

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 16, 2021** at 9:06 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. Lorne Halisky, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Dec. 16, 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 @9:31am
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	Virtually Present
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 @9:09am
Bylaw Enforcement	Tammy Godu	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Media	Redwater Review	Absent
Public	One Member Present	N//A

2. Agenda:

179-21: Fenerty That the Smoky Lake County Council Meeting Agenda for Thursday, December 16, 2021, be adopted, as presented.
Carried Unanimously.

3. Minutes:

Minutes of September 15, 2021 – County Council Budget Meeting

180-21: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Wednesday, September 15, 2021, be adopted as presented.
Carried

Minutes of September 21, 2021 –County Council Departmental Meeting

181-21: Cere That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, September 21, 2021, be adopted as presented.
Carried.

Minutes of September 23, 2021 – County Council Regular Meeting

182-21: Serben That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, September 23, 2021, be adopted as presented.
Carried.

Minutes of October 1, 2021 - County Council CAO Evaluation Meeting

183-21: Gawalko That the minutes of the **Smoky Lake County Council for the Purpose of the CAO Evaluation Meeting** held on Friday, October 1, 2021, be adopted as presented.
Carried.

Evonne Zukiwski, Communications Technician, virtually joined the meeting, time 9:09 a.m.

Minutes of October 15, 2021 – County Council Regular Meeting

184-21: Fenerty That the minutes of the **Smoky Lake County Council Regular Meeting** held on Friday, October 15, 2021, be adopted as presented.

Carried.

Minutes of October 28, 2021 – County Council Organizational Meeting

185-21: Cere That the minutes of the **Smoky Lake County Council Organizational Meeting** held on Thursday, October 28, 2021, be adopted as presented.

Carried.

Minutes of October 28, 2021 – County Council Regular Meeting

186-21: Serben That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, October 28, 2021, be adopted as presented.

Carried

Minutes of October 29, 2021 – County Council Budget Meeting

187-21: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, October 29, 2021, be adopted as presented.

Carried.

Minutes of November 17, 2021 – County Council Committee of the Whole Planning Meeting

188-21: Cere That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Planning Meeting** held on Wednesday, November 17, 2021, be adopted as presented.

Carried.

Minutes of November 19, 2021 – County Council Budget Meeting

189-21: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, November 19, 2021, be adopted as presented.

Carried.

County Council Meeting Recessed

The Smoky Lake County Reeve announced the Council Meeting recessed, time 9:13 a.m.

VIRTUAL PUBLIC HEARING:

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

1.0 Opening

The Virtual Public Hearing was **called to order at 9:16 a.m.** by the Reeve, Lorne Halisky in the presence of all Council members, Assistant Chief Administrative Officer, and Finance Manager as well as in the virtual presence of the Planning and Development Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Natural Gas Manager, Communications Technician, Bylaw Enforcement and **one member of the public, and one member of the media.**

Confirmation was provided by the Planning and Development Manager, that the Public Hearing had been advertised and notice was provided in accordance with the applicable legislation.

The purpose of the hearing was summarized as:

To obtain public input in favour or opposed in regard to proposed Bylaw No. 1402-21: 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, in accordance with section 22 of the Municipal Government Act, Chapter M-26, revised statutes of Alberta 2000, as amended.

2.0 Staff Presentation

Jordan Ruegg, Planning and Development Manager provided the following information:

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.

One Member of the Public virtually joined the meeting, time 9:23 a.m.

3.0 Public Presentations Via Written Submissions

There was one written submission received:

From: bruce morton <[REDACTED]>
Sent: December 14, 2021 2:32 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: Land use hearing

I am alarmed with bureaucratic impropriety and the CAO stands to benefit from insider knowledge and influence.
Does his choice of property purchase in Warspite yield a plan now unfolding? His land holding stands to increase in size and valuation. If this change is approved then any legal revue should advise a conflict of interest.
Further to the hire of CAO and a generous severance negotiated by a past Reeve recently defeated without interviewing competing candidates adds a taint.
Bonnyville under his leadership saw decline and conflict.
Rewarding your staff outside a transparent salary and hiring structure paints the council with a similar stain.
Anyone else making this application would raise no flags of contention .
Thank you for your consideration in this matter.

