses and services across the province. Despite this, the LCFASD remained strong; we adapted our programming, meeting the needs of our clients and continued to offer all Diagnostic, Intervention and Prevention of FASD services.

LCFASD developed fresh approaches to our service delivery to ensure safety of our clients and staff, by implementing health measures and offering virtual options. We introduced online support groups to encourage social connection and expanded our counselling services to all our community members who required a little extra support.

In partnership with the Cold Lake and District FCSS, we launched the Meaningful Meals program; providing hot meals twice a week to our individuals and families in need.

2020 marked the Lakeland Centre for Fetal Alcohol Spectrum Disorder's 20-year milestone! To celebrate this achievement, we hosted a virtual gala and silent auction. We highlighted our successes, shared stories, and looked towards the future.

LCFASD created the Audrey McFarlane Award to recognize Audrey McFarlane, a founding member and past Executive Director of the LCFASD. The award was designed to highlight FASD successes, honoring families and individuals with FASD.

Our staff supported 420 unique clients in our various programs! It is amazing to see so many individuals with FASD and their families seeking service, knowing that they see LCFASD as a safe and non-judgmental place to go to for help.

The Diagnostic Team offered FASD diagnosis and assessment through telehealth. The learnings from our participation in last year's pilot project, gave us the tools to continue service through the pandemic which also removed barriers for diagnosis.

Our FASD Outreach and Mother's-To-Be Mentorship teams continued to support clients through in person and virtual appointments. Our referrals in these programs have steadily increased this year. Our team has assisted clients to complete taxes, attend appointments, connect with community supports, and provided masks to all clients. The LCFASD Emergency Housing suite has been consistently occupied this year. Employment and Transition Coordinators adapted programming to better meet the current needs of our clients.

2nd Floor Women's Recovery is available to women who have been unsuccessful in other recovery environments due to their complex needs. Due to the pandemic and health restrictions required to minimize the spread, 2nd Floor operated at half capacity. We adapted our community programming, guaranteeing that women attending the program would receive gold star services.

Many sessions were moved online, and we took any and all opportunity to participate in outdoor activities. This year, our women participated in Equine Assisted Learning, which was a huge success!

Unfortunately, our summer camp was cancelled because we could not host overnight camps due to public health restrictions. We knew this camp was important to our kids and their families, so we adapted and were able to bring our kids and youth together for day camps throughout the month of August. The kids enjoyed a variety of experiences hiking, swimming, paddle boarding, kayaking, and lots of crafts!

Training and FASD awareness activities were offered throughout the year; we trained over 2600 people and shared awareness information with an additional 440. Our training team developed videos and created a YouTube channel. We engaged with a local nonprofit Indigenous Radio station to develop a series of short radio scripts and set up a monthly interview with the morning radio host to ensure people in our region know about FASD, Prevention, and our services. We did an amazing job of hosting virtual FASD Day events; our virtual mocktail challenge was a significant highlight!

The Rajani Diagnostic Clinic Training Services supported clinic teams across the province to offer diagnostic services using the telehealth model.

2020-2021 was a difficult year for our organization, when one of our staff lost her battle with cancer. LCFASD takes pride in the relationships our staff have with each

other, we are more than coworkers, we are family. As a close-knit organization, we form strong personal bonds within our work groups and the experience of grieving a loss impacts all of us.

The Lakeland Centre for Fetal Alcohol Spectrum Disorder has been providing supports for 20 years. We continue to be known across the province and nationwide for our novel, non-judgmental, supportive services. Our remarkable staff continue to find new innovative ways to connect with our clients, adapting to the ever-evolving complexities and need for support.

LCFASD continues to be an active Alberta FASD Service Network member and a leader in the development of unique strategies to serve rural areas. We are proud of our employees and the services they deliver in challenging times. Our Board of Directors is very eager to develop social enterprises to prepare us for less governmental support; we continue to explore these opportunities and look forward to sharing our next venture.

From all of us at LCFASD, we'd like to share our highest appreciation for all of our partners, community supporters, families and individuals that we work with for all the encouragement and continued support.

Lisa



OUR PROGRAMS AND SERVICES

The COVID-19 Pandemic has had a large impact on how services are delivered and how we all work. LCFASD has adapted so that we can continue to support our clients and community, just in different ways.

- LCFASD served 420 unique individuals and families
- The 2nd Floor Women's Recovery Centre served 23 women
- Mothers-To-Be Mentorship Program served 110 women
- Diagnostics assessed 33 individuals
- The Counselling Program served 55 clients
- The Outreach Program served 217 clients and families with 4060 individual client contacts



- *New bus ads in Cold Lake Transit*



• Donation from the Cold Lake Food Bank



• Rock the Sock Fundraiser for our youth & young adults



YOUTUBE.COM
FASD & Executive Functioning: Predicting
• LCFASD Training



• Decorated windows at our Cold Lake location



• International Women's Day

THE 2ND FLOOR WOMEN'S RECOVERY CENTRE

Throughout the COVID-19 pandemic, the 2nd Floor has been required to make several program adaptations to ensure that we are both meeting the Provincial guidelines that are mandated by Alberta Health Services (AHS), as well as the individual needs of our clients. We are proud of how the 2nd Floor staff, and clients, have adapted and feel that we have had an excellent year despite the obstacles that the past year has presented.

Achievements during the COVID-19 Pandemic:

Complete adaptation of our program: 2nd Floor strives to create a homelike atmosphere and is community integrated. COVID-19 restrictions, for the most part, have prohibited 2nd Floor from leaving our small facility. To accommodate for these changes, staff have been required to become familiar with platforms such as Zoom and Google Teams so that we are able to continue to deliver the services to our clients that they depend on for their recovery.

Having access to much of our programming virtually has been extremely beneficial for our clients who have been required to self-isolate for various reasons related to COVID-19. Our clients can have a very difficult time coping with the additional seclusion of self-isolation. We have found that having access to their regular programming through virtual means, helps to foster a connection and enables the client to still interact with their staff and co-clients.



To account for the lack of outside programming, 2nd Floor has also incorporated more virtual fitness (such as Zumba, HIIT, Yoga etc.) to ensure that the clients are able to remain active. Clients have reported that this has been very beneficial in helping them to not feel as though they are “cooped up”.

2nd Floor has built a positive relationship with our local Family and Community Support Services (FCSS), now Family Resource Network (FRN). The FRN supports 2nd Floor clients with relevant programming and are accommodating when it comes to supporting clients who need to complete their taxes in urgent situations. Most recently 2nd Floor and the FRN partnered to provide in-house parenting courses to 2nd Floor clients.

During the COVID-19 pandemic, 2nd Floor increased our commitment to the Cold Lake Foodbank. We now pick up Foodbank allotted donations from a local grocery store 7 days per week.

Meaningful Meals: From June-August LCFASD provided a free meal delivery service for Lakeland residents on Tuesdays and Thursdays to support those who may be struggling financially during the pandemic. 2nd Floor assisted in all meal prep, and clients were also able to participate in meal prep as well.

Outreach Programs: The 2nd Floor has established an excellent relationship with the Dr. Margaret Savage Crisis Centre's (DMSCC) outreach program.

Through this connection, we have been able to connect several clients to the Joie's Phoenix House program that is run by DMSCC. Joie's Phoenix House is an amazing resource that has provided safe and stable housing for our clients and their children, who were looking for a fresh start so that they would not be required to return to their previous communities, where they worried that they would be more likely to relapse.



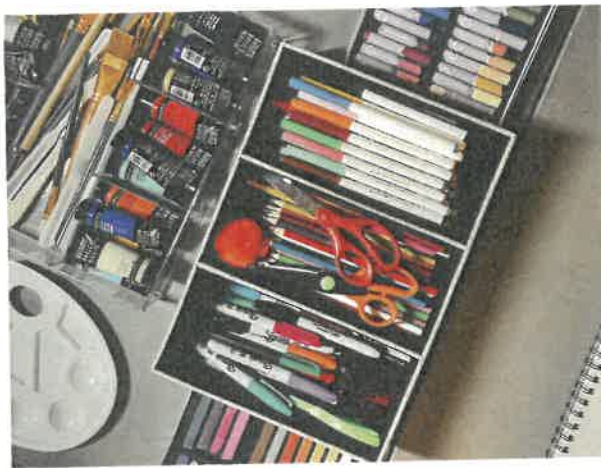
- Sewing quilts to donate to seniors in the community

Counselling Services aims to provide support for clients and families of the Lakeland Centre for FASD. We utilize strengths-based and trauma-informed approaches to work alongside clients in a one-on-one setting to address various issues such as anxiety, depression, emotional regulation issues, relational challenges, alcohol and substance use, grief and loss, chronic health issues, identity issues, and trauma. What makes Counselling Services through LCFASD unique from other community supports is our utilization of FASD best practices to address the needs of our population, who may struggle to find appropriate support elsewhere. Counselling may help individuals come to a better understanding of themselves, increase self-

esteem, improve interpersonal relationships and communication. We also make use of art materials during sessions to promote emotional expression, improve self-understanding, allow for visual communication, and to aid in emotional regulation.

In 2020, we recognized a need for additional support, so in response to the COVID-19 Pandemic we opened our Counselling Services to support community members throughout the Lakeland region.

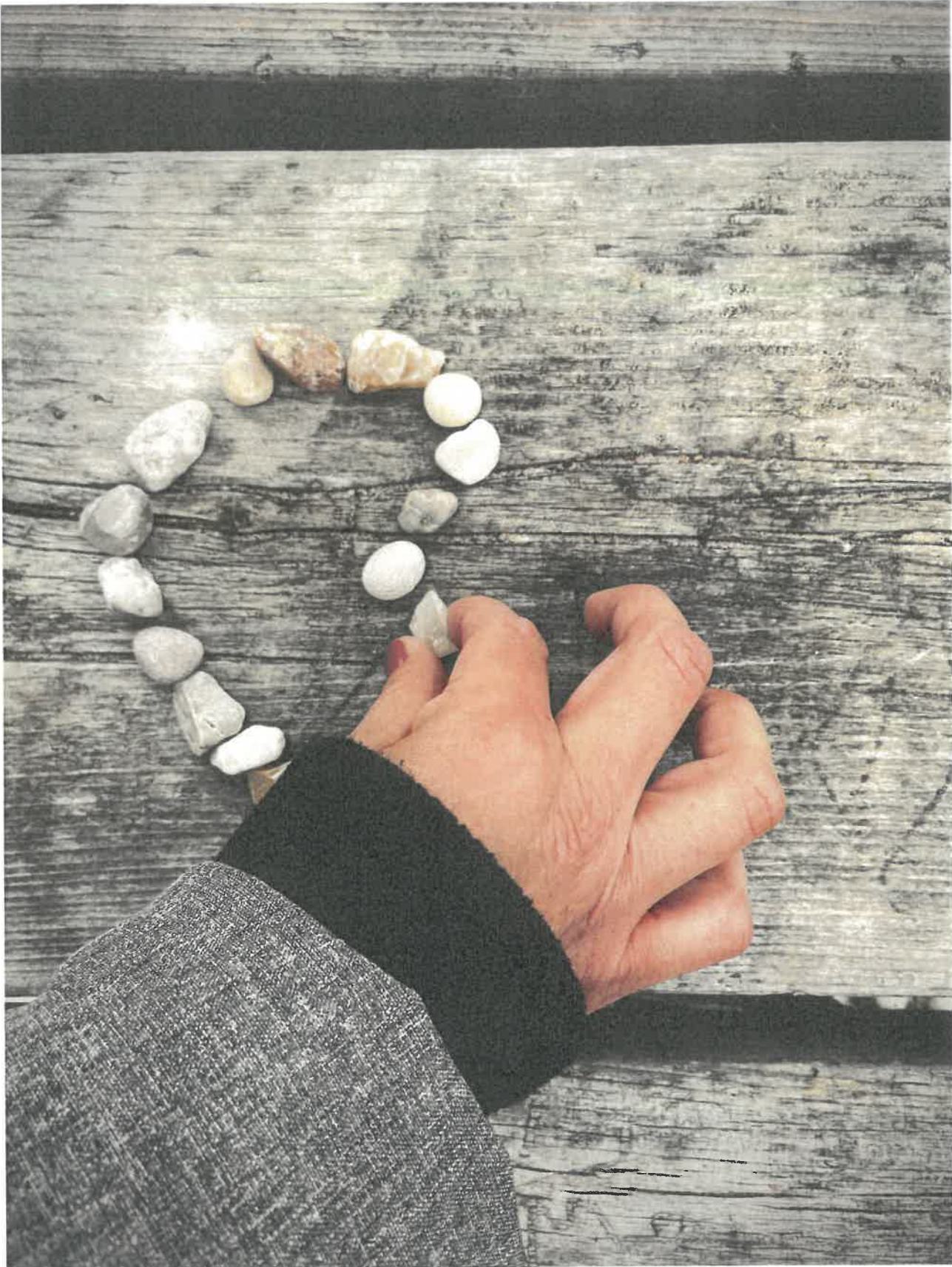
Throughout 2020-2021 Counselling Services supported 55 individuals over 297 individual sessions.



“
The grass isn't greener on the otherside, it is greener where I am.
”

“
I am not going to let my past define who i am tomorrow.
”



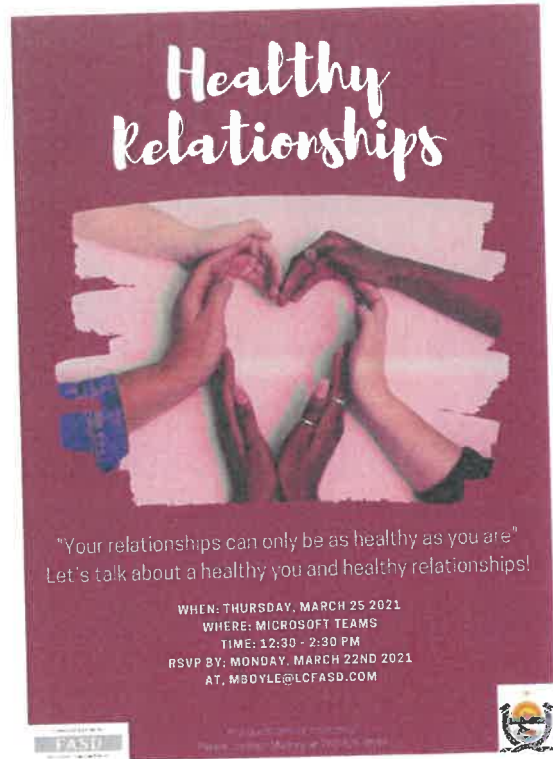


MOTHERS-TO-BE MENTORSHIP PROGRAM

The Mothers-To-Be Mentorship team did things a little differently during COVID-19 and introduced a series of online sessions that were hosted throughout the Lakeland Region. The sessions focused on empowering through learning that was fun with a COVID lens.

Participation in virtual sessions were from the comfort and safety of an individuals home. Packages were created by the Mentorship team and were delivered to the participants doorstep. Each session had a different activity included with the education portion, such as gardening with healthy relationships and canvas rock painting for mental health and addiction.

The sessions proved to be a success with the mentorship team hosting 20 sessions and serving a total of 111 individuals throughout the region.



A MENTORING SUCESS STORY

Jillian is a young mother who was using meth daily and was facing charges for theft and weapon possession. Jillian learned she was pregnant and made the decision to make healthy changes in her life and sought supports through the Mentorship Program.

Mentorship assisted Jillian with arrangements to attend detox followed by the 2nd Floor Women's Recovery Centre where she completed 28 days. After her completion of treatment, she worked closely with her Mentor to secure income and appropriate housing. Jillian's Mentor helped her step by step through the court system to assist her with clearing up her charges and to pay her fines.

Jillian is now 2 years into the mentorship program and has no new or old charges. She has been sober since entering detox over 2 years ago and has regained full custody of her daughter and gave birth to a beautiful boy who has stayed in her custody since birth.

Jillian is now in college to become an addiction's worker and she plans to continue her education and become an Addiction Counsellor in the future to help others through their addictions and regain their lives.

“

"I think back to my life 27 months ago and how crazy and unmanageable it was and I'm so grateful for the program and the things it has done for my life! I put in the work but you guys helped me all the way through!"

”



THE PREVENTION CONVERSATION

A SHARED RESPONSIBILITY

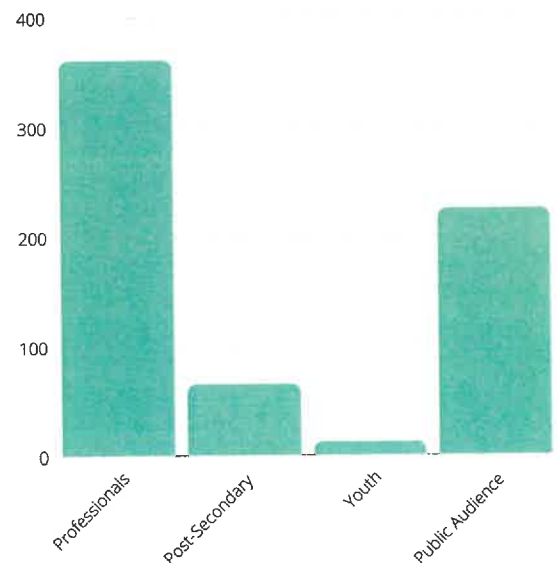
The COVID-19 Pandemic has provided an opportunity to deliver FASD information in an innovative way. Basic and Advanced FASD Awareness, Strategic Planning for Support and Agency Services, and Awareness sessions were held across the region with trainings being offered virtually.