Councillor Gawalko responded with the following points including but limited to:

- Council hires the CAO as a whole, as reflected in the minutes. His salary is within the salary grid for municipal CAOs and he is one of the lowest paid CAOs across most municipalities.

4.0 Public Presentations at the Public Hearing

There were no Members of the Public virtually present who requested to speak **in opposition or in support** of proposed **Bylaw No. 1421-21**.

5.0 Questions and Answers

There were no questions.

6.0 Closing Remarks

There being no further presentations, the public hearing and discussion on Smoky Lake County's proposed **Bylaw No. 1402-21: 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**, was declared closed, time **9:30 a.m.**

County Council Meeting Reconvened

The Smoky Lake County Council Meeting reconvened, at a call to order by Reeve Halisky, time **9:31 a.m.**, in the physical presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, and in the virtual presence of the Planning and Development Manager, Planning and Development Assistant, Communications Technician, GIS Officer, Recording Secretary, one Member of the Public and one Member of the Media.

4. Request for Decision:

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

190-21: Gawalko

That Smoky Lake County submit the 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.

Carried.

One Member of the Public virtually joined the meeting, time 9:47 a.m.

2021/2022 Alberta Community Partnership (ACP) Grant Application – Subdivision Development Standards

191-21: Cere

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.

Carried.

Policy Statement No. 01-40-02: Governance Policies

192-21: Fenerty

That Smoky Lake County Policy Statement No. 01-40-02: Governance Policies, be amended:

Title: Governance Policies	PolicyNo.: 40-02
Section: 01	Code: P-I
	Page No.: 1 of 5 E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	Policies are essential to good government and to an understanding of the continuity of Council decision-making. To provide a process/framework for the ongoing, strategic, periodic review and evaluation of Smoky Lake County Policies.
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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.
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.
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.

Title: Governance Policies	Policy No.: 40-02
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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		PolicyNo.: 40-02
Section: 01	Code: P-I	Page No.: 3 of 5 <i>E</i>

Policy Statement and Guidelines:		
<p>3.8 The Assistant Chief Administrative Officer is responsible to:</p> <p>3.8.1 Assist Departments in the legislative and legal review of Policies.</p> <p>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>4.2.1 Nothing in this Policy shall prevent the earlier review or evaluation of a Policy, if circumstances so warrant.</p> <p>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 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.</p> <p>4.4 The Chief Administrative Officer or designate 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 the Chief Administrative Officer or designate, the Policy Committee or Council, and then to Council for final consideration.</p> <p>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.</p> <p>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.</p>		

Title: Governance Policies		PolicyNo.: 40-02
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Policy Statement and Guidelines:		
<p>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.</p> <p>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.</p> <p>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.</p>		

Section 01

Policy 40-02



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

Carried.

Lakeland Industry and Community Association (LICA) Membership

193-21: Fenerty

That Smoky Lake County extend an invitation to the Lakeland Industry and Community Association (LICA) to be a delegation at the next or future County Council meeting, in response to the email from Kristina Morris, Executive Director of Lakeland Industry and Community Association – Environmental Stewards, dated November 9, 2021, in respect to a membership which would provide County residents and communities access to the Community Education and Outreach opportunities provided by LICA.

Carried.

7. Delegation:

Golden Galaxy Development

Physically present before Council was Akmal Ata, Director, Simran Kaler, Director, Golden Galaxy Development from 10:04 a.m. to 10:42 a.m. to discuss and interest to purchase County land for a commercial project, under Executive Session.

Executive Session:

Land & Legal Issue: Golden Galaxy Development

194-21: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue, relating Golden Galaxy Development's interest to purchase County land for a commercial project, under the authority of the FOIP Action Section 16: Third Party Business Interests, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, and Legislative Services Clerk, Planning and Development Manager, Planning and Development Assistant, and the Delegations: Akmal Ata, Director, Simran Kaler, Director, Golden Galaxy Development, time 10:04 a.m..