Our trainers presented to

- staff in 3 school divisions
- a youth assessment centre
- children's services staff from across the region
- local Métis Settlement professionals and community members
- addictions services staff
- 2 post secondary institutions
- 4 remote Indigenous Communities for their area professionals and community members
- a Tribal Council from a neighbouring Alberta community
- Ontario Caregivers Support Group to more than 170 people from across Canada, including caregivers from our region
- Partnered with Public Legal Education to do a Navigating FASD and the Justice System Training

Prevention Messaging has been embedded in FASD Awareness Training, to ensure that Prevention stays at the forefront of our outreach and awareness efforts.

36 TRAINING SESSIONS



Our Mother's-To-Be Mentorship team was mentored by the training team to take on a new challenge - presenting virtually to 9 high school classrooms - and they did so, even when it was impossible to be physically present. This has significantly increased our capacity to deliver the message, this year and going forward.

Our Outreach Team completed facilitator training and is ready to deliver both FASD Awareness and Prevention sessions across the region, to area professionals and community groups; this will increase our capacity to inform the people in our area and beyond.



THE PREVENTION CONVERSATION

A SHARED RESPONSIBILITY

Social Media

Facebook, Facebook Live and Zoom have helped us get information about trainings out to the public and have allowed us a platform to provide those information and awareness sessions virtually, allowing us to gather people together from all across our region and beyond.

We started a new recurring virtual session and did 5 Monthly Facebook Live Prevention Conversations over the year and we kicked off Facebook Live Lunch n' Learn Sessions on FASD Day.

- Let's Get Real about Prevention, Conversations with Youth - FASD Day
- Talking to Youth and an Interview with our Transition Coordinator
- Employment Program: Talking about Stigma with Employment Coordinator
- Let's Talk Judgement with Our Mother's-To-Be Mentorship Program
- The Intersection of Prevention & Diagnosis with our Diagnostics Coordinator

We have offered virtually "Understanding FASD" - A half day training every second month and are accompanied by a network staff person from one of our existing services, with a focus on their environments.

We filmed and edited a series of 27 training videos for use in individual settings for our own training purposes. FASD and Executive Functioning, posted to our training page has been shared and viewed 153 times to date.



We have prepared for and organized an upcoming professional video shoot to create a set of 4 training videos for medical professionals, designed to be examples of how they can quickly and easily add FASD Prevention to their practice, pre-pregnancy.



INTERNATIONAL FASD AWARENESS DAY SEPTEMBER 9TH

September 9th is International FASD Awareness Day. It is devoted to raising awareness of Fetal Alcohol Spectrum Disorder (FASD) to improve prevention, diagnosis and support.

This year, Lakeland Centre for FASD held a poster campaign blitz, set up awareness booths with training in a number of communities, endorsed radio spotlights and had local artist create informative window art. One of the most creative and fun events was our first virtual mocktail challenge for FASD Day. The winning drink was chosen based on originality, and how tasty it looked, considering we couldn't gather to taste test the mocktails. Winners received a prize pack from some local businesses around the Lakeland!

The Lakeland Centre for FASD invites you to a

Virtual Mocktail Challenge!



Send us a video or photo of your mocktail along with its name and list of ingredients for a chance to win a prize pack from local businesses!

The winner will be chosen based on appearance and creativity of the drink!
email your submission to:
admin@lcfasd.com

Watermelon 'Mojito'.

- ¼ piece watermelon flesh**
- 2 limes, thinly sliced**
- Handful fresh mint**
- Coconut water**
- Honey or agave syrup to sweeten**





- *The winning Mocktail*



Rajani FASD Assessment & Diagnostic
Clinic Training Services

**Rajani FASD Assessment & Diagnostic Clinic Training Services
10 Years of Service 2011-2021**

INITIATE

Rajani FASD Clinic Training Services delivers training & supports to Alberta FASD clinics. Program is named after Dr. Hasmukhlal (Hasu) Rajani, Pediatrician, for his dedication, expertise and commitment to FASD.



Links quarterly
Newsletter is launched



First Annual Alberta
FASD Clinic Coordinator
meeting takes place in
Edmonton

**DEVELOP RESOURCES,
DELIVER TRAINING**

The Rajani Clinic Training Project guides the Ax and Dx Council, with the first council meeting in 2014.

Delivered training in Iqaluit, Nunavut, in addition to 12 face-face training sessions across Alberta on the revised Canadian Diagnostic Guideline (Cook J. et al., 2015).

2- sided FAQ cards developed and later, adapted and used across Canada.



**INCREASE CAPACITY,
CONSISTENT PRACTICES,
EXPLORE VIRTUAL
OPTIONS**

Amber Bell hired to assist Colleen Burns with program coordination



Clinic Training for Mustard Seed-Calgary, CASA-Edmonton (Presented by Dr. Brent Symes, Dr Leigh Wincott)



Training for new coordinators, Calgary, with 11 individuals attending the session

Dr. Leigh Wincott and Dr. H. Rajani complete papers on importance of accurate collection of Prenatal Alcohol Exposure (PAE) for diagnosis, February, 2018

Regional Psychiatry Centre Clinic Training, Saskatoon

Presentation to 40 Probation Officers, Solicitor General managers, Crown Prosecutors, Edmonton.

Revision of Best Practice Guide for FASD Ax and Dx clinics.

2011

2012-2013

2014-2015

2016-2017

2018

2019

2020

2021

**BUILD RELATIONSHIPS,
COLLABORATE, SHARE**

Provincial training event for Assessment and Diagnostic teams University of Alberta

FASD clinics are surveyed to identify their training needs

Delivered FASD training to Happy Valley Goose Bay, NL, diagnostic clinic (Labrador Grenfell Health); Brent Symes PhD & Dr Rajani presented

Clinic Training Manual completed



Clinic Manual

**MENTOR, SUPPORT,
INFORM**

Trained Union Lake Health Centre FASD clinic team

Dr. Rajan presented a webcast for the AR learning series on the revised Diagnostic Guideline

Wait list report & recommendations completed

Completed Best Practice Guide for FASD clinics



FASD Clinician Community of Practice (COP) Edmonton, with MAIN Pro+ and MOC 3 CME Accreditation awarded for this event



Community Based Clinic Model Poster presentation at International FASD conference, Vancouver



Mentored Labrador Grenfell Health FASD clinic using telehealth to connect trainers and clinic team

National FASD Conference, Calgary, Dr Rajan presents on Canadian FASD Dx Guideline

**INCREASE CAPACITY, EXPLORE
VIRTUAL OPTIONS**

Community of Practice- Vancouver FASD conference. Monty Nelson, Ph D, Psychologist presented



Assessing for Fetal Alcohol Spectrum Disorder: A survey of assessment measures used in Alberta, Canada (Harding K. et al.) was published



Webinars instructed on virtual platforms for FASD Ax and Dx clinic processes.

Telehealth Pilot project clinic process completed, using virtual platforms for pediatric clients.

Webinar on use of the University of Washington Facial Analysis Software, delivered by Amber Bell

Revision of the Clinic Manual, a comprehensive guide for emerging and current clinics

Resources developed to assist with understanding the dx process, roles and responsibilities of team members



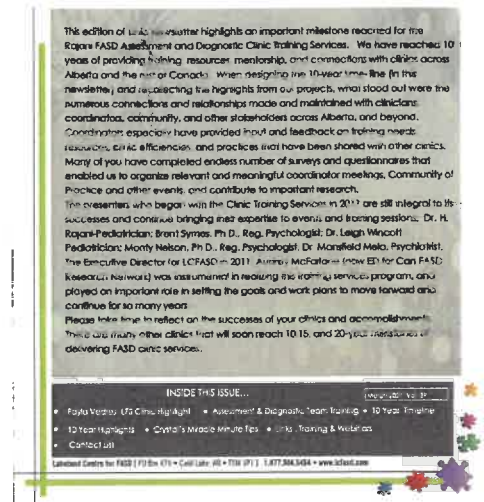
Provincial Dx Guideline training by Zoom

10 YEARS

The benchmark of our project's successes isn't measured by resources we develop or numbers of training events we deliver: our project continuously strives to 'do better', always looking for ways to improve our services, move forward as evidence-based and emerging best practices are realized, and keeping our audiences and those we provide services to as our most valued assets and partners. Our goals are to meet the needs of those we train; provide ongoing mentorship, and advance our knowledge and expertise with meaningful research and engagement with clinics across Alberta and other jurisdictions.

With this last year all of us adjusted to 'do things' differently', and the Rajani Clinic Training Services embraced virtual technology as one means of connecting with FASD clinic teams across Alberta and the rest of Canada.

- Our annual clinic coordinator meeting had over 30 individuals join with Zoom;
- In May and June, two separate Zoom training sessions had around 300 attendees as we presented the topic: Virtual Option for FASD Clinic Process. Participants joined from Canada, New Zealand and Australia;
- Links quarterly newsletters kept clinic team members and other stakeholders informed of training, research, resources and highlights from Alberta FASD clinic team members;
- The project's joint research projects, in partnership with clinicians' academic affiliations, have been accepted for conferences and other presentations in spring/summer 2021.
- We held 4 separate training events using virtual platforms to deliver presentations since May, 2020.





We are open for business!

The Lakeland Centre for FASD is continuing to offer multidisciplinary FASD assessments for children & adults who reside in the Lakeland service area.

We have adapted our diagnostic services to meet the health requirements recommended by Alberta Health Services.

We currently have minimal processing times for children who are 6 years of age or older.

Could it be FASD?

Give us a call today to make a referral!

Ask for Tia or Kim
780-594-9905



Life has been challenging for many Albertans due to the ever changing & often complex public health restrictions associated with the COVID-19 pandemic. We have seen an increase in social isolation, mental health challenges, substance use, financial instability & decreased access to transportation, social service supports & medical care. Many individuals are not accessing the supports they need and are trying their best to cope alone during these unprecedented times.

This is particularly concerning for individuals living with a developmental disability, such as FASD, as they are more likely to experience adversity & may be more sensitive to stress than the greater population. As such, the Lakeland Centre for FASD is proud to announce that we have continued to offer FASD diagnostic assessments throughout the COVID-19 pandemic.

Our staff have worked tirelessly to adapt our traditional diagnostic program to meet the health requirements recommended by Alberta Health Services. We have developed a virtual clinic model, in which most of our medical & social service diagnostic team members attend clinic virtually. Most of our psychological testing has also occurred virtually, which has eliminated the need for some of our clients to travel to Edmonton.

This new virtual clinic model has allowed the LCFASD to continue our diagnostic service, while adhering to health requirements. This would not be possible without the support of our diagnostic team members, including LCFASD front line staff who have worked extremely hard to support our clients in person. This year, the Lakeland Centre for FASD provided FASD diagnostic assessments to 33 residents across the Lakeland, including 21 children & 12 adults. Great job, everyone!



OUTREACH

Whether going through the diagnostic process with LCFASD or moving into our area previously diagnosed, every client receives the assistance of one of our dedicated Outreach Coordinators who will assist them in determining their unique array of strengths and struggles. The Outreach Coordinator is then tasked with determining where the client needs support, identifying who those supports could be, and then goes on to build those supports into a collaborative network that understands the diagnosis of FASD and how that may affect our client's day-to-day life.

In response to the challenging times during the COVID-19 pandemic, Lakeland Centre for FASD Outreach team lead the Meaningful Meals program in April of 2020. Meals were delivered every Tuesday and Thursday from April until August. We had a table set up out front of the Cold Lake building for individuals to stop by and pick up a hot meal, as well as a very dedicated team of staff to cook and deliver meals within our communities. In partnership with the Cold Lake and District FCSS and the local food bank, this program was able to provide over 6000 meals to families and community members throughout our region.

When we were faced with the sudden impact of the COVID-19 pandemic we quickly realized there was a need to help support the local vulnerable population as well as our clients and community members. The Lakeland Centre for FASD has always been well supported by the community and this was our way of giving back.



“ Thank-you for remembering me! ”

“ Any little bit helps. ”





- *Meaningful meals served over 6000 meals*

LCFASD also hosted an online support group for caregivers of individuals diagnosed with, or suspected of having, FASD. Our group was launched in April of 2020, providing a platform for caregivers to meet and chat with staff as well as other caregivers facing similar successes & challenges, in a safe and non-judgmental environment. Using a virtual platform, we were able to share any upcoming training and events, the latest research, general FASD knowledge, as well as giving the caregivers the opportunity to share their questions, thoughts, and ideas, while empowering each other through their unique experiences of supporting an individual with FASD.

Being in a rural setting LCFASD has found that our caregivers face many barriers when it comes to connecting (finding care for their children, travelling and transportation, availability of technology). Using a user-friendly virtual platform, with a later-evening time slot, we can break down many of those barriers and remain connected with our caregivers, providing the supports needed.

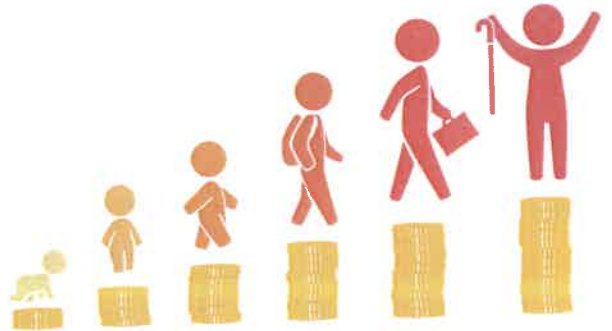


TRANSITION

Our Transition Program offers support for our clients aged 15-24 and their families as they make their way into adulthood. This year, we had 17 clients referred to the Transition Program. As this year has looked very different, we became creative when connecting with clients.

In the early months of the pandemic, we turned virtual with an online youth group. This group highlighted topics such as healthy relationships, self-care, and FASD & the brain, while giving clients a chance to connect during our lockdown months. During summer, as things became less restricted, our Transition Coordinator helped to run our summer day camps. We added an 18-24-year-old day camp to incorporate the transition age group. Our typical summer camp does not include this age group, so it was a new experience for some. For the holidays, we hosted an online Christmas party that included a Christmas light tour, many interactive games, and virtual Christmas card making. The night ended by watching *The Grinch* with snack packs that were delivered to 15 clients beforehand.

The Transition Program adapted to the ever changing world this year and continued to connect and support our youth along the way!



Becky has been a part of the Employment Program at LCFASD for many years.

In January 2020, Becky began upgrading her education with the hopes of becoming a Red Sealed Chef.

Becky was accepted into the Culinary Arts Program at Portage College. The Employment program assisted Becky with housing, loans, grants and awards. She was approved for multiple loans and grants and was able to pay for most of her tuition and school supplies making the transition and move easier.

In January 2021, the Employment Coordinator supported Becky to set up a practicum. Becky's resume and cover letter was updated and successfully secured a practicum placement.

Becky looks forward to completing the Culinary Arts program and hopes to open her very own restaurant in the future.

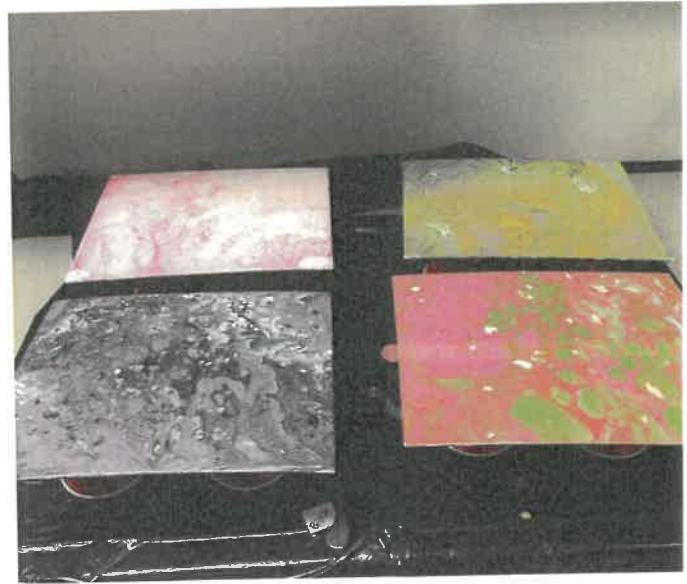


SUMMER CAMP

STEPPING STONE LODGE

Lakeland Summer Camp: The camp where children with FASD can be themselves!

This year LCFASD offered a Day Camp as an alternative to our typical summer camp due to the health restrictions related to the COVID-19 Pandemic. Following the Government of Alberta COVID-19 guidelines for day camps, we were able to put on a safe and fun experience for campers in the Lakeland area. We ran camps for those aged 7-10, 11-13, 14-17 and 18-24 throughout August which included various activities such as scavenger hunts, art projects, yoga, traditional beading, Equine Assisted Learning, FASD talks and of course beach time with our kayaks and paddle boards. We also partnered with LICA to provide programming to learn about our waterways and how to protect them. We had 11 campers attend day camps this year and we look forward to what camp will look like in 2021, even with adjustments!





EMERGENCY HOUSING

SPIRIT ARMS

The Lakeland Centre for FASD formed a partnership with Habitat for Humanity in 2014, purchasing a bachelor suite in the Spirit Arms Building in Cold Lake. The purpose of this suite was to provide clients of the LCFASD with an Emergency Housing option. This unit offers clients at risk of homelessness, with a temporary place to stay, maximum up to 3 months, while permanent housing is explored and secured. While staying at the LCFASD Emergency Housing suite, clients are connected to the LCFASD programs including Mentorship and FASD Outreach; individualized plans are created with each client based on their needs. Clients accessing the Emergency Housing Program are connected to community supports, programming, and services.