Carried.

195-21: Gawalko

That Smoky Lake County Council go out of Executive Session, time 10:42 a.m.

Carried.

Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee: Terms of Reference

196-21: Fenerty

That Smoky Lake County Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee – Terms of Reference, be adopted:

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
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Purpose:	Bellis Board of Trade is listed under the Recreation & Cultural Services . Bellis Board of Trade was incorporated on June 30, 1955 as a federal corporation registered under Corporations Canada. Corporation Number 1724. 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. Appointment held annually at County Organizational Meeting.
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Policy Statement and Guidelines:	
1. MEMBERSHIP:	
1.1	One member of Council.
1.2	One member as alternate.
2. OBJECTIVE:	
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.
3. MANDATE:	
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.
3.2	Attend scheduled meetings, share all communications, and information with Council.

Carried.

7. Delegation:

Terry Tychkowsky - Landowner

Physically present before Council was Terry Tychkowsky from 10:47 a.m. to 11:12 a.m. to discuss an issue the non-existent access to the land legally described as NE-15-61-17-W4, for the purpose determining a solution for developing access to the said land. It was noted that the Chief Administrative Officer, Planning and Development Manager, and Planning and Development Assistant will schedule a meeting with Municipal Planning Services Ltd., to discuss agreeable options for moving forward on providing access to the said land.

5. Issues for Information:

Bylaw Enforcement Officer - Report

197-21: Halisky

That Smoky Lake County Council accept the Bylaw Enforcement Officer's monthly report for November 1, 2021 to December 15, 2021, 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.

Carried.

Tammy Goddu, Bylaw Enforcement Officer, virtually left the meeting, time, 11:23 a.m.

4. Request for Decision:

Smoky Lake Royal Canadian Legion Branch No. 227 – Financial Request

198-21: Cere

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.

Carried.

Policy Statement No. 08-17-02: Family and Community Support Services (FCSS) Grants

199-21: Serben

That Smoky Lake County Policy Statement No. 08-17-02: Family and Community Support Services (FCSS) Grants, be amended:

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>
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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.
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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.

Section 08

Policy 17-02

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? Yes No
2. Does your organization operate within Smoky Lake County region? Yes No
3. Project Description (Include amount requested)

4. What is the target group or population you wish to reach with this program?

- Infants/Toddlers – 0-3 years
- Preschoolers – 3-5 years
- Children 5-12 years
- Youth 12-18 years
- Adults
- Seniors
- Families
- Community

5. Please select the main strategic social direction of the program.

- Help people develop independence, strengthen coping skills, and become more resistance to crisis
- Help people develop an awareness of social needs.
- Help people develop interpersonal and group skills which enhance constructive relationships among people.
- Help people and communities assume responsibility for decisions and actions which affect them.
- Provide support that helps sustain people as active members of the community.

- 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: _____

Section 08



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: _____



SCHEDULE "C"

SMOKY LAKE COUNTY – FCSS FINANCIAL REPORT

LEGAL REGISTERED NAME OF ORGANIZATION: _____
 ADDRESS: _____
Box City or Town Postal Code
 PHONE #: _____ FAX #: _____
 CONTACT PERSON: _____ EMAIL: _____

- ▶ **COMPLETE THIS APPLICATION IN ITS ENTIRETY**
- Were all funds spent this calendar year? Yes No
 - Financial Report:**

REVENUES (please detail all actual revenues related to the project)	
FCSS Grant	
Other Revenue	
Total Revenue	\$
EXPENSES (please detail all actual revenues related to the project)	
Total Expenses	\$

Name: _____
 Signature: _____
 Position: _____
 Date: _____

Carried.

Policy Statement No. 61-03-06: Application for Development Permit
200-21: Gawalko

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 as follows:

Title: Application for Development Permit	Policy No: 03-06
Section: 61	Section: P-A
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Legislative Reference:	Alberta Provincial Statutes Land Use Bylaw
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Purpose:	To outline the procedures and requirements for applying for a Development Permit in Smoky Lake County.
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Policy Statement and Guidelines:

<p>1. STATEMENT</p> <p>1.1 Development Permits are issued by Smoky Lake County, pursuant to the <i>Land Use Bylaw</i> and the <i>Municipal Government Act</i> R.S.A. 2000, Chapter M-26, as amended.</p> <p>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.</p> <p>2. DEFINITIONS</p> <p>2.1 "Act" means the <i>Municipal Government Act</i> R.S.A. 2000, Chapter M-26, as amended.</p> <p>2.2 "Developer" means the owner of lands on which a Development is proposed, or any other person applying for a Development Permit.</p> <p>2.3 "Development" means development as defined in the <i>Act</i>, and includes the following:</p> <p>2.3.1 The carrying out of any construction or excavation, or other operations, in, on, over or under land;</p> <p>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;</p> <p>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;</p> <p>2.3.4 The placing of refuse or waste material on any land;</p> <p>2.3.5 An excavation or stockpile and the creation of either of them;</p> <p>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;</p> <p>2.3.7 The resumption of the use for which land or buildings had previously been utilized;</p> <p>2.3.8 The use of land for the storage or repair of motor vehicles or other machinery or equipment;</p>
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Policy Statement and Guidelines:	
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 <i>Land Use Bylaw</i> .
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 <i>may</i> 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 <i>shall</i> be issued, with or without conditions, provided the Development conforms to the <i>Land Use Bylaw</i> .
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.
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.

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Policy Statement and Guidelines:	
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.

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Policy Statement and Guidelines:		
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 <i>Land Use Bylaw</i> , 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 <i>Land Use Bylaw</i> has expired.	
3.21	In cases where a Developer makes application for a Development Permit for a Permitted Use under the <i>Land Use Bylaw</i> , 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 <i>Land Use Bylaw</i> , the Municipal Planning Commission shall issue or refuse said Development Permit.	

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Policy Statement and Guidelines:		
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 <i>Act</i> , 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 <i>Land Use Bylaw</i> 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 <i>Act</i> , 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 <i>Act</i> .	

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Policy Statement and Guidelines:		
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 <i>Land Use Bylaw</i> , as amended, the Development Authority may exercise the right to order compliance as outlined in the <i>Land Use Bylaw</i> , as amended, pursuant to the <i>Act</i> .	

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;

- a. 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;
 - b. drainage, grading and landscaping plans which provide pre-and-post construction site elevations;
 - c. a storm water management plan approved by Alberta Environment and Parks (or other appropriate provincial authority);
 - d. a geotechnical report prepared, stamped and signed by a qualified professional registered in the Province of Alberta, in potentially hazardous or unstable areas;
 - e. 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;
 - f. a reclamation plan for aggregate extraction or site grading and excavation;
 - g. an environmental assessment to determine potential contamination and mitigation;
 - h. 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;
 - i. 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;
 - j. a site plan detailing how vegetation, topography disturbance or erosion is to be minimized;
 - k. an environmental impact assessment describing a Development's potential environmental effects;
 - l. within the Garner Lake Area Structure Plan area, a landscaping plan;
 - m. a Cumulative Effects Assessment;
 - n. the identification of all rights-of-way and easements within or abutting the subject property; and/or
 - o. any additional information the Development Authority deems necessary.
- 2) 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.
- 3) 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.
- 4) 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: _____ Your File Number: _____ Roll 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 subject property immediately adjacent to the County boundary? Yes No
If yes, the adjoining municipality is: _____

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 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: No. 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