In 2020 the Emergency Housing Program accepted and supported 5 clients, with each staying an average of 2-3 months.

Clients were connected to various supports including Counselling, Employment, Circle Drumming, Family and Community Support Services, and Health Care professionals. As well, clients were supported to attend appointment with Doctors, Dentists, Optometrists, Addiction and Mental Health Services, Child & Family Services, and the justice system. The Emergency Housing Program provides the clients with a safe, stable place to stay while addressing their physical and mental health needs to stabilize and secure permanent housing.

The Emergency Housing Program is supported by the Alberta Rural Development Network (ARDN). The ARDN manages the Rural and Remote funding stream in Alberta for Reaching Home, the new federal homelessness prevention and reduction strategy that began in April 2019.



VIRTUAL CONFERENCE

FASD & THE JUSTICE SYSTEM, FINDING SOLUTIONS

The Lakeland Centre for FASD hosted its first Virtual Conference in October 2020-: FASD & the Justice System, Finding Solutions. We had over 180 participants with 2 keynote presentations, and 12 sessions showcasing the latest research and best practices for individuals with FASD involved in the Justice System.

The conference was followed by the LCFASD's 20th Anniversary Virtual Gala and online silent auction. The celebration highlighted our successes over the last 20 years, honoring our Diagnostic Team Members, revealing a legacy award to our founder Audrey McFarlane, recognition to the LCFASD staff and programs. The online silent auction was made possible by local artists who donated beautiful artwork and talent and we thank them for their donations.



HAROLD JOHNSON



DR. MANSFIELD MELA

A conference poster for the Lakeland Centre for FASD. The top left features the logo for FASD (Fetal Alcohol Spectrum Disorder) with a '20 Years' anniversary graphic. To the right is an image of a gavel resting on a wooden block. Below the logo, it says 'Cost: \$175.00'. The main text reads 'October 2, 2020' and 'Being offered virtually!'. The title of the conference is 'FASD and the Justice System: Finding Solutions'. At the bottom, it says 'Conference hosted by the Lakeland Centre for FASD' and provides contact information: 'CONTACT US: Telephone: (705) 464-8022 Toll Free: 1-877-588-5454 Email: info@lcfasd.com'.



GLEN LUTHER



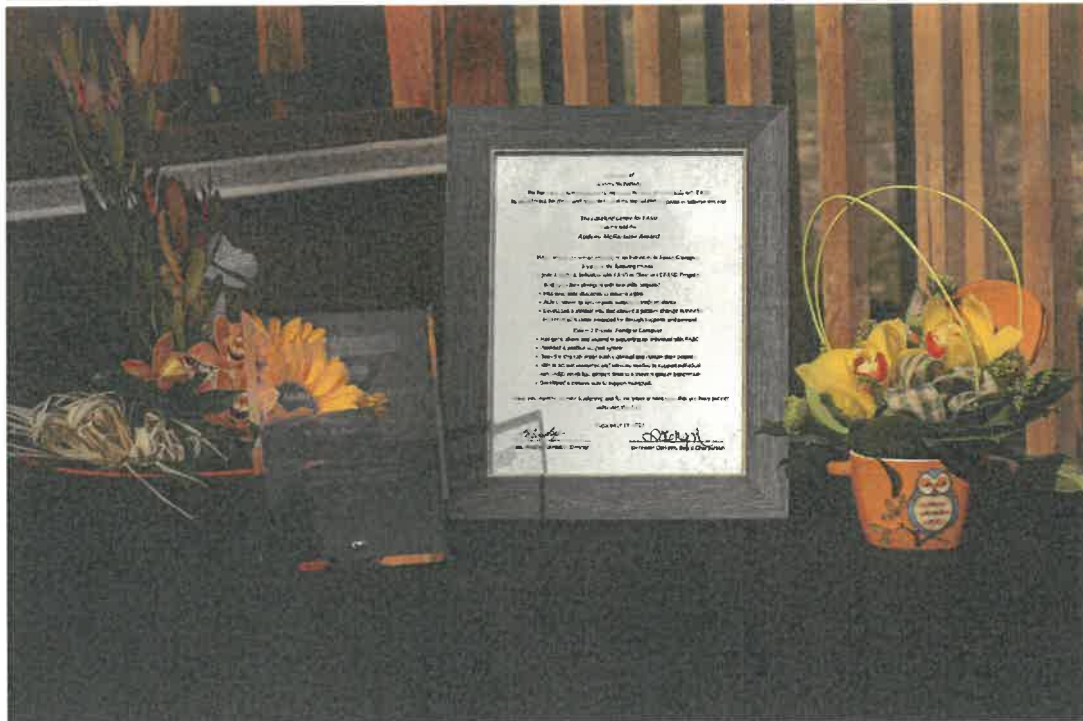
The Lakeland Centre for FASD created an award this year to recognize Audrey McFarlane, a founding member and past Executive Director of the Lakeland Centre for FASD. Audrey dedicated over 19 years of service to the Lakeland Centre, developing client centered FASD supports that are recognized as best practice models by all levels of government.

The Audrey McFarlane Award was designed to highlight FASD successes. There are two categories for the Audrey McFarlane Award; recognizing (a) individuals with FASD who have overcome an obstacle to achieve a goal in their life, and (b) families and/or caregivers who have gone above and beyond to support individuals with FASD. The Lakeland Centre for FASD recognizes these accomplishments and efforts made to improve the lives of individuals with FASD, their families and communities.

Each year, on or around September 17th, the Audrey McFarlane Award will be presented to the selected recipient.

This year, the winner of the 1st annual Audrey McFarlane Award went to Kelly and Barb Sibley. Kelly and Barb have been a longtime advocate for individuals with FASD. They have shared their home, fostering numerous children and adults diagnosed with FASD. They have supported their children to grow and learn to accept their differences, and individual strengths. Kelly and Barb have built strong relationships and support networks; they are always up to date on the newest FASD information and open to learning new skills to support their children.

Thank you, Kelly and Barb, for your outstanding support and care of individuals with FASD.





Thank
you!

LCFASD would like to recognize our employees who have reached service anniversaries. Thank-you for being such a valuable member of our team and for all your contributions.

1 Year

- Mallory Boyle
- Amy Park
- Christina Williams
- Pateresa Winter
- Michele Huszar
- Vera Dumais
- Amanda Roth
- Kelsey Turchyn



Jada Favel



Crystal Gardiner

5 Year

- Jada Favel
- Crystal Gardiner
- Jaimie Gehring
- Chantelle Diesen
- Michelle Lamb
- Kayla Vick



Jaimie Gehring



Chantelle Diesen

10 Year

- Candice Sutterfield



Candice Sutterfield



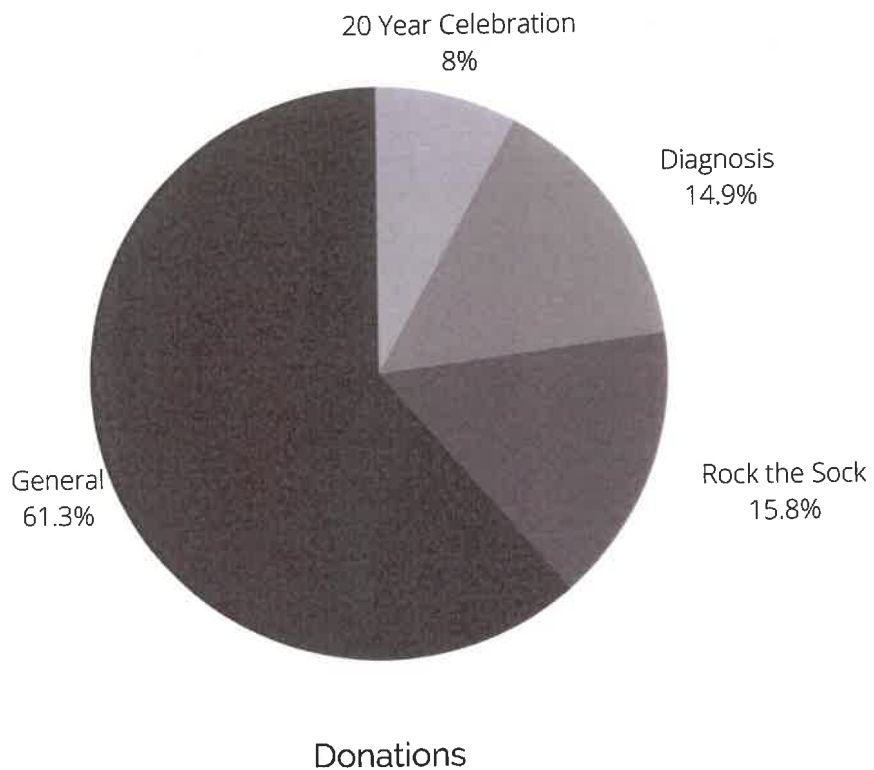
Michelle Lamb

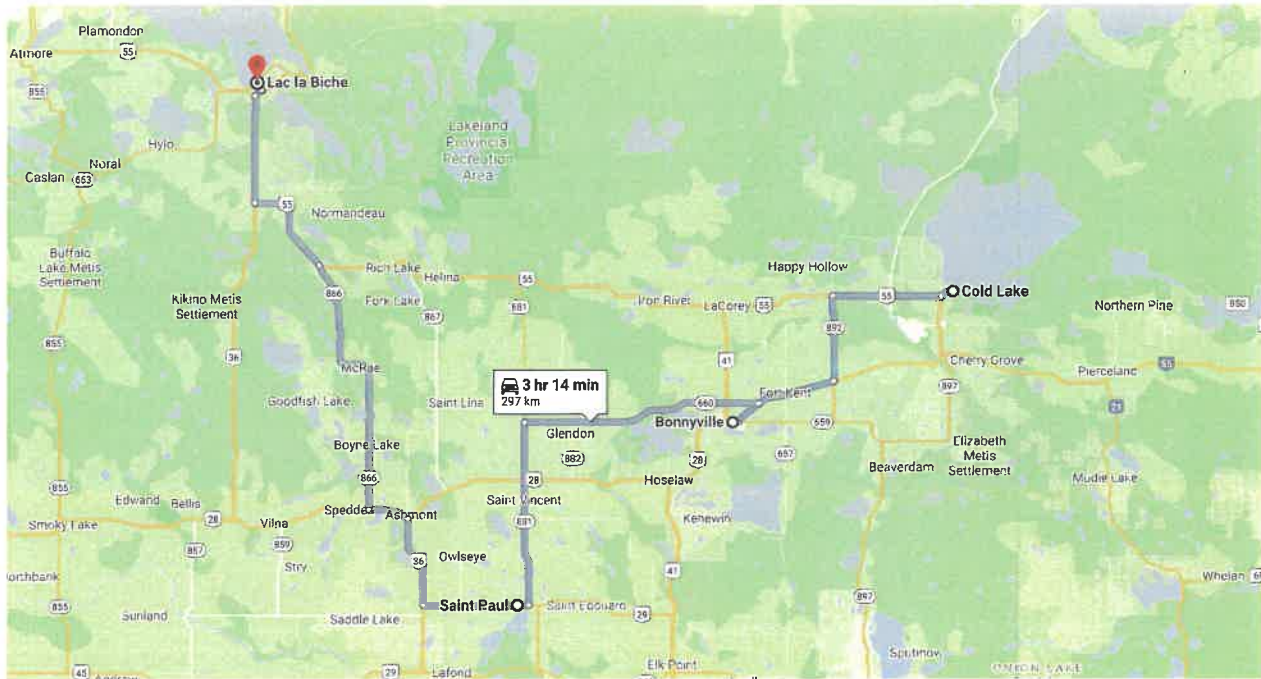


Kayla Vick

LAKELAND FETAL ALCOHOL SPECTRUM DISORDER SOCIETY
 Statement of Revenues
 March 31, 2021 with comparative figures for March 31, 2020

	March 31, 2021	March 31, 2020
REVENUES:		
Government Contracts & Grants	\$3,450,973.00	\$3,549,736.00
Other Contracts	\$123,639.00	\$166,007.00
Donations	\$60,379.00	\$23,457.00
TOTAL	\$3,634,991.00	\$3,739,200.00
EXPENDITURES:		
Operating Costs	\$879,510.00	\$931,784.00
Wages & Benefits	\$2,551,276.00	\$2,534,789.00
TOTAL	\$3,430,786.00	\$3,466,573.00





- Cold Lake 4823-50th Street
- Bonnyville 4313-50th Avenue Unit 257
- St. Paul 4707-50th Avenue
- Lac la Biche 10117-102 Avenue



Jenna Preston

From: Lydia Cielin
Sent: October 14, 2021 9:56 PM
To: Jenna Preston
Cc: Patti Priest
Subject: Fw: WEST FINAL REPORT

For Agenda: next scheduled Council meeting,
 L

Sent from my BlackBerry - the most secure mobile device - via the TELUS Network

From: cindy@beaver.ab.ca
Sent: October 14, 2021 2:45 PM
To: officeofthemayor@strathcona.ca; Betty.K@lamontcounty.ca; info@minburncounty.ab.ca; Brittney.mcclinton@strathcona.ca; dan.small@laclabichcounty.com; cbergman@flagstaff.ab.ca; DLaye@mdprovost.ca; darrell.reid@strathcona.ca; cao@smokylakecounty.ab.ca; hnorthcott@county24.com; Jackie.Porayko@strathcona.ca; jyuha@county.camrose.ab.ca; kkenney@thcounty.ab.ca; admin@mdwainwright.ca; ken.vanbuul@laclabichcounty.com; linda.slade@strathcona.ca; lcielin@smokylakecounty.ab.ca; mackenzie.girard@laclabichcounty.com; admin2@mdwainwright.ca; patti.priest@smokylakecounty.ab.ca; pking@county.camrose.ab.ca; peter.t@lamontcounty.ca; pcorbiere@county.stpaul.ab.ca; rbartlett@md.bonnyville.ab.ca; sdary@thcounty.ab.ca; Sharon.sisson@strathcona.ca; skitz@county.stpaul.ab.ca; sarmstrong@flagstaff.ab.ca; Sonia.Soutter@rmwb.ca; shodgesmarlowe@county24.com; tshukalak@minburncounty.ab.ca; tlawrason@mdprovost.ca
Cc: bbruce@beaver.ab.ca; dpederson@beaver.ab.ca; ghrabec@beaver.ab.ca; jkallal@beaver.ab.ca; ksmook@beaver.ab.ca
Subject: FW: WEST FINAL REPORT

Good afternoon:
 Please forward to your Council members.

Cindy Cox

Executive Assistant to the Chief Administrative Officer/Health and Safety Coordinator



Phone: (780) 663-3730

Fax: (780) 663-3602

www.beaver.ab.ca

From: Margaret Jones
Sent: October 12, 2021 7:51 AM
To: Cindy Cox <cindy@beaver.ab.ca>
Subject: FW: WEST FINAL REPORT

Cindy:

Please take care of Gene's request below. Thanks.

Margaret

From: Gene Hrabec
Sent: October 10, 2021 3:20 PM
To: Margaret Jones <mjones@beaver.ab.ca>
Subject: Fwd: WEST FINAL REPORT

Hi Margaret and Happy Thanksgiving.
Can you forward this report to the Zone 5 CaOs for their councillors.
Thanks
Gene

Get [Outlook for iOS](#)

From: Randy Goulden <gouldenrandy@hotmail.com>
Sent: Sunday, October 10, 2021 9:38:44 AM
To: Gene Hrabec <ghrabec@beaver.ab.ca>
Subject: WEST FINAL REPORT

Good day Gene...thank you for the opportunity to meet with District 5 several weeks ago.
I look forward to hearing your comments and continuing to work with you.
Below is the link to the report.
Happy Thanksgiving to you and your family.
Randy

<https://www.fcm.ca/en/resources/opportunity-and-prosperity-the-future-western-canada>

Opportunity and prosperity: the future of western Canada | Federation of Canadian Municipalities

This report outlines how FCM's WEST taskforce led an ambitious federal engagement strategy and secured key federal investments to support western communities.

www.fcm.ca

Opportunity and prosperity: the future of western Canada

A report by FCM's Western Economic
Solutions Taskforce



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Contents

What is FCM’s Western Economic Solutions Taskforce?	1
A snapshot of the economic challenges facing western communities	2
How WEST has shaped the national agenda	4
Driving federal investment to help clean up orphaned and abandoned oil and gas wells	5
Strengthening western regional economic development agencies	7
Increasing federal investment in trade-enabling infrastructure	9
Compensating farmers for the federal carbon price	10
Reducing emissions from the energy sector	12
WEST recommendations requiring further action	14
Establishing National Utility Corridors	15
Improving federal impact assessments	16
Improving rail safety	16
Supporting energy communities as part of a “just transition” to net-zero GHG emissions	17
WEST’s vision for a place-based transition to net-zero GHG emissions ...	18
Conclusion: WEST’s vision for a strong western Canada	20
Appendix 1: list of WEST members.	22
Former members	23
Appendix 2: list of key WEST meetings.	24

What is FCM's Western Economic Solutions Taskforce?

Canada's natural resources have long been vital to western communities—and to our national economy. Sectors like energy, mining and forestry have helped create good jobs, drive prosperity, strengthen community development and support entire generations of families.

Yet western communities now face deep economic anxiety. Pressure on these sectors—including the Keystone XL cancellation and uncertainty over Enbridge's Line 5—has people worried about their jobs, their livelihoods and their future. The COVID-19 pandemic has only made things worse.

As local leaders, we see this up close. That's why the Federation of Canadian Municipalities created its Western Economic Solutions Taskforce (WEST). WEST brings together rural and urban municipal leaders from Canada's western provinces: Manitoba, Saskatchewan, Alberta and British Columbia. Together, we're bringing western realities to the federal table and driving concrete solutions to support western communities. Our ambitious advocacy has led to new federal investments that will empower local communities to diversify their economies and create opportunities for workers and families.

In this final report, we highlight major challenges facing Canada's western communities, as well as how WEST has been working hard to address them. We also present our vision for how western innovation and resourcefulness can protect and create jobs, drive national prosperity, and support Canada's transition to net-zero emissions.

Every region of this country must play a meaningful role in shaping our shared future. Canada works best when everyone has real opportunities to thrive. The path forward must include consensus-building and meaningful partnership with Indigenous communities that contributes to justice and reconciliation. We all have a stake in ensuring a bright economic future for western communities—and for the people who proudly call them home.



Randy Goulden

*Chair, Western Economic Solutions Taskforce
Councillor, City of Yorkton, SK*



Charlie Clark

*Co-chair, Western Economic Solutions Taskforce
Mayor, City of Saskatoon, SK*



Paul McLaughlin

*Co-chair, Western Economic Solutions Taskforce
President, Rural Municipalities of Alberta*



A snapshot of the economic challenges facing western communities

Canada's four western provinces span more than 2.7 million square kilometres and account for close to 40 per cent of Canada's economy. The region is rich in natural resources, with world-leading reserves of oil, potash, and uranium. Western Canada has over 107,000 farming operations that cover more than 135 million acres, representing 85 percent of Canadian farmland. The region's greatest resource is its people. Western Canada has a young and growing population that represents a third of Canada's total population, including more than half of the Indigenous peoples who live in Canada and over 40 per cent of recent immigrants.

WEST was formed in late 2019 as a result of the economic challenges facing western Canada. Annual GDP growth in the four western provinces during the period 2015–2019 was 1.2 percent—lagging the national average of 1.6 percent. In the three Prairie provinces, average annual GDP growth over the same period was less than half the national average, at only 0.64 percent. Unemployment in Alberta rose from 4.7 percent in 2015 to a high of 8.5 percent in 2017. These economic headwinds were the result of multiple factors, including but not limited to:

➤ **Decreased oil and gas investment.**

Leading up to 2020, Canadian oil and gas was selling at a discount relative to North American and international benchmark prices, which analysts attributed primarily to a lack of international market access. Beginning in 2019, international oil prices also saw a marked decline due to a dispute between OPEC-member nations. While international oil prices have rebounded as the global economy recovers from the COVID-19 pandemic, according to TD Economics, capital investment is expected to remain “deeply constrained”, primarily as a result of lingering uncertainty on market access and the trajectory of global oil demand.

➤ **Agricultural export challenges.**

Restrictions placed by China on Canadian pork, soybeans, and canola in 2018–2019, as well as non-tariff trade barriers imposed by India on Canadian pulses, impacted agricultural exports from western Canada in 2019. International trade disputes were compounded by a shortage of capacity to ship grain by rail during the same period. Together, these challenges highlighted the need for export market diversification and increased domestic trade-infrastructure capacity.

➤ **Upheaval in the forestry sector.**

The western Canadian forestry sector has been hit hard by the confluence of the ongoing Canada-US softwood lumber dispute, the impact of the Mountain Pine Beetle, and multiple record wildfire seasons. In 2019 alone, BC lost 6,000 workers at 25 mills in 22 communities impacted by mill closures, layoffs or shift reductions. While lumber prices have increased rapidly during COVID-19, this key sector of the western Canadian economy still faces structural challenges.

In this economic context, WEST identified four priority areas for federal action:

- Addressing barriers to getting resources and products to market (trade and transportation infrastructure).
- Energy development, climate policy and regulation.
- Supporting communities to diversify and develop economies.
- Municipal infrastructure and fiscal sustainability.



How WEST has shaped the national agenda

WEST's ambitious advocacy has received support from all federal parties, and has driven important federal investments that reflect the realities western communities face. The federal government has acted on many of WEST's key recommendations to create jobs, drive regional economic development, boost trade and exports, support farmers, and more.



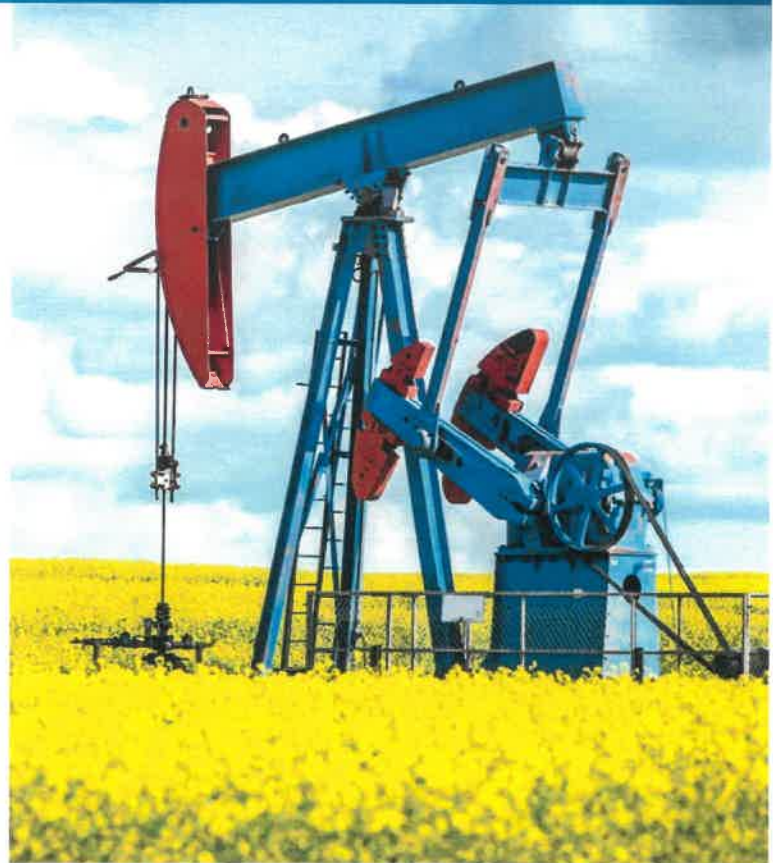
Driving federal investment to help clean up orphaned and abandoned oil and gas wells

Responding directly to a WEST recommendation, in April 2020 the federal government committed to providing \$1.7 billion to clean up orphaned and abandoned oil and gas wells.

This includes:

- \$200 million to the Alberta Orphan Wells Association (OWA) to clean up orphaned wells;
- up to \$1 billion to the Government of Alberta to clean up inactive wells;
- up to \$400 million to the Government of Saskatchewan to clean up orphaned and inactive wells; and
- up to \$120 million to the Government of British Columbia to clean up orphaned and inactive wells.

The primary rationale for this recommendation was economic development. Remediating oil and gas wells is labour-intensive and requires specialized skills that energy sector workers have. It's estimated that remediating the 91,000 inactive wells in Alberta would create 250,000 person-years of employment. Recognizing that this is a large challenge, particularly for Alberta, which will take decades to fully address, WEST discussed



the importance of finding a long-term solution that didn't fully relieve industry of its financial responsibilities.

In the near-term, this \$1.7 billion in federal funding is expected to create 5,200 jobs and will provide economic stimulus for Western Canada while working towards a lasting solution that requires industry to cover the full cost of reclamation going forward.

Of the 91,000 inactive wells in Alberta in 2019, 77,000 were abandoned, and 4,600 were orphaned. As noted above, \$1 billion of the \$1.7 billion support package was provided to the Government of Alberta to clean up inactive wells that are not covered by the OWA. It is expected that this money will be provided in the form of grants and won't be repaid by industry or the Government of Alberta.

However, the federal government has placed three conditions on this funding in order to ensure that industry is financially responsible for the majority of well clean ups over the long-run:

1. Alberta has committed to implement strengthened regulation to significantly reduce the future prospect of new orphan wells. The federal government has stated that “this will create a sustainably funded system that ensures companies are bearing the costs of their environmental responsibilities.”
2. Local landowners will have the ability to nominate and prioritize wells for remediation, funding will be prioritized to companies that are in good standing with respect to municipal taxes.

3. The funding program will have oversight from a federal-provincial committee, and the federal government will ensure municipal and Indigenous engagement.

The extent to which industry will be financially responsible for the majority of wells remains to be seen and will largely depend on the regulatory reforms made by the Government of Alberta and the Alberta Energy Regulator.

“

In the near-term, this \$1.7 billion in federal funding is expected to create 5,200 jobs and will provide economic stimulus for Western Canada[...]

”



Profiles of western innovation

Powering the future of the Municipal District of Taber, AB

The downturn in the oil and gas sector has hit rural Alberta hard. Approximately only one third of all oil and gas wells in the Municipal District of Taber (MDT) are currently producing—which poses significant challenges for the local economy, farmers, residents and the municipality itself. The Rural Municipalities of Alberta association estimates that more than more than \$245 million is owed to municipalities from companies in unpaid property taxes. With support from the Municipal Climate Change Action Centre, the MDT will work with

RenuWell and other stakeholders to convert orphaned and abandoned wells sites into smart solar installations. Once operational, this project will not only benefit the local economy, but also preserve 35,000 acres of agricultural lands and reduce GHG emissions. Scaled up across Alberta, this model could translate into 77,500 direct full-time construction and 1,860 permanent jobs and a GHG emissions reduction of approximately 4,300,000 metric tonnes of carbon dioxide equivalent a year. It highlights the strength of municipalities in directly responding to the needs of their residents—while moving our entire country forward.



Strengthening western regional economic development agencies

WEST called for \$600 million over three years to boost western regional development agencies—to create jobs while strengthening and diversifying local economies. **In the November 2020 Fall Economic Statement, the federal government responded by announcing the creation of a new federal economic development agency for British Columbia. Budget 2021 included \$560 million over five years for this new BC agency.** That's on top of existing funding for Western Economic Diversification Canada (about \$200 million per year), which will now be focused on regional economic development in Alberta, Saskatchewan and Manitoba through a new agency for the Prairies. FCM engaged the Minister of Economic Development and federal officials on the design and implementation of these new western agencies to ensure that they meet municipal needs and address the economic challenges facing the region.



Building on Western Economic Diversification Canada's Grow West strategy, these two new agencies can expand regional strengths like agriculture, forestry and energy and support rapidly growing sectors like technology, finance and tourism. WEST has recommended a focus on increasing value-added production of natural resources and agricultural commodities. In the agriculture sector, the federal government has set a goal of increasing domestic sales from \$110 billion to \$140 billion and exports from \$65 billion to \$85 billion by 2025. Together with the investments in trade infrastructure (see below) and broadband connectivity, investments through the regional economic development agencies can help increase agri-food production.



Profiles of western innovation

Forestry sustainability in Prince George, BC

The University of Northern British Columbia's Wood Innovation Research Laboratory (WIRL) is leading the way in forestry sustainability. With land donated by the City of Prince George, alongside federal-provincial investment, WIRL has become an innovation hub for sustainable wood engineering. The lab was designed to meet Passive House Standards, which means it takes very little energy to keep the building warm due to its thick and insulated walls. Even in fluctuating Prince George weather, the temperature within the building barely changes. The Research Laboratory, in partnership with the City of Prince George, has generated a drop of 30–40 percent in greenhouse gas emissions associated with natural gas heating of city buildings—helping to make the city one of the most energy efficient in Canada for its size. This project will not only support the local forestry industry, but their communities as well. The work of the Innovation Hub highlights what's possible when municipalities are empowered to build partnerships for local innovation and local economic development.



Canada has the third-largest per-capita natural resource endowment in the world.



Increasing federal investment in trade-enabling infrastructure

Budget 2021 responded directly to WEST's call to expand the National Trade Corridors Fund by adding \$1.9 billion to the fund over four years. Trade infrastructure—from roads and highways to rail and ports—is vital to getting Canadian goods to market while boosting exports and protecting jobs, especially in the agriculture and the natural resources sectors. Funding through the National Trade Corridor Fund, which is administered by Transport Canada, is available to and will benefit municipalities in all regions of Canada. FCM continues to advocate for municipal infrastructure, such as municipal roads and bridges, to be eligible for funding when they can be proven to support inter-provincial and international trade.

Canada has the third-largest per-capita natural resource endowment in the world, accounting for 1.82 million jobs and contributing to 17 percent of the country's GDP. Getting natural resources—including minerals and metals, forestry products, agricultural commodities and petroleum products, as well as manufactured goods—to Canadian and international markets is critical to Canada's economic growth.

In the early 2000s, Canada made significant investments in trade infrastructure through the National Policy Framework for Strategic Gateways and Trade Corridors, which included the Asia-Pacific Gateway and Corridor Initiative, the Gateways and Border Crossings Fund Program and a rebuild of the National Highway System. As a result, in 2008 the World Economic Forum ranked Canada as having the 10th best trade infrastructure in the world. Today Canada ranks 32nd.

Global demand for Canadian resources and agricultural products is increasing rapidly. The federal Finance Minister's Advisory Council on Economic Growth, Chaired by McKinsey Global Managing Partner Dominic Barton (now Canada's ambassador to China), highlighted the agriculture sector as the single biggest economic growth opportunity for Canada. The Council also noted insufficient trade infrastructure as a key barrier to the growth of the agriculture sector. The federal government has committed to increasing Canada's agriculture exports by 50 percent by 2025 and to make Canada the world's second largest exporter of agricultural products by 2025.



Compensating farmers for the federal carbon price

Responding directly to another WEST recommendation, Budget 2021 included a new mechanism to compensate farmers for the cost of carbon pricing. The rebate will apply to farmers in the four provinces where the federal carbon price applies: Alberta, Saskatchewan, Manitoba and Ontario. **The federal government estimates that farmers will receive \$100 million in the first year.** WEST called for farmers to be compensated for the cost of the federal carbon price on

grain drying and barn heating in particular, and FCM will follow the design of the rebate to ensure this outcome is achieved. WEST has also highlighted the opportunity for farmers to adopt lower-carbon technologies over time, and Budget 2021 responds by prioritizing \$50 million within the recently expanded \$165.5 million Agricultural Clean Technology program for the purchase of more efficient grain dryers for farmers across Canada.



Photo courtesy of The Brandon Sun
<https://www.brandonsun.com/local/Plenty-of-potential-in-Portage-pea-plant-573747941.html>

pea protein processing facility, which will create 150 local jobs while helping to meet the increasing global demand for plant-based food. And that's not all. Thanks to those community improvements, J.R. Simplot—a thriving business that specializes in potato processing already located in Portage la Prairie—also recently invested more than \$460 million for an expansion project to increase their current facility from 180,000 to 460,000-square-feet. The expansion has doubled the plant's need for potatoes from regional growers and increased its employment from 87 to 150 full-time positions.

Profiles of western innovation

Bringing global investment to Portage la Prairie, MB

The City of Portage la Prairie, MB and the Rural Municipality of Portage la Prairie, MB have a long history of partnership. Working together to plan for the future, the municipalities have made strategic investments to improve broadband internet access as well as local water and wastewater capacity in the region. That work proved critical to attracting a \$600 million investment from Roquette—a global leader in plant-based ingredients. This year, Roquette completed work on the world's largest



Profiles of western innovation

Hydrogen leadership in the Edmonton region

The municipalities in the Edmonton region are set to become the next leaders in the clean energy and hydrogen industry. The Edmonton Regional Hydrogen Hub envisions a future where buses, trains, heavy trucks, home heating and farm equipment all operate on zero-emission hydrogen fuel. The hub taps into regional strengths, including access to low-cost natural gas; engaged stakeholders in government, research institutions and diverse communities; skilled engineers; and a vast network of pipeline infrastructure. The wholesale revenue of hydrogen in Canada is currently \$100 billion a year. The hub has the potential to produce 30 percent of Canada's hydrogen going forward. In April 2021, the hub received more than \$2 million in funding from all orders of government. With 25 projects underway, Albertans will see the growth of a local hydrogen economy as the hub moves out of its strategic planning phase and into infrastructure building. The first of its kind, this hub shows how local communities can support the larger Canadian economy.





Reducing emissions from the energy sector

The federal government has partially responded to WEST recommendations on reducing emissions in Canada's energy sector. **In addition to the \$1.5 billion over five years that the federal government committed for the Clean Fuels Fund in December 2020, Budget 2021 included additional measures to support Canada's Hydrogen Strategy**, which aims to position Canada as a top-3 global hydrogen exporter:

- Adding hydrogen production and refueling equipment to the list of clean energy technology that is eligible for 100 percent accelerated depreciation.
- \$56 million over five years to Measurement Canada to develop and implement, in coordination with international partners such as the United States, a set of codes and standards for retail zero-emission charging and fueling stations, including hydrogen.
- \$67.4 million over seven years for Measurement Canada to ensure that commercial transactions of low-carbon fuels, including hydrogen, are measured accurately just as they are for conventional fuels.