<p>OFFICE USE ONLY</p> <p>Type of Payment: <input type="checkbox"/> DEBIT <input type="checkbox"/> CASH <input type="checkbox"/> CHEQUE</p> <p>Fee \$ _____</p> <p>Receipt # _____</p> <p>Receipt Date _____</p> <p>Date Received _____</p> <p>*and deemed complete by Development Authority.</p> <p><input type="checkbox"/> Entered into MuniSight PD # _____</p>	<p>Authorization: <input type="checkbox"/> Permitted Use <input type="checkbox"/></p> <p>Discretionary Use</p> <p>Issuing Officer's Name _____</p> <p>Issuing Officer's Signature _____</p> <p>Date of Approval _____</p> <p>Date Issued _____</p> <p>Comments and/or Variances _____</p>
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Schedule "A": Development Permit Application Form Section 61 SCHEDULE "A" Page 11 of 13. 03-06

DEVELOPMENT PERMIT APPLICATION FORM

Our File Number: _____	Roll Number: _____
DEVELOPMENT PERMIT SITE PLAN	
DATE: _____	SIGNATURE OF APPLICANT: _____
DATE: _____	DEVELOPMENT AUTHORITY: _____

Schedule "A": Development Permit Application Form Page 12 of 13.

Section 61 SCHEDULE "A" 03-06

DEVELOPMENT PERMIT APPLICATION FORM

SAMPLE SITE PLAN

*Sample site plan not drawn to scale.

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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 property lines 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).

Schedule "A": Development Permit Application Form Page 13 of 13.

Carried.

11:35 to 11:36 a.m. 9. **Public Question and Answer Period:**

None.

Meeting Recessed Meeting recessed for Lunch, time 11:44 a.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:33 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, and the virtual presence of the Planning and Development Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Natural Gas Manager, Communications Technician one Member of the Public.

2021 Property Tax Sale Results

201-21: Cere That Smoky Lake County Council accept the information regarding the lack of bids received for the properties under Alberta Land Title Certificate numbers: 162 354 715 (Lot 2 Block 1 Plan 1624316), 122 107 121 (SE-23-060-19 W4), and 002 357 454 (Lot 20 Block 1 Plan 1039CL) and take no further action.

Carried.

Policy Statement No. 08-18-09: Council Remuneration and Expenses

202-21: Cere That Smoky Lake County Policy Statement No. 08-18-09: Council Remuneration and Expenses, be amended to reflect a 5% rollback to Council's annual remuneration as follows:

DEFEATED

	<u>Current</u>	<u>With 5% Rollback</u>
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

Councillor Cere requested a recorded vote:

<u>For</u>	<u>Against</u>
Cere	Gawalko
Serben	Fenerty
	Halisky

MOTION DEFEATED.

Smoky Lake County Community Learning Council (CLC):

2021 -2024 Community Adult Learning Program (CALP) Grant

203-21: Fenerty 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: July 1, 2021 – June 30, 2024 Base operating funding in the amount of \$113,230.00 – Grant Agreement # AR61169, 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.

Carried.

8. Executive Session:

Personnel Issue: Regional Community Development Committee (RCDC):

Member-at-Large Letters of Interest

204-21: Fenerty That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, relating to the Regional Community Development Committee (RCDC): Appointment of Two Member-at-Large. Review of Letters of Interest, under the authority of the FOIP Act Section 24: Advice from Officials and Section 17: Third Party Personal Privacy, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, time 12:47 p.m..

Carried.

205-21: Cere That Smoky Lake County Council go out of Executive Session, time 1:00 p.m.

Carried.

Regional Community Development Committee (RCDC):

Appointment of Two Member-at-Large

206-21: Cere That Smoky Lake County appoint Ed Dyck and Noel Simpson as Member-at-Large members, to the Regional Community Development Committee (RCDC) in accordance with Bylaw No. 1399-21.

Carried.

Year-2022 Interim Municipal Budget

207-21: Gawalko 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.

Carried.

Year-2022-2026 Interim Five-Year Capital Project Budget

208-21: Halisky That Smoky Lake County Council approve the Year-2022 to Year-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, and
2026 - 5,977,434.

Carried.