To accelerate research, development and commercialization of Carbon Capture, Utilization and Storage (CCUS) technologies, Budget 2021 included the following commitments:

- Introduce an investment tax credit for capital invested in CCUS projects with the goal of reducing emissions by at least 15 megatonnes of CO₂ annually. This measure will come into effect in 2022. The Budget documents note that this tax credit will apply to hydrogen production.
- \$319 million over seven years to Natural Resources Canada to support research, development, and demonstrations that would improve the commercial viability of carbon capture, utilization, and storage technologies.

Positioning Canada's energy sector to be competitive in a carbon-constrained world will require a concerted long-term effort by the private sector, with support from federal government and provincial governments.

Further federal investments are necessary in the following areas:

- Industrial process efficiencies
- Flue gas heat and water recovery
- Digital optimization using advanced process controls
- Waste heat recovery and utilization
- Multilateral well technology to reduce GHG intensity of SAGD operations
- Energy intensity reductions through flow control devices (FCD) and non-condensable gas (NCG)
- Shift to non-emitting power across the value chain
- Carbon capture, utilization and storage
- Methane leak detection, capture and utilization

Finally, WEST calls on the federal government to accelerate the implementation of Canada's Hydrogen Strategy.



Profiles of western innovation

Municipal-Indigenous regional economic development in Saskatchewan

Between 2016 and 2019, the Battlefords Agency Tribal Chiefs (BATC) and the City of North

Battleford, SK participated in the [Community Economic Development Initiative](#) (CEDI), a joint initiative between FCM and the Council for the Advancement of Native Development Officers (Cando). CEDI facilitates relationship-building and cooperation between municipalities and Indigenous governments. The partnership resulted in an Indigenous employment and representative workforce plan at the City of North Battleford, and the creation of *Urban Reserve Guidelines: Benefits and Considerations for Urban Reserves in Saskatchewan*. The Sacichawasihc Relationship Agreement creates a framework for the region's governments to collaborate on issues of regional importance—like economic development, health, education, and crime. Overall, the initiative demonstrates how collaboration between Indigenous and non-Indigenous communities is important to reconciliation, and unlocks economic development potential.



WEST **recommendations** **requiring further action**

1

Establishing National Utility Corridors

A utility corridor is right-of-way that is pre-approved for the development of transportation, energy or telecommunications infrastructure. In 2017 the Senate Standing Committee on Banking, Trade and Commerce released the report, National Corridor: Enhancing and Facilitating Commerce and Internal Trade. Conceptually, the idea is not dissimilar to the zoning and land-use planning processes that municipalities use.

In order to help improve the long-term predictability of federal assessment processes for inter-provincial energy infrastructure like

pipelines and powerlines, **WEST is calling on the federal government to establish a process to pre-approve routes for a series of National Utility Corridors.** The Impact Assessment Agency of Canada currently has the mandate to conduct both Strategic Assessments and Regional Assessments that can look at a type of project or assess the impact of multiple projects in a region. These reviews could be used to establish the basis for National Utility Corridors, effectively assessing potential impacts in advance in order to improve predictability for investors and project proponents.



2

Improving federal impact assessments

FCM supported many of the elements of the modernized federal impact assessment regime established through Bill C-69, including how it improved municipalities' ability to participate in federal reviews and improved consultation with Indigenous communities. However, it remains to be seen whether the new process will live up to the federal government's stated objective of being more predictable. **WEST has identified three areas that may require additional changes:**

- **Timelines:** Improving predictability on review timelines by limiting the ability of the minister responsible for the Impact Assessment Agency of Canada to grant

time limit extensions beyond the default one-year maximum.

- **Scope:** Focusing federal assessments on the direct economic, environmental, health and public safety impacts of a project.
- **Participants:** Focusing participation on individuals and communities directly impacted by a project.

WEST proposes that the federal government regularly review the new impact assessment regime to assess outcomes and to determine the extent to which it is living up to the federal government's stated objectives regarding predictability.

3

Improving rail safety

Budget 2021 did not respond to the WEST recommendation to increase the Rail Safety Improvement Program (RSIP) by \$100 million. Increased capital funding for rail safety improvements is required for municipalities, private landowners and railways to improve public safety at at-grade rail crossings. Rail

safety improvements also improve the flow of freight transportation by rail. **FCM will continue to advocate for increased funding for rail safety improvements in order to enable municipalities to comply with the federal Grade Crossing Regulations.**

4

Supporting energy communities as part of a “just transition” to net-zero GHG emissions

The federal government has committed to implementing a “Just Transition Act” and in July 2021 launched a consultation on a “People-Centred Just Transition.” **The role of municipal governments and the direct financial impact of the net-zero transition on municipal revenue must be a central element of the federal government’s Just Transition strategy.**

Municipalities in energy-producing regions rely heavily on tax revenue from the energy industry. In Alberta, the taxes levied on machinery and equipment and linear property represented 58 per cent of property tax revenues for rural municipalities in 2019.

Municipal infrastructure and the services that local governments underpin commerce and are essential to economic growth. Economic diversification, as part of a transition to net-zero, requires stable municipal finance in order to maintain and improve local infrastructure and municipal services. Conversely, declining municipal revenue can contribute to a death spiral for energy-producing regions.

In 2016 the federal government committed to phase out coal-fired electricity generation without carbon capture, storage and utilization technology by 2030. Acknowledging both the direct and indirect economic impacts that this policy would have on communities, the federal government created a Task Force on Just Transition for Canadian Coal

Power Workers and Communities. As one response to the Task Force’s recommendations, in Budget 2019 the federal government committed to establishing a \$150 million infrastructure fund, beginning in 2020–21, to support priority projects and economic diversification in impacted communities. The Task Force also suggested that the federal government “undertake a subsequent and broader phase of consultation and analysis on just transition in Canada with industries beyond coal.”

Building on the work of the Task Force on Just Transition for Canadian Coal Power Workers and Communities, **WEST is calling on the federal government to create an Energy Community Infrastructure Fund that supports the infrastructure and economic development needs of municipalities in oil and gas producing regions** that are experiencing, and are expected to experience, negative economic impacts as a result of a transition to net-zero GHG emissions by 2050. Funding should be delivered directly and efficiently through an application-based program that enables energy communities to propose projects that address local and regional infrastructure priorities. It should support a variety of infrastructure categories and eligible costs—including municipal, provincial, non-profit and private sector infrastructure—and scale-up over time according to long-term needs.



WEST's vision for a place-based transition to net-zero GHG emissions

As part of its strategy to achieve net-zero GHG emission by 2050, the federal government must put local communities in oil and gas producing regions at the very heart of the transition.

As part of that transition, the federal government must:

1. **Implement robust federal climate policies and programs to reduce Canada's GHG emissions consistent with Paris Climate Agreement targets**, setting Canada on a low-carbon pathway towards net-zero GHG emissions by the middle of this century. In order to achieve net-zero, federal policies and programs must complement municipal action and target low-cost and readily available emissions reductions, especially in the buildings, transportation and waste sectors.
2. **Position Canada to continue to be a leading global energy exporter on a path to net-zero.** In the near-term, support investments that reduce the carbon-intensity of the entire value-chain, enabling lower-carbon Canadian energy to displace higher-carbon forms of energy in global export markets, while helping Canada's oil and gas sector invest in technology and R&D to accelerate the transition to net-zero hydrocarbons—future-proofing the industry to be globally competitive in a carbon constrained world.
3. **Recognize that Canada needs a regulatory environment within which new energy export capacity can be added in the near-term in order to expand international market access**, while ensuring that product is transported in the safest way possible and in accordance with best-in-class safety standards.
4. **Assess the short-, medium- and long-term impacts of net-zero climate policies on communities in oil and gas producing regions**, including impacts on municipal governments, public services, workers and residents, and implement comprehensive place-based policies and programs to address these impacts and ensure sustainable economic growth for these regions.
5. **Find new ways to continue extracting value from hydrocarbons with lower GHG emissions**, as well as diversifying economies building on other existing regional economic strengths. Fundamental shifts in an export-oriented energy sector can't only be replaced by a transition to renewable energy for domestic consumption.





Conclusion: WEST's vision for a strong western Canada

Canada is constantly evolving. Economic and demographic shifts, innovation and new technology, reconciliation with Indigenous peoples, climate change and COVID-19—all of these are having a significant impact in our communities today, and will shape our shared future.

“

We envision a western Canada where every community can prosper and thrive. Where parents feel confident that their children can find good jobs and opportunities close to home—now, and for years to come.

”

As the order of government closest to Canadians, local leaders see up close how broad national challenges play out in people's daily lives. And we know what's needed to meet these challenges on the ground—where Canadians live, work, and raise their families. It's in this spirit that the Federation of Canadian Municipalities created its WEST taskforce. Local leaders saw the deep sense of anxiety western Canadians feel about their jobs and their future, and we wanted to help.

We envision a western Canada where every community can prosper and thrive. Where parents feel confident that their children can find good jobs and opportunities close to home—now, and for years to come. Where reconciliation and partnership with Indigenous people is the norm. Where Canada's natural resources and nation-building energy infrastructure

continue to drive national prosperity in a way that meets high environmental standards. And where western innovation and resourcefulness diversify our local economies and create new opportunities for workers and families. We also envision empowered local governments and municipal services that support economic growth, community well-being, and a better quality of life for everyone.

The solutions we lay out in this report, and the work WEST has done since its inception, are all shaped by this vision. We're proud to serve and support western communities. And we'll continue to work pragmatically with everyone who wants to do the same. Because local leaders understand that this isn't about politics—it's about the people who continue to help build our remarkable country.

A photograph showing the silhouettes of two children running across a field. The sun is low on the horizon, creating a bright, golden glow that silhouettes the children and the grass. The sky is a mix of light and dark clouds. The children are running from left to right. The child on the left is in a full running stride, while the child on the right is slightly behind and also running.

Appendix 1: list of WEST members

Randy Goulden, FCM Regional Chair – *WEST Chair*

Paul McLaughlin, President of the Rural Municipalities of Alberta – *WEST Vice-Chair*

Charlie Clark, Mayor of Saskatoon – *WEST Vice-Chair*

Joanne Vanderheyden, FCM President

Taneen Rudyk, FCM First Vice-President

Scott Pearce, FCM Second Vice-President

Geoff Stewart, FCM Third Vice-President

Garth Frizzell, FCM Past President

Kam Blight, President of the Association of Manitoba Municipalities

Brian Frenkel, President of the Union of British Columbia Municipalities

Ray Orb, President of the Saskatchewan Association of Rural Municipalities
and FCM Rural Forum Chair

Rodger Hayward, President of the Saskatchewan Urban Municipalities Association

Naheed Nenshi, Mayor of Calgary

Don Iveson, Mayor of Edmonton

Sandra Masters, Mayor of Regina

Brian Bowman, Mayor of Winnipeg

Former members

Al Kemmere, former President of the Rural Municipalities of Alberta

Barry Morishita, President of the Alberta Urban Municipalities Association

Gordon Barnhart, former President of the Saskatchewan Urban Municipalities Association

Maja Tait, former President of the Union of British Columbia Municipalities

Ralph Groening, former President of the Association of Manitoba Municipalities

Bill Karsten, former FCM President

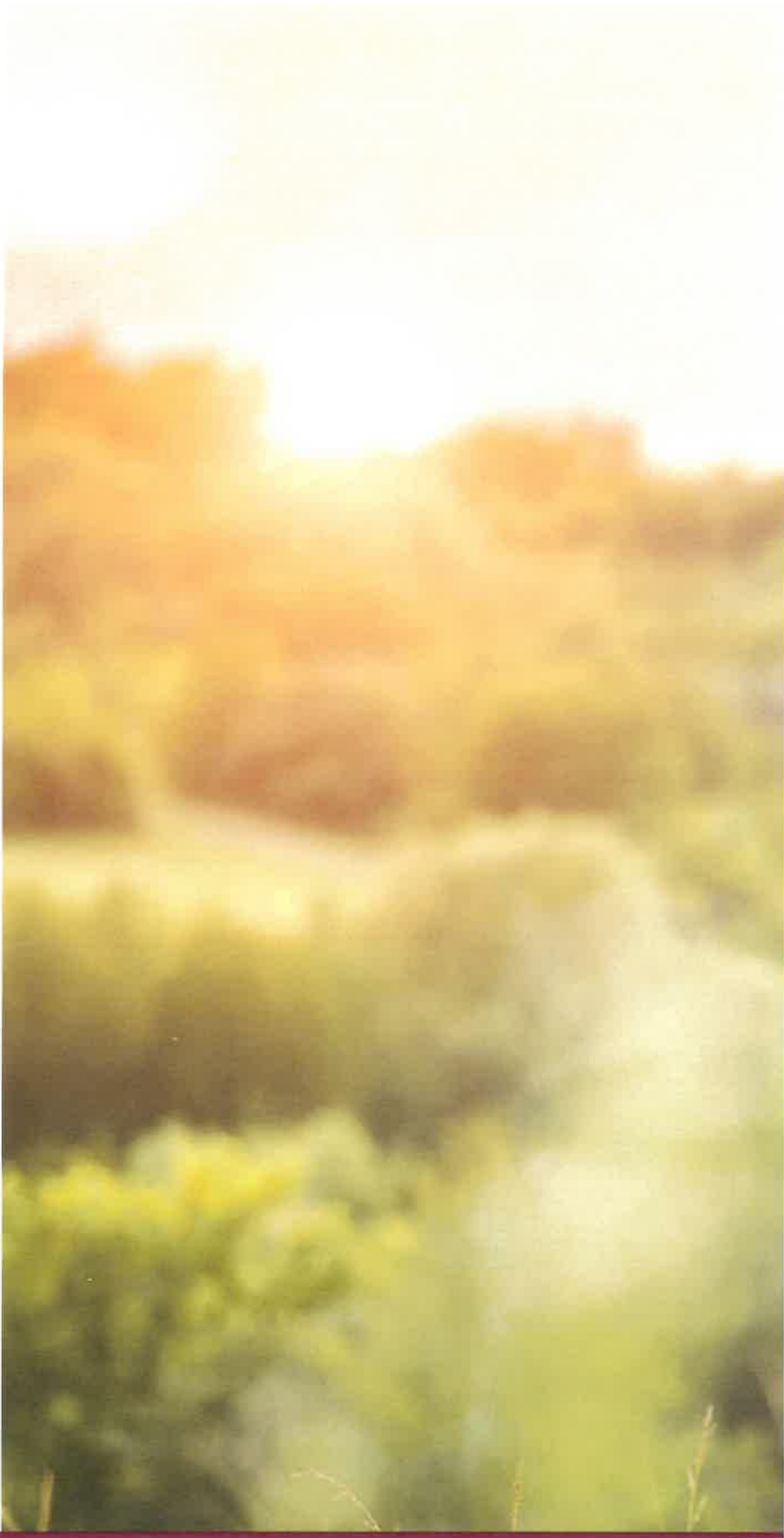
Darren Hill, former FCM Second Vice-President



Appendix 2: list of key WEST meetings

Since its inception, WEST has met with a number of senior federal decision-makers—both in government and in opposition. At every opportunity, we've brought forward the realities facing western communities, as well as our recommendations.

Date	Meeting
February 10, 2020	WEST's inaugural summit in Leduc, Alberta. Taskforce members meet directly with Deputy Prime Minister Chrystia Freeland , Economic Development Minister Mélanie Joly and Transport Minister Marc Garneau . WEST also meets with Conservative MPs Matt Jeneroux, James Cummings and Len Webber , as well as NDP MP Heather McPherson .
March 3, 2020	Call with Minister Garneau .
March 10, 2020	Meeting with Alberta Senator Paula Simons .
April 7, 2020	Meeting with Senators Paula Simons and Frances Lankin .
April 29, 2020	Meeting with Jim Carr , Special Representative for the Prairies.
May 19, 2020	Meeting with Michelle Rempel Garner , Shadow Minister for Industry and Economic Development, as well as Conservative MP Jeremy Patzer .
May 29, 2020	Meeting with Senator Paula Simons and her municipal working group, including Senators Frances Lankin, Bev Busson, Dr. Mary Jane McCallum, Eric Forest, Renee Dupis, Mary Coyle, Margaret Dawn Anderson, Brent Cotter, Ratna Omidvar, Tony Dean, Donna Dasko .
November 2020	FCM's Advocacy Days. WEST taskforce members meet with the BC, Manitoba and Saskatchewan Conservative Caucuses , as well as with Jim Carr , and with Warren Steinley , Conservative Shadow Minister for Economic Development & Internal Trade.
February 16, 2021	Meeting with Jim Carr , Special Representative for the Prairies.
April 6, 2021	Meeting with the Alberta Conservative Caucus .
April 7, 2021	Meeting with Minister Joly .



fcm.ca/WEST

Derek Zaplotinsky

November 03/2021

P.O. Box 609

Smoky Lake, AB T0A 3C0

ATT: County Of Smoky Lake Council

My name is Derek Zaplotinsky, I was born and raised in Smoky Lake, where my parents still reside. I grew up knowing the value of family, hard work and honesty. I am a very determined person with a passion for sports and pushing my limitations.

Three years ago I made the commitment to temporary relocate to Canmore to train with my coaches and train at the world class facility, the Nordic Center, in order to help me reach my full potential. The past 20 months have been challenging and costly, as I have had to travel back and forth due to the somewhat closer of the world and the training facilities. I train on a very high performance program and knew I had to find a way to continue my journey, any amount of time away from a 30 hour a week of training is crucial in the long term results.

I was fortunate to be able to return home and at least continue basic training on a track that I had designed and worked out in a temporary gym in the garage. I have incurred many additional expenses along the way:

1. accommodations = \$1200.00 per month
2. Extra Travel
3. Gym equipment = \$1000.00
4. Pieces of equipment to help maintain a track = \$1800.00
5. I am also in the process of getting a specific ski bucket and frame designed for my individual needs, which must be custom made = \$4000.00

My next few months are tentatively busy with a World Cup Event in Canmore in December, and Norway in January, with the ultimate goal of the Olympics in Beijing in March. Currently, I am ranked 2nd in Canada and 7th in the world. I am very honoured and proud to be representing Canada and my home town of Smoky Lake.

Thank you in advance for taking the time to consider helping me financially with this journey. I look forward to hearing from you and answering any questions you may have.

Sincerely



Derek Zaplotinsky



NAME	EMAIL	PHONE NUMBER
Mayor CHERNIWCHAN, Amy	Email: amy@smokylake.ca	Cell: 780-656-0386
Councillor KOBES, Evelynne	Email: evelynne@smokylake.ca	Cell: 780-656-8622
Councillor MAKOWICHUK, Terry	Email: terry@smokylake.ca	Cell: 780-656-5366
Councillor MORTON, Mel	Email: mmorton@smokylake.ca	Cell: 780-650-5277
Councillor PROCKIW-ZARUSKY, Marianne	Email: marianne@smokylake.ca	Cell: 780-656-5528

If you wish to send a letter to Council, please do so through the Town Office

TOWN OF SMOKY LAKE:

P.O Box 460, 56 Wheatland Avenue
 Smoky Lake, AB T0A 3C0
 Phone: 780-656-3674 Fax: 780-656-3675
 Email: town@smokylake.ca
 Website: www.smokylake.ca

CHIEF ADMINISTRATIVE OFFICER:

Adam Kozakiewicz
 Email: cao@smokylake.ca
 Cell: 780-603-4655

ASSISTANT CAO:

Crystal Letwin
 Email: finance@smokylake.ca
 Office: 780-656-3674

We Will
Remember
Them

Legion 

Thank you





Acknowledge Receipt

Presentation by Brownlee LLP, and retained for future reference.

AND acknowledge All (S) Council did attend the Council Orientation on November 4, 2021

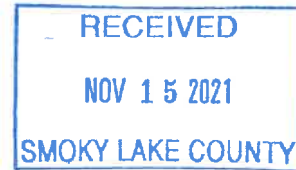






November 8, 2021

Reeve Lorne Halisky
Smoky Lake County
P.O. Box 310
Smoky Lake, AB T0A 3C0



Dear Reeve Halisky and council,

On behalf of the Board of Trustees of Aspen View Public Schools, I extend our congratulations to you and your council members on your recent election, and we look forward to working with you over the next four years. Rural sustainability remains a key priority for Aspen View Public Schools, and we place great value in building strong, collaborative relationships with the municipal councils in each of the communities we serve.

As a division, we are maintaining our commitment to meet formally with our municipal partners at least once per year. You can expect to receive a delegation request from our Superintendent and local trustee(s) within the next few months. We use these opportunities to share information on our division and schools, and to explore areas of shared concern and potential partnership.

While our preferred practice of holding Board of Trustees meetings in each of our communities is currently suspended due to COVID-19, we welcome municipal representatives to attend any of our regular meetings as observers or scheduled delegations. Of course, if at any time there are matters of concern or interest, we encourage you to reach out to the Superintendent or Trustees.

Thank you to all your council members to taking on the important task of municipal leadership, and we look forward to continuing to build a positive and productive relationship between our organizations.

Sincerely,

Candyce Nikipelo, Chair
Board of Trustees
Aspen View Public Schools

wcrlandfill@gmail.com

Subject: Fairness Update, Alberta Ombudsman

Good day,

Early in 2021, the Alberta Ombudsman's office sent a survey to 100 municipalities with the following intention – to learn what information the Ombudsman can provide to municipalities to address their areas of interest and how this information is best delivered. Through this survey, we learned that while all municipalities were at least somewhat familiar with the role of our office and the concepts of administrative fairness, there was significant interest in learning more.

We have chosen to start broad and answer the 10 most frequently asked questions from municipalities and residents. You can find this FAQ document attached to this email and on our [website](#).

From here, we plan to use this platform to provide regular info sheets, focusing on more of the specific topics of interest identified from both the survey and current interactions our office is having with municipalities. A recent example is the growing number of municipal rebate, incentive and grant programs launching across Alberta, particularly related to environmental and sustainability initiatives. To ensure municipalities have the tools to build administrative fairness into these new programs, we have created a best practices document that offers *10 Tips for Developing and Administering Fair Rebate Programs*. While this document is focused on rebate programs, we believe these tips are useful for the development of any administrative program.

It is our hope that your municipality will take these best practice tips into consideration during the development stage of future programs to prevent potential unfairness. If your municipality is planning a program and intends to contract out the program design and management to an external vendor, you may wish to consider sharing this document to ensure the program will be designed in accordance with the principles of administrative fairness.

Again, the best practices document is attached to this email and is also available on our [website](#).

We understand Alberta communities are well underway to orienting new and returning elected officials to local government offices. We also encourage you to visit our [municipalities page](#) for more about the Ombudsman's role and authority and how our office investigates complaints. We look forward to speaking with municipal representatives attending the 2021 Alberta Urban Municipalities Association and Rural Municipalities Association fall conventions and trade shows in November.

Thank you for your continued willingness to work with the Ombudsman's office to ensure fair treatment for all. Please contact us if you have any questions.

Sincerely,

Marianne Ryan
Alberta Ombudsman
Alberta Ombudsman / Public Interest Commissioner
OMB – 1-888-780-427-2756
www.ombudsman.ab.ca



CONFIDENTIALITY NOTICE: This message is intended only for the use of the individual or entity to which it is addressed and contains information that is strictly confidential. If the reader of this message is not the intended recipient, you are hereby notified that any disclosure, distribution or copying of this message and any attachments is strictly prohibited. If you have received this message and any attachments in error, please notify the sender immediately, and delete this message and any attachments from your computer system, and refrain from saving or copying this communication or forwarding it to any other recipient.

Please note: Any materials prepared as a result of a complaint submitted to the Ombudsman, including the complaint itself, and any material produced by the Ombudsman, such as this email, cannot be used in any other proceedings, including before a board or court. This applies whether you or the Ombudsman have possession of any of these materials.

10 Frequently Asked Questions

ABOUT THE OMBUDSMAN

1

What is Her Role?

As an independent legislative officer, the Ombudsman investigates complaints made by the public about authorities under her jurisdiction.

2

What Do We Do?

We investigate **final** administrative decisions using the principles of natural justice and administrative fairness. This includes confirming the actions and policies of municipalities are congruent with the *Municipal Government Act* (MGA).

3

What Power Does She Have?

The Ombudsman may make formal recommendations to help municipalities improve decision-making processes or confirm existing processes are fair.

4

Why Do We Investigate Municipalities?

Dec. 6, 2016

- Bill 21 passed: *Modernized Municipal Government Act*
- S. 85 amended MGA, s. 136 amended *Ombudsman Act*

Oct. 26, 2017

- Final amendments to MGA proclaimed into law

Apr. 1, 2018

- Ombudsman's functions and duties now include jurisdiction over municipalities

The Ombudsman is **not** an advocate for complainants, nor does she represent municipalities.

HANDLING COMPLAINTS

5

How Are Complaints Received?

We encourage people to phone our office with inquiries, but all complaints must be submitted in writing.

6

What Happens When We Receive Complaints?

Written complaints are assigned to and analyzed by investigators. Often, referrals are provided if additional reviews are available (e.g., write to the CAO).

INVESTIGATIONS AND OUTCOMES

7

What is an Early Resolution (ER)?

Often the first step of investigation, ER is a collaborative, informal, and efficient process wherein we isolate the core issue of a complaint and provide an objective and impartial assessment using our eight administrative fairness guidelines.

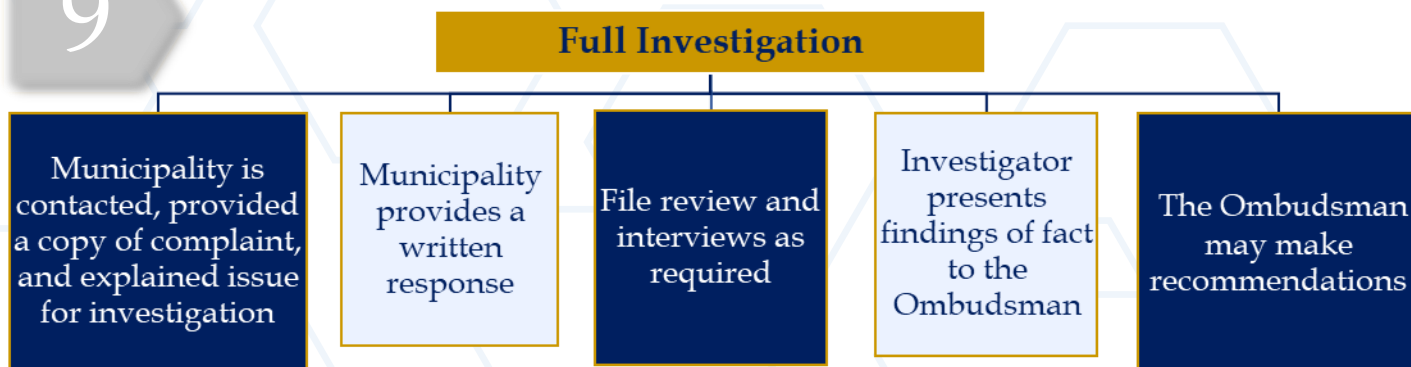
8

How is Early Resolution Collaborative?

An investigator may call to understand both sides of the complaint. We may ask for information about the process followed (e.g., relevant bylaws) and/or request a more detailed response, including reasons for the decision. A case is closed once we are satisfied an administratively fair decision was made.

9

What if Early Resolution is Not Possible?



10

What Are Recommendations?

With the goal of improving decision-making processes, recommendations can be broad or specific. They are **not** substitute decisions, nor are they based on the merits of a decision. For example, the Ombudsman may recommend a process be amended or an appeal matter be reheard.



FAQs for Municipalities



www.ombudsman.ab.ca

780.427.2756 (Edmonton) | 403.297.6185 (Calgary) | 1.888.455.2756 (Toll free) | info@ombudsman.ab.ca

10 Tips for Developing and Administering Fair Rebate Programs

COMMUNICATING PROGRAM RULES

1

Explain the Application Process

Post details about how individuals can apply for the rebate, and all the applicable rules, on the municipality's website.

2

Clarify the Eligibility Criteria

Explain the eligibility criteria in plain language, and ensure the criteria are communicated clearly and consistently in the application form, terms and conditions, brochures, and via social media.

3

Be Transparent

Disclose any conditions or limitations of the rebate program to potential applicants.

This will help ensure applicants have a clear understanding of how likely they are to be successful in receiving the rebate.

4

Make the Information Easily Accessible

State the terms and conditions of the program at the beginning of the application process.

This will ensure applicants understand all terms and conditions of the program before entering the required data into their application.

ADMINISTERING THE PROGRAM

5

Follow Your Rules

Administer the program in accordance with your publicly posted program information. If the rules or processes change after the program has launched, explain what has happened and why to all affected applicants.



6

Retain Application Information

Keep the information you used to determine each applicant's eligibility for the program.

Keeping this information ensures accountability of the decision-making process while allowing meaningful reviews to occur during and after the program.

ISSUING DECISIONS

7

Put the Decision in Writing

Give all applicants a written decision within a reasonable time frame. Sign the decision and list a point of contact for the applicant, should they wish to follow up about the decision.

8

Provide Reasons for the Decision

The written decision should include reasons for your decision.

Explain if Discretion was Exercised

9

If the decision maker has discretion (e.g., to relax or vary the eligibility criteria, or to consider each application on a case-by-case basis), the decision should explain this. The decision should then say why and how you applied discretion in each case.

10

Advise Applicants of Available Reviews

The decision should clearly explain whether there are any reviews or appeals available and how applicants can access those levels of review.

Best Practice Guidelines for Municipalities



www.ombudsman.ab.ca

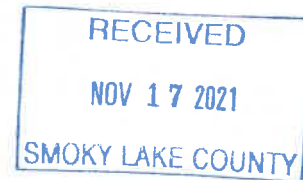


780.427.2756 (Edmonton) | 403.297.6185 (Calgary) | 1.888.455.2756 (Toll free) | info@ombudsman.ab.ca



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*



AR106789

November 10, 2021

Reeve Lorne Halisky
Reeve
Smoky Lake County
PO Box 310
Smoky Lake, AB T0A 3C0

Dear Reeve Halisky and Council,

Congratulations on your election to office and choosing to serve as an elected official for Smoky Lake County.

Our government looks forward to working with you to make life better for Albertans. As our economy recovers, there are many opportunities for us to collaborate on shared priorities like jobs and public safety, and making sure Albertans have access to strong public services they can count on, like transportation, infrastructure, parks and libraries.

It is an honour and privilege to serve Albertans in elected office. As elected officials, we strive to act with integrity, to work openly and transparently, and to actively demonstrate our democratic accountability to Albertans. This is fundamental to our success as stewards in managing the affairs of our offices and in achieving demonstrable results for our communities.

Once again, I extend my congratulations and thanks for your willingness to participate in our democratic process and for your commitment to Albertans. I wish you all the best in this new term of office, and look forward to meeting and working with you to provide good government, improve our communities, and faithfully serve the needs of Albertans.

Sincerely,

Ric McIver
Minister

Jenna Preston

From: Lydia Cielin
Sent: November 19, 2021 12:31 PM
To: Evonne Zukiwski
Cc: Patti Priest; Jenna Preston
Subject: FW: New Horizons for Seniors Program 2021–2022

Evonne:

Do your magic with promoting the following and we will acknowledge receipt of County's actions on December 16, 2021 Council Meeting.

From: Alberta Seniors & Housing <seniorsinformation@gov.ab.ca>
Sent: November-19-21 9:08 AM
To: Lydia Cielin <lcielin@smokylakecounty.ab.ca>
Subject: New Horizons for Seniors Program 2021–2022

Trouble viewing this email? [Read it online](#)

Age-Friendly E-News

Alberta

New Horizons for Seniors Program 2021 - 2022

ADVANCE NOTIFICATION

Call for Proposals for Community-based Projects

On **November 23, 2021**, the Government of Canada will launch the New Horizons for Seniors Program (NHSP) 2021-2022 call for proposals (CFP) for community-based projects across Canada.

PLEASE NOTE:

You cannot submit your application until the CFP is officially launched.

The online application and applicant guide will only be available on the Employment and Social Development Canada website starting November 23, 2021.

The deadline to submit applications will be **December 21, 2021, at 3:00 p.m. Eastern time**. Organizations will have a total of four (4) weeks to submit their applications.

WHAT'S NEW FOR THE 2021-2022 CALL FOR PROPOSALS?

- One application stream: Community-based projects are eligible to receive up to \$25,000 in grant funding. New applicants and organizations that have not been funded in the past five years are encouraged to apply.
- To simplify the application process and provide funds to communities more rapidly, organizations must complete and submit their application online.
- Organizations will be invited to apply for funding that supports the program's national priorities:

1. Supporting healthy aging

- Including addressing social isolation, including through supporting seniors' digital literacy, addressing ageism, mental health and dementia, and by developing and delivering virtual programming for the above.

2. Preventing senior abuse

- Including helping seniors navigate access to government benefits and providing support to file their taxes, supporting financial empowerment of seniors, and measures to reduce crimes and harm against seniors.

3. Celebrating diversity and promoting inclusion

- Including promoting intergenerational mentoring and engagement, and serving members of the following vulnerable groups: Indigenous Peoples, persons with disabilities, members of racialized and newcomer groups, members of LGBTQ2+ communities, low-income seniors and veterans.

4. Helping seniors to age in place

- Including providing practical supports to seniors to help them remain in their homes longer.

Starting on November 23, 2021 the application and applicant guide will be available at [NHSP web pages](#) or contact [NHSP – Community-based Projects](#).



Website



E-mail

For a print-friendly version click on "Read it online" at the top of the page.

Alberta Seniors & Housing
600-10405 Jasper Avenue
Edmonton Alberta T5J 4R7
Canada

This email is intended for county@smokylakecounty.ab.ca.

[Update your preferences](#) or [Unsubscribe](#)

delivered by
 Campaigner



Smoky Lake County

6.14a

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

October 29, 2021

Alberta First Nations

Re: Initiative to Designate the North Saskatchewan River in Alberta under the Canadian Heritage Rivers System (CHRS)

Chief & Council,

On behalf of Smoky Lake County, I wish to communicate with you regarding a collaborative initiative to see 718-kilometers of the North Saskatchewan River (*kisiskâciwani-sîpiy, omaka-ty*), flowing from the Banff National Park boundary, across Alberta, to the border with the Province of Saskatchewan, designated as a Heritage River under the Canadian Heritage Rivers System (CHRS (link: www.chrs.ca)).

Established in 1984, the CHRS includes forty rivers from coast-to-coast-to-coast (including 50km of NSR within Banff National Park). Designation is strictly commemorative, meaning that it does not change any jurisdiction, ownership, or traditional or treaty rights along the river, nor does it create additional regulations. This honorary designation will celebrate and support the storytelling of this life-sustaining element of our landscape. This initiative is intended to develop and share knowledge, facilitate partnerships and collaborative planning, and increase the public's understanding, as well as support reconciliation, community awareness, conservation and stewardship, collaboration, and education among river-users, with specific focus on the river's cultural, bio-physical, and recreational values.