Five-Year Road Plan for 2022-2026

209-21: Fenerty That Smoky Lake County Council approve the interim Five-Year Road Plan for Years 2022 to 2026, as presented on December 16, 2021, in respect to Policy Statement No. 3-18: Five Year Road Plan.

Carried.

Notice of Intention to Designate a Municipal Historic Resource: Hamlin Road Ranch

210-21: Fenerty That Smoky Lake County Council give (sixty) 60-Day Notice of Intent to Designate the "Hamlin Road Ranch" located on the lands legally described as SW-17-58-13-W4, as Municipal Historic Resources under the Alberta Historical Resources Act and in accordance with Smoky Lake County Policy Statement No. 61-15-1: Designation of a Municipal Historic Resource.

Carried.

One Member of the Public, virtually joined the meeting, time 1:29 p.m.

North Saskatchewan in Alberta Heritage River Initiative Update

211-21: Fenerty

That Smoky Lake County Council acknowledge:

1. the North Saskatchewan River Nomination document titled: “Nomination of the North Saskatchewan Rive in Alberta” was presented to the CHRS Board by the Planning and Development Department on November 24, 2021, and
2. 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. 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.

Carried.

North Saskatchewan in Alberta Heritage River Initiative Update

212-21: Serben

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, 2022 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.

Carried.

Kyle Schole, Planning and Development Assistant, virtually left the meeting, time 1:38 p.m.

Alberta Community Partnership (ACP) Grant Application - Ortho Photos

213-21: Cere

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, for the Project: **Ortho Photos** for a 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.

Carried.

STARS (Shock Trauma and Rescue Services) – Funding Request

214-21: Serben

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.

Carried.

Municipal Surface Lease Property: NE 30-59-14-W4

215-21: Gawalko

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; **and** bring forward the Bylaw No. 1245-12: Lease Agreements, for deliberations to a future council meeting.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer (CAO) provided a report to Council for the period of September 24, 2021 to December 16, 2021:

Chief Administrative Officer			
			Report Period: Sept 24, 2021 to Dec 16, 2021
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
Bylaw Enforcement: the contractor continues to react to complaints and proactively patrol areas. Investigative Assurance has provided the County excellent services to date and their contract will be expiring on January 01, 2022. I spoke to our Officer and she would welcome a contract extension. The recommendation from Administration is to extend the contract for at least 6 months to a year. Administration is currently evaluating whether an employee is required or whether continuance of the existing services deals with the majority of Bylaw Enforcement issues. The intention will be that if the County will pursue a long term contract (3 or more years) with Investigative Assurance, the contract will be prepared accordingly. Recommendation: That Council approve the extension of the existing contract for Bylaw Services with Investigative Assurance for a term not exceeding one (1) year in duration.			Dec 16/21
TSI – Several meetings. Draft Governance report for Council review. TSI will presented to County Council, the Joint Fire Committee a couple of times and several emails regarding their schedule. The election results and corresponding learning curve with some of the County partners is causing some delays.	Ongoing		Sept 24 to Dec 16/21
Limited Partnership meeting - legal			Sept 29/21
Joint Health and Safety Committee			Oct 14/21 Nov 18/21 Dec 15/21
Safety Audit Interview			Nov 16/21
COVID Updates			Sept 22/21 Oct 07/21 Oct 13/21 Oct 20/21 Oct 27/21 Nov 03/21 Nov 10/21 Nov 17/21 Dec 01/21 Dec 15/21
ICC Committee meeting			
Organizational Meeting - SLC			Oct 28/21
Council Orientation Training			Nov 04/21
Muni-101 (Bonnyville) Council Training			Nov 09/21 Nov 10/21
Attendance at Legislature with Village of Vilna – Reservoir Issue			Nov 18/21
Victoria District Committee of the Whole			Dec 07/21
Smoky Lake Region Fire And Rescue Committee meeting			Dec 09/21
Town and County Joint Council Meeting			Dec 09/21
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed
Mangers Meetings – Every Monday Morning			Ongoing
Administration Building Upgrades – Roof Replacement: The contract has been executed. The Contractor had some supplier issues in ordering materials. The Contractor finally mobilized on November 22, 2021. The recent snows and cold temperatures are likely to result in further delays.	Jul' 15/21		Dec 31/21
RCDC Meeting			Sept 27/21 Oct 13/21 Dec 06/21
Bonnie Lake Resort – Meetings pertaining to development/engineering	Ongoing		Ongoing
Several Administrators/Managers meetings to discuss Planning ACP project.			Ongoing
Victoria District Economic Development			Oct 01/21 Dec 10/21
Range Road 130 design Criteria			Oct 01/21
Council Departmental/ASB/GAS/ENV/Fire meetings			Oct 12/21 Dec 14/21
BF13398 (RR130) Design Criteria			Oct 20/21
Disaster Recovery Course			Oct 27/21 Nov 02/21
DRP Planning			Nov 08/21
Policy Committee			Nov 12/21
Negotiating Committee Meeting			Nov 15/21
Committee of the Whole			Nov 17/21
Safety Audit – Report of Findings			Nov 22/21
RMA Convention			Nov 23 – 26/21
Heritage River meeting with City of Edmonton			Dec 01/21
Victoria District Legal team review of agreement status			Dec 02
HWY 28/63 COMMISSION			
Commission Meeting – Assets issue, connection issue, Municorr and draft bylaw issues			Sept 29/21 Nov 16/21
Town Council Meeting - Delegation	Ongoing		Oct 05/21
Water Study Design Criteria			Oct 08/21 Oct 13/21
Whitefish Lake Council Update - AE			Oct 15/21
Water Commission Bylaw: The background work and drafting of this bylaw has taken up an extraordinary amount of my time from July 2021 through to December 16, 2021. The process commenced with obtaining copies of other bylaws and then aggregating them into a consolidated bylaw. Once that was completed, the monumental task of making the bylaw relevant to the			