To-date, we are being supported by fourteen other river-adjacent municipalities including the City of Edmonton, as well as other entities including the Confederacy of Treaty 6 First Nations, the Metis Nation of Alberta, EPCOR, Fort Edmonton, Explore Edmonton, Travel Alberta, River Valley Alliance, North Sask. Watershed Alliance, and dozens of others.

The North Saskatchewan River flows across Treaty 6 Territory, which itself reflects the treaty promise of "...as long as the river flows...". Likewise, we also respect that many other traditional territories also touch this river, and that it is of substantial continuing significance to Indigenous people today. It is important that we better understand and respect the interests of Indigenous people especially as these pertain to the river.

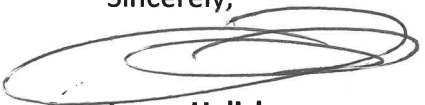
We are nearly ready to file a formal 'nomination document' with the CHRS Board, after which we will work with project partners next year to create a 'management plan' which will set a strategic vision, identify projects, and better coordinate actors along the river.

CHRS designation is not a destination, but an ongoing journey through which we will honor the life-giving North Saskatchewan River. This Initiative is about establishing and strengthening relationships.

I hope that we can engage with your elders and knowledge-holders to better understand the significance of the North Saskatchewan River to your people such as protocol, significant sites, events, traditions, ceremonies, or otherwise. We will update you as the Initiative moves forward, which I hope is of interest to you.

If you have any questions or wish to learn more, I encourage you to contact myself (c: 780- 650-5401, e: lhalisky@smokylakecounty.ab.ca), or our project lead Kyle Schole (c: 780-650-2059, e: kschole@smokylakecounty.ab.ca).

Sincerely,



**Lorne Halisky,
Reeve & Division 4 Councillor, Smoky Lake County**

cc: Consultation Office

Kyle Schole, Planning Technician & Project Lead, North Saskatchewan Heritage River Initiative



Smoky Lake County

P.O. Box 310
 4612 McDougall Drive
 Smoky Lake, Alberta T0A 3C0
 Phone: 780-656-3730
 1-888-656-3730
 Fax: 780-656-3768
www.smokylakecounty.ab.ca

November 9th, 2021

North Saskatchewan Watershed Alliance Board
 C/O Ken Crutchfield, Chairperson
 Email: kvcrutch@telus.net;

Re: North Saskatchewan River in Alberta: Canadian Heritage Rivers System (CHRS)

I am pleased to provide an update on our collaborative initiative to see 718-kilometers of the North Saskatchewan River (*kisiskâciwani-sîpiy, omaka-ty*) designated as a Heritage River under the [Canadian Heritage Rivers System \(CHRS\)](#) for which the NSWA provided a letter of support in May of 2021.

BRIEFING NOTE

CANADIAN HERITAGE RIVERS SYSTEM (CHRS)

- Established in 1984, the CHRS is a national collaboration among the provincial, territorial, and federal governments, and local communities, currently encompassing forty rivers from coast-to-coast-to-coast (including 50km of North Sask. within Banff National Park).
- Designation is commemorative, meaning that it doesn't affect any jurisdiction, ownership, or traditional or treaty rights along the river, nor does it create additional red-tape, regulations, or restrictions.
- CHRS is a vehicle for education and empowerment for residents and visitors to share and support the storytelling of this life-sustaining element of our landscape with specific focus on the river's cultural, bio-physical, and recreational values.

NORTH SASKATCHEWAN HERITAGE RIVER INITIATIVE

- This Initiative is centered on supporting sustainable adventure/ecological, cultural, and heritage tourism both through strengthening existing, and establishing new, relationships and recreation planning.
- CHRS designation will contribute to knowledge development, facilitate partnerships and collaborative planning, increased public awareness, stewardship and conservation, and reconciliation.
- The NSR flows across Treaty 6 Territory, which reflects the treaty promise of "...as long as the river flows...". It is imperative we better understand and respect Indigenous perspectives and traditional knowledge in relation to the NSR.
- Our efforts are supported by 15 of 16 river-adjacent municipalities, and dozens of other entities such as Confederacy of Treaty 6 First Nations, Métis Nation of Alberta, EPCOR, Fort Edmonton, Explore Edmonton, Travel Alberta, River Valley Alliance, and North Sask. Watershed Alliance (NSWA), among others.

CONSIDERATIONS & NEXT STEPS

- The North Saskatchewan Watershed Alliance originally began the work towards CHRS Designation in the mid-2000s, culminating with a Background Study, and work on a Nomination Document which has been valuable to Smoky Lake County's renewal of this initiative. Indeed, the Initiative dovetails remarkably well with NSWA's vision, mission, purpose, and strategic plan.
- A revised modern '*Nomination Document*' has been submitted to the CHRS Board, which will be considered for endorsement later in November 2021, then sent to the AB & Canadian Ministers of Environment.
- The next step will then be to work with project partners during 2022 to create a non-statutory 'management plan.'
 - Federal Government will provide a \$45k funding contribution to complete this work, and we are actively seeking to fundraise other monies with which to augment this.
 - This will set a strategic vision, establish a collaborative framework, begin to identify projects (such as identify roles, tour routes/itineraries, create an interpretive plan, etc.,) and enable better coordination along the river.
 - Smoky Lake County recently conducted a Request for Expressions of Interest for assistance in facilitation of this management planning work.
 - NSWA is identified as a significant actor/stakeholder to be engaged through the forthcoming management planning process.

REQUEST SCENARIOS

- 1) Does the NSWA Board desire to be engaged as a whole, and/or does the Executive Director require specific board direction to participate in the management planning process? (Neither represents a considerable commitment of time or capacity.)
- 2) Does NSWA wish to explore becoming a direct funding partner contributing to this Initiative?
- 3) Could NSWA assist in identification and pursuit/application for grants in support of this Initiative?

If you have any questions or wish to learn more, I encourage you to contact

- Myself (cell: 780- 650-5401, email: lhalisky@smokylakecounty.ab.ca), or
- Kyle Schole, project lead (cell: 780-650-2059, email: kschole@smokylakecounty.ab.ca).

Sincerely,



**Lorne Halisky,
Reeve & Division 4 Councillor, Smoky Lake County**

cc: Leah Kongsrude, NSWA Executive Director, Leah.Kongsrude@nswa.ab.ca
Smoky Lake County Council & CAO
Kyle Schole, Planning Technician, Smoky Lake County, & North Saskatchewan Heritage River Initiative Project Lead

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan) / Озеро Димних (Ozero Dymnykh) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory, and Homeland of the Métis Nation



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

November 9th, 2021

Michael Janz
Edmonton City Councillor for Ward Papastew
2nd Floor, City Hall, 1 Sir Winston Churchill Square
Edmonton, AB T5J 2R7

Email: michael.janz@edmonton.ca

Re: North Saskatchewan River in Alberta: Canadian Heritage Rivers System (CHRS)

Congratulations on your election as the Councillor for Ward Papastew. Further to the River Valley 101 session which you attended on Nov 7, 2021, I am pleased to provide an update on our collaborative initiative to see 718-kilometers of the North Saskatchewan River (*kisiskâciwani-sîpiy, omaka-ty*) designated as a Heritage River under the [Canadian Heritage Rivers System \(CHRS\)](#) for which the previous City Council adopted a motion (Moved by M. Walters) at its meeting of Ap. 19, 2021, conditionally supporting this initiative.

BRIEFING NOTE

CANADIAN HERITAGE RIVERS SYSTEM (CHRS)

- Established in 1984, the CHRS is a national collaboration among the provincial, territorial, and federal governments, and local communities, currently encompassing forty rivers from coast-to-coast-to-coast (including 50km of North Sask. within Banff National Park).
- Designation is commemorative, meaning that it doesn't affect any jurisdiction, ownership, or traditional or treaty rights along the river, nor does it create additional red-tape, regulations, or restrictions.
- CHRS is a vehicle for education and empowerment for residents and visitors to share and support the storytelling of this life-sustaining element of our landscape with specific focus on the river's cultural, bio-physical, and recreational values.

NORTH SASKATCHEWAN HERITAGE RIVER INITIATIVE

- This Initiative is centered on supporting sustainable adventure/ecological, cultural, and heritage tourism both through strengthening existing, and establishing new, relationships and recreation planning.
- CHRS designation will contribute to knowledge development, facilitate partnerships and collaborative planning, increased public awareness, stewardship and conservation, and reconciliation.
- The NSR flows across Treaty 6 Territory, which reflects the treaty promise of "...as long as the river flows...". It is imperative we better understand and respect Indigenous perspectives and traditional knowledge in relation to the NSR.
- Our efforts are supported by 15 of 16 river-adjacent municipalities, and dozens of other entities such as Confederacy of Treaty 6 First Nations, Métis Nation of Alberta, EPCOR, Fort Edmonton, Explore Edmonton, Travel Alberta, River Valley Alliance, and North Sask. Watershed Alliance (NSWA), among others.

- We have enjoyed a reasonably productive dialogue with City Administration, though zero City resources have been committed to the North Sask. Heritage River Initiative, to-date.
 - Federal Government will provide a \$45k funding contribution to complete the remaining work, and we are actively seeking to fundraise other monies with which to augment this.

CONSIDERATIONS & NEXT STEPS

- A formal 'Nomination Document' has been submitted to the CHRS Board, which will be considered for endorsement later in November 2021, then sent to the AB & Canadian Ministers of Environment.
- The next step will then be to work with project partners during 2022 to create a non-statutory 'management plan.' This will set a strategic vision, establish a collaborative framework, begin to identify projects (such as identify roles, tour routes/itineraries, create an interpretive plan, etc.), and enable better coordination along the river.

Councillor Janz, in your platform, you pledged to support "Increased protections for the River Valley, parks, trees, and green spaces and planning two million more trees." (source: <https://www.michaeljanz.ca/priorities>) I ask that in the crafting of any river-centered Notice of Motion, that you would consider the following:

That Administration cooperate with Smoky Lake County and other participants to complete a non-statutory 'management plan' further to designation of the North Saskatchewan River in Alberta under the Canadian Heritage Rivers System (CHRS), and that this work returns to Urban Planning Committee in Q3 2022.

Further, you may also wish to explore or reflect on Edmonton becoming a contributing funding partner to this work, and/or pursuit of establishment of a Council Initiative, pursuant to [City Policy C518A](#).

OTHER RELEVANT MATTERS

- On August 27, 2021, the Utility Committee adopted a motion asking for:
 - a status update on the [North Saskatchewan Regional Plan](#), due Q2-2022 (UPE00794).
 - an update on Watershed Management, due Q2-2022 (UPE00797).
 - that the City provide input into the Alberta Coal Policy Committee (UPE00424).

If you have any questions or wish to learn more, I encourage you to contact

- Myself (cell: 780- 650-5401, email: lhalisky@smokylakecounty.ab.ca), or
- Kyle Schole, project lead (cell: 780-650-2059, email: kschole@smokylakecounty.ab.ca).

Sincerely,



**Lorne Halisky,
Reeve & Division 4 Councillor, Smoky Lake County**

cc: Smoky Lake County Council & CAO
Kyle Schole, Planning Technician, Smoky Lake County, & North Saskatchewan Heritage River Initiative Project Lead



Smoky Lake County

P.O. Box 310
 4612 McDougall Drive
 Smoky Lake, Alberta T0A 3C0
 Phone: 780-656-3730
 1-888-656-3730
 Fax: 780-656-3768
www.smokylakecounty.ab.ca

November 9th, 2021

Travel Alberta
 James Leppan, Manager, Tourism Development, North
 Email: james.leppan@travelalberta.com;

Re: North Saskatchewan River in Alberta: Canadian Heritage Rivers System (CHRS)

I am pleased to provide an update on our collaborative initiative to see 718-kilometers of the North Saskatchewan River (*kisiskâciwani-sîpiy, omaka-ty*) designated as a Heritage River under the [Canadian Heritage Rivers System \(CHRS\)](#) for which Travel Alberta provided a letter of support in January of 2020.

BRIEFING NOTE

CANADIAN HERITAGE RIVERS SYSTEM (CHRS)

- Established in 1984, the CHRS is a national collaboration among the provincial, territorial, and federal governments, and local communities, currently encompassing forty rivers from coast-to-coast-to-coast (including 50km of North Sask. within Banff National Park).
- Designation is commemorative, meaning that it doesn't affect any jurisdiction, ownership, or traditional or treaty rights along the river, nor does it create additional red-tape, regulations, or restrictions.
- CHRS is a vehicle for education and empowerment for residents and visitors to share and support the storytelling of this life-sustaining element of our landscape with specific focus on the river's cultural, bio-physical, and recreational values.

NORTH SASKATCHEWAN HERITAGE RIVER INITIATIVE

- This Initiative is centered on supporting sustainable adventure/ecological, cultural, and heritage tourism both through strengthening existing, and establishing new, relationships and recreation planning.
- CHRS designation will contribute to knowledge development, facilitate partnerships and collaborative planning, increased public awareness, stewardship and conservation, and reconciliation.
- The NSR flows across Treaty 6 Territory, which reflects the treaty promise of "...as long as the river flows...". It is imperative we better understand and respect Indigenous perspectives and traditional knowledge in relation to the NSR.
- Our efforts are supported by 15 of 16 river-adjacent municipalities, and dozens of other entities such as Confederacy of Treaty 6 First Nations, Métis Nation of Alberta, EPCOR, Fort Edmonton, Explore Edmonton, Travel Alberta, River Valley Alliance, and North Sask. Watershed Alliance (NSWA), among others.

CONSIDERATIONS & NEXT STEPS

- The North Sask. Heritage River Initiative dovetails remarkably well with Travel Alberta's Bootstrap Plan
- A revised modern 'Nomination Document' has been submitted to the CHRS Board, which will be considered for endorsement later in November 2021, then sent to the AB & Canadian Ministers of Environment.
- The next step will then be to work with project partners during 2022 to create a non-statutory 'management plan.'
 - Federal Government will provide a \$45k funding contribution to complete this work, and we are actively seeking to fundraise other monies with which to augment this.
 - This will set a strategic vision, establish a collaborative framework, begin to identify projects (such as identify roles, tour routes/itineraries, create an interpretive plan, etc.,) and enable better coordination along the river.
 - Smoky Lake County recently conducted a Request for Expressions of Interest for assistance in facilitation of this management planning work.
 - Travel Alberta is identified as a significant actor/stakeholder to be engaged through the forthcoming management planning process.

REQUEST SCENARIOS

- 1) Does Travel Alberta wish to explore becoming a direct funding partner, and/or assist in identification and pursuit/application for grants in support of this Initiative?
- 2) Will Travel Alberta be willing to assist in share and promote the forthcoming management planning engagement?

If you have any questions or wish to learn more, I encourage you to contact

- Myself (cell: 780- 650-5401, email: lhalisky@smokylakecounty.ab.ca), or
- Kyle Schole, project lead (cell: 780-650-2059, email: kschole@smokylakecounty.ab.ca).

Sincerely,



**Lorne Halisky,
Reeve & Division 4 Councillor, Smoky Lake County**

cc: Smoky Lake County Council & CAO
Kyle Schole, Planning Technician, Smoky Lake County, & North Saskatchewan Heritage River Initiative Project Lead



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

November 9th, 2021

Explore Edmonton
c/o Jason Letwin, Research & Performance Manager, Destination Strategy
Email: JLetwin@exploredmonton.com;

Re: North Saskatchewan River in Alberta: Canadian Heritage Rivers System (CHRS)

I am pleased to provide an update on our collaborative initiative to see 718-kilometers of the North Saskatchewan River (*kisiskâciwani-sîpiy, omaka-ty*) designated as a Heritage River under the [Canadian Heritage Rivers System \(CHRS\)](#) for which Explore Edmonton provided a letter of support in January of 2021.

BRIEFING NOTE

CANADIAN HERITAGE RIVERS SYSTEM (CHRS)

- Established in 1984, the CHRS is a national collaboration among the provincial, territorial, and federal governments, and local communities, currently encompassing forty rivers from coast-to-coast-to-coast (including 50km of North Sask. within Banff National Park).
- Designation is commemorative, meaning that it doesn't affect any jurisdiction, ownership, or traditional or treaty rights along the river, nor does it create additional red-tape, regulations, or restrictions.
- CHRS is a vehicle for education and empowerment for residents and visitors to share and support the storytelling of this life-sustaining element of our landscape with specific focus on the river's cultural, bio-physical, and recreational values.

NORTH SASKATCHEWAN HERITAGE RIVER INITIATIVE

- This Initiative is centered on supporting sustainable adventure/ecological, cultural, and heritage tourism both through strengthening existing, and establishing new, relationships and recreation planning.
- CHRS designation will contribute to knowledge development, facilitate partnerships and collaborative planning, increased public awareness, stewardship and conservation, and reconciliation.
- The NSR flows across Treaty 6 Territory, which reflects the treaty promise of "...as long as the river flows...". It is imperative we better understand and respect Indigenous perspectives and traditional knowledge in relation to the NSR.
- Our efforts are supported by 15 of 16 river-adjacent municipalities, and dozens of other entities such as Confederacy of Treaty 6 First Nations, Métis Nation of Alberta, EPCOR, Fort Edmonton, Explore Edmonton, Travel Alberta, River Valley Alliance, and North Sask. Watershed Alliance (NSWA), among others.

CONSIDERATIONS & NEXT STEPS

- The North Sask. Heritage River Initiative dovetails remarkably well with Explore Edmonton's Ten-Year Tourism Master Plan.
- A revised modern '*Nomination Document*' has been submitted to the CHRS Board, which will be considered for endorsement later in November 2021, then sent to the AB & Canadian Ministers of Environment.
- The next step will then be to work with project partners during 2022 to create a non-statutory 'management plan.'
 - Federal Government will provide a \$45k funding contribution to complete this work, and we are actively seeking to fundraise other monies with which to augment this.
 - This will set a strategic vision, establish a collaborative framework, begin to identify projects (such as identify roles, tour routes/itineraries, create an interpretive plan, etc.,) and enable better coordination along the river.
 - Smoky Lake County recently conducted a Request for Expressions of Interest for assistance in facilitation of this management planning work.
 - Travel Alberta is identified as a significant actor/stakeholder to be engaged through the forthcoming management planning process.

REQUEST SCENARIOS

- 1) Does Explore Edmonton wish to explore becoming a direct funding partner, and/or assist in identification and pursuit/application for grants in support of this Initiative?
- 2) Would Explore Edmonton be willing to assist in share and promote the forthcoming management planning engagement?

If you have any questions or wish to learn more, I encourage you to contact

- Myself (cell: 780- 650-5401, email: lhalisky@smokylakecounty.ab.ca), or
- Kyle Schole, project lead (cell: 780-650-2059, email: kschole@smokylakecounty.ab.ca).

Sincerely,



**Lorne Halisky,
Reeve & Division 4 Councillor, Smoky Lake County**

cc: Smoky Lake County Council & CAO
Kyle Schole, Planning Technician, Smoky Lake County, & North Saskatchewan Heritage River Initiative Project Lead



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

November 18th, 2021

Darren Dagleish, President and CEO,
Fort Edmonton Management Company

Email: darren.dagleish@edmonton.ca

Re: North Saskatchewan River in Alberta: Canadian Heritage Rivers System (CHRS)

I am pleased to provide an update on our collaborative initiative to see 718-kilometers of the North Saskatchewan River (*kisiskâciwani-sîpiy, omaka-ty*) designated as a Heritage River under the [Canadian Heritage Rivers System \(CHRS\)](#) for which the NSWA provided a letter of support in May of 2021.

BRIEFING NOTE

CANADIAN HERITAGE RIVERS SYSTEM (CHRS)

- Established in 1984, the CHRS is a national collaboration among the provincial, territorial, and federal governments, and local communities, currently encompassing forty rivers from coast-to-coast-to-coast (including 50km of North Sask. within Banff National Park).
- Designation is commemorative, meaning that it doesn't affect any jurisdiction, ownership, or traditional or treaty rights along the river, nor does it create additional red-tape, regulations, or restrictions.
- CHRS is a vehicle for education and empowerment for residents and visitors to share and support the storytelling of this life-sustaining element of our landscape with specific focus on the river's cultural, bio-physical, and recreational values.

NORTH SASKATCHEWAN HERITAGE RIVER INITIATIVE

- This Initiative is centered on supporting sustainable adventure/ecological, cultural, and heritage tourism both through strengthening existing, and establishing new, relationships and recreation planning.
- CHRS designation will contribute to knowledge development, facilitate partnerships and collaborative planning, increased public awareness, stewardship and conservation, and reconciliation.
- The NSR flows across Treaty 6 Territory, which reflects the treaty promise of "...as long as the river flows...". It is imperative we better understand and respect Indigenous perspectives and traditional knowledge in relation to the NSR.
- Our efforts are supported by 15 of 16 river-adjacent municipalities, and dozens of other entities such as Confederacy of Treaty 6 First Nations, Métis Nation of Alberta, EPCOR, Fort Edmonton, Explore Edmonton, Travel Alberta, River Valley Alliance, and North Sask. Watershed Alliance (NSWA), among others.

CONSIDERATIONS & NEXT STEPS

- A revised modern 'Nomination Document' has been submitted to the CHRS Board, which will be considered for endorsement later in November 2021, then sent to the AB & Canadian Ministers of Environment.
- The next step will then be to work with project partners during 2022 to create a non-statutory 'management plan.'
 - Federal Government will provide a \$45k funding contribution to complete the remaining work, and we are actively seeking to fundraise other monies with which to augment this.
 - This will set a strategic vision, establish a collaborative framework, begin to identify projects (such as identify roles, tour routes/itineraries, create an interpretive plan, etc.), and enable better coordination along the river.
 - Smoky Lake County recently conducted a Request for Expressions of Interest for assistance in facilitation of this management planning work.

REQUEST SCENARIO

- Fort Edmonton is identified as a significant actor/stakeholder to be engaged through the forthcoming management planning process.
- Does Fort Edmonton wish to explore becoming a direct funding partner contributing to this Initiative?

If you have any questions or wish to learn more, I encourage you to contact

- Myself (cell: 780- 650-5401, email: lhalisky@smokylakecounty.ab.ca), or
- Kyle Schole, project lead (cell: 780-650-2059, email: kschole@smokylakecounty.ab.ca).

Sincerely,


Lorne Halisky,
Reeve & Division 4 Councillor, Smoky Lake County

cc: Cameron John, Chair of the Board
Smoky Lake County Council & CAO
Kyle Schole, Planning Technician, Smoky Lake County, & North Saskatchewan Heritage River Initiative Project Lead

Fw: North Saskatchewan River Nomination

Kyle Schole

Tue 2021-11-16 6:52 PM

To: Kyle Schole <kschole@smokylakecounty.ab.ca>;

**TSUUT'INA**
NATION OFFICIAL WEBSITE

From: Violet Meguinis <vmeguinis@tsuutina.com>
Sent: Monday, November 15, 2021, 4:23 p.m.
To: lhalisky@smokylakecounty.ab.ca
Cc: Monica Onespot; Emmet Crowchild; Chief Roy Whitney
Subject: North Saskatchewan River Nomination

Dzinisi guja (good day),

Attention: Lorne Halisky, Reeve & Division 4 Councillor, Smoky Lake County

We received your October 29th, 2021 letter to the Tsuut'ina Nation Chief and Council in regards to the designation of the North Saskatchewan River as a Heritage River under the Canadian Heritage Rivers System.

I am including our Chief and Council in this email and attaching the letter we received to give context as to purpose of this reply.

We the Tsuut'ina Nation have a special connection to the river, not only for sustenance but for health as water is considered to be medicine. We also utilized the river for travel, trade and to connect with other Dene Nations.

We also have many oral stories of the river in our history and one of them speaks of our ancestors camped near the river by Fort Edmonton during Treaty making era.

We support the nomination and we are committed to creating a management plan. We look forward to this initiative and the life long protection of this great river.

Siiyisgaas! (thank you)

Violet M. Meguinis, B.Ed.
Tsuut'ina TUS Consultation Director

Tsuut'ina Nation Consultation
Chief Joseph Big Plume Building - 3rd Floor

Work Cell: 403-796-9408

Direct Line: 403-238-6304

Email: vmeguinis@tsuutina.com



17th ANNUAL TLC
DART TOURNAMENT
Saturday, December 4 , 2021
Warspite Hotel

Affordable Fun \$ 20.00 Per Person

Registration 10:30-11:30

Start Time 12:00 Noon

All proceeds donated to The Smoky Lake Food Bank, Christmas Hamper and Warspite Community Hall.

In Memory of Cathy Bullas

Everyone Welcome!! Upon Donating, having lunch, enter for door prizes and most of all have fun!!!!

All Donations are greatly Appreciated .

Contact information : Tom Bullas 780-383-0000



November
29, 2021
\$ 100.00
Approve.



Shannon Stubbs, MP
Lakeland

November 25, 2021

Mayor and Council/Reeve and Council,

As the Member of Parliament for Lakeland, I am reaching out to municipalities to discuss and gather information on how the retroactive pay mandated by the recently ratified RCMP Collective Agreement impacts your community. I know that each community will be impacted differently based upon their size and that dictates your payment requirement. In discussion and outreach with communities in Lakeland, the information gathered indicate that some will be tasked with funding large unbudgeted payments for a negotiation made by the federal Liberal Government.

I applaud the work being done by Lakeland communities to reduce budgets, and attempt not to overburden your residents with tax increases. This is not an easy job, especially at a time where you are receiving less provincial and federal funding. The addition of this retro pay is overwhelming many regions across the country, especially in rural areas.

I have been working to raise awareness on this issue, and am very concerned about the downloading of this expense on municipalities that were not even consulted during the bargaining process. I understand that the Federation of Canadian Municipalities (FCM) is calling on the federal government to pay the lump sum and change the process for consultation. As your federal representative, I will continue to advocate on your behalf.

Please share any information about the financial impacts on your community that will help my work to support your municipality. Information can be emailed to my office at Shannon.Stubbs@parl.gc.ca.

Thank you in advance for your assistance.

Sincerely,

A handwritten signature in blue ink that reads "Shannon Stubbs".

Shannon Stubbs, MP
Lakeland





Shannon Stubbs, MP
Lakeland

October 27,2021

Dear Dan Gawalko,

Let me introduce myself. My name is Angela Sime, I am a farmer/owner of 4000 acres in your ward in Smoky Lake County. I am also the owner of 3 lots in Hillside Acres at Whitefish Lake. I currently have a cabin on one of the back lots and I am in the process of building on one of the front lots that has been owned by my family for years.

It has come to my attention that a member of our Hillside community has issued concerns regarding the use of the ER next to lot #5.

This ER as well the others in our community are used by both lakefront and backlot owners alike. One of the ways the community uses these ERs is access for boat lifts. Due to the topography in the area even many lakefront owners use one of the 2 accessible ERs to get their lifts to the water and float them around to place in front of their property. A lot of the shoreline in our subdivision has a steep bank making it impossible to get a lift down. Lifts are also wide and would require clearing a path of vegetation on the lake shore. Therefore, using a common access prevents unnecessary disturbances. These lifts are only put in and taken out once per year. It is often a community event with many people helping each other. If this access was no longer available how would we be able to get our lifts to the water?

The ER, beside lot 5, in particular is also used for recreation. It is the ER with the nicest beach so yes, it can get busy on a long weekend. This is a common area where members of the community come together and enjoy the beach and water. Kids have an opportunity to meet neighbours and my children have made great friends that we may not have met just remaining on our own lot. As an owner of a lakefront lot I have private access to the water but it is also nice to have a place the community can enjoy together. I have also had the opportunity to meet members of our community that are more physically challenged. Having this ER open to more than foot traffic allows this area to be inclusive so that those with a handicap or less mobility due to age are able to enjoy this time with friends and family as well.

In our subdivision there are no other forms of recreation offered. We do not have a park, walking paths, bike paths, tennis court or any of the many amenities that are offered at other lake communities in Smoky Lake County. We rely on the water and the access granted through our ERs.

It is my understanding that this ER is also designated emergency access. Closing this ER to only foot traffic would hinder emergency response. An ambulance with all the emergency supplies necessary would have to stay on the road. Closing this ER would also reduce local fire response's access to the lake water which would put the entire community at risk.

Thank you for your time,

Angela Sime



[« All Events](#)

Emerging Trends in Municipal Law

February 17, 2022

[« Emerging Trends in Municipal Law](#)

A Legal Educational Seminar for Municipal Elected Officials & Employees of Municipalities Only.

[+ GOOGLE CALENDAR](#)

[+ ICAL EXPORT](#)

Details

Date:

February 17, 2022

Organizer

Brownlee LLP

Phone:

780-970-5739

Email:

pthompson@brownleelaw.com

[« Emerging Trends in Municipal Law](#)

UPCOMING EVENTS

Emerging Trends in Municipal Law

February 10, 2022

Emerging Trends in Municipal Law

February 17, 2022

FIND A LAWYER

 ▼ ▼

[TERMS OF USE](#)

[PRIVACY POLICY](#)

[LOGIN TO WEBMAIL](#)



Jenna Preston

From: Lydia Cielin
Sent: December 10, 2021 11:38 AM
To: Jenna Preston
Subject: FW: Don't Forget to Register: Employment Law Seminar

From: Reynolds Mirth Richards & Farmer LLP <clientrelations@rmrf.com>
Sent: December-07-21 2:43 PM
To: Lydia Cielin <lcielin@smokylakecounty.ab.ca>
Subject: Don't Forget to Register: Employment Law Seminar

EMPLOYMENT LAW SEMINAR

Alberta's Workplace in 2022



R | M | R | F
BARRISTERS SOLICITORS

Reynolds
Mirth
Richards
& Farmer LLP

5
CPD
Hours

Join us for a two-day virtual
event for employers of all sizes
and industries.

This fully virtual seminar will span over two half days.

The agenda boasts a lineup of timely topics focused on the legal landscape and how it relates to labour and employment in Alberta. Join our Partners and Associates for insightful sessions and breakouts to help you gain insight and tools to navigate recent changes in the workplace, and emerging issues relating to the global pandemic.

Our breakout sessions range from 101 style classes to deep-dives from our industry leaders. You will have the option to attend two live breakout sessions but will have access to recordings for ones you miss. The seminar will conclude with a bear pit style session where attendees will have the opportunity to get answers to important questions from our Panel of Pros.

JANUARY 2022

13 & 14

Sign up to reserve your spot!

REGISTER

[View Full List of Topics and Agenda](#)

This seminar has been pre-approved by CPHR Alberta for 5 CPD hours.

Copyright © Reynolds Mirth Richards & Farmer LLP, All rights reserved.

Manulife Place
Suite 3200-10180 101 St NW

Edmonton, AB T5J 3W8

+1 (780) 425-9510 | +1 (800) 661-7673

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).





6.20

Box 974
Smoky Lake, AB
T0A 3C0
(780) 554-9899

December 8, 2021

Dear Smoky Lake County Council,

We are writing to you regarding the Smoky Lake School of Dance. This non-profit organization has been in operation for twenty plus years offering numerous varieties of modern-day dance. We provide a safe environment for members of our community and surrounding communities to bring their children to explore the fundamentals of dance. Not only does it provide a place to learn dance technique and experience the learning of choreography, but it gives our children a place to express their inner emotions and creativity in motions of dance. This allows for better well-being for our children and having this organization has made a place for our children to not only grow in learning the essentials of dance but to also learn to have the confidence to show their inner self.

The Smoky Lake School of Dance has been able to sustain on its own for many years with the help of Casino funding and fundraising completed by the dancers. The last few years have been trying with having fundraising limited and not being able to attend our Casino. Last year, the Smoky Lake County was able to assist us and it was very much appreciated and helped us keep going.

Fortunately, this summer we finally were able to attend our Casino in August. This will allow us to offer our families subsidized and affordable options for their children to be able to join our club, but we are still in need of some assistance to get back on track.

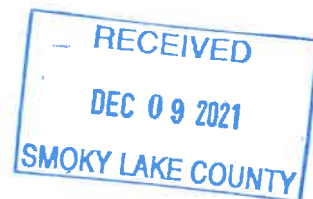
Covid has been hard on communities and families alike, but we are lucky thus far to get back into the studio with a sense of normal for the dancers to continue to do what they love. The Smoky Lake School of Dance is writing to you in hopes to receive some financial assistance. We would appreciate anything you would be able to give. Dance is so important for our children's physical, social, and mental well-being and having extra-curricular activities available is incredibly valuable to our community.

If you have any questions or concerns, please feel free to contact me at anytime at the address or phone number above.

Sincerely,

Cheryl Semeniuk

President of the Smoky Lake School of Dance



Monthly Release of Information



OCTOBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Release for Information #
					1	2	<u>September 2021</u>
3	4	5	6	7	8	9	September 23, 2021 - R57-21: RMA: Contact Newsletter: September 17, 2021. F
10	11	12	13 R59-21	14	15 R60-21 R61-21	16	September 23, 2021 - R58-21: Aspen View Board Highlights – September 9, 2021. F
17	18	19	20	21	22	23	
24/31	25	26	27	28	29	30	<u>October 2021</u> R59-21: RMA: President's Update: October 2021. F R60-21: Aspen View Board Highlights – October 7, 2021. F R61-21: Kevin D. Kisilevich, Tourism Marketing and Development, GO EAST of Edmonton Regional Tourism, dated October 13, 2021 – Re: 2021 Summer Highlights. F

Monthly Release of Information



NOVEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Release for Information #
	1 R62-21 R63-21	2	3	4	5	6	<p>R62-21: RMA: Contact Newsletter: October 29, 2021. F</p> <p>R63-21: Municipal Committees 2021-2022. F</p> <p>R64-21: Aspen View Board Highlights – November 8, 2021. F</p> <p>R65-21: Paul McLauchlin, President, Rural Municipalities of Alberta (RMA), dated November 12, 2021 – Re: Support Letter regarding RMA Virtual Conventions. F</p> <p>R66-21: Stacey Hryciuk, Reeve, County of Vermilion River, dated November 10, 2021 – Re: Fall 2021 RMA Convention. F</p> <p>R67-21: Nancy Broadbent, President and CEO, Portage College, dated November 5, 2021 – Re: Congratulatory message and Portage College Strategy 2025 information. F</p> <p>R68-21: RMA: Contact Newsletter: November 19, 2021. F</p>
7	8	9	10	11	12 R64-21 R65-21	13	
14	15 R66-21	16	17	18 R67-21 R68-21	19	20	
21	22	23	24	25	26	27	
28	29	30					