Commission began. From the outset, this proved to be a very difficult task as there did not seem to be adequate information			
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
County preliminary Budget discussion with Managers and Council. Several meetings in the last week of September through to the 2 nd week in October.			Sept 28/21 - Oct 25/21
Council Budget Meeting			Oct 29/21 Nov 19/21
HUMAN RESOURCES			
Projects	Date In Progress	Date Outstanding	Date Completed
Christmas Luncheon: This year, with COVID-19 being an almost continuous ongoing matter, I decided to proceed with the annual Christmas luncheon with staff this year. Protocols will be in place and all staff and Council, regardless of vaccination status, are welcome to attend. The luncheon at the County Main Office will be held on December 16, 2021 (Council meeting) and the luncheon for the Public Works Staff will be held on December 22, 2021. Recommendation: Acknowledge action taken by the CAO and that the Christmas luncheons being held at the County Main Office will be held on December 16, 2021 (Council meeting) and the luncheon for the Public Works Staff will be held on December 22, 2021.			Dec 16/21
Step 2 Grievance			Nov 03/21
Legal – Managing Partner Deficiency Issues- Legal. Brownlee will be drafting a template document for use to protect the County.	Ongoing		
EXECUTIVE SESSION Organizational Chart – Executive Services Clerk: The Organizational Chart was brought forward to Council on August 26, 2021. The recommendation was to defer to a future Council meeting to discuss. One emergent issue is that I need to formalize the Executive Services Clerk as described (language notwithstanding a required modernization) under Article 2.02. With the upcoming bargaining, I am going to need this position formally recognized such that all the background bargaining documents and other sensitive data can be processed. Recommendation: That Council formalize the position of Executive Services Clerk, pursuant to Article 2.02 in the CUPE Collective Agreement and as highlighted in the proposed 2021 Organizational Chart presented to Council on August 26, 2021.			Dec 16/21
Step 2 Grievance			Nov 29/21
Grievances Resolution			Dec 02/21 Dec 07/21 Dec 09/21
EXECUTIVE SESSION PERSONNEL – Division 3 Posting Recommendation: Council to determine			Dec 16/21
Dec 24 th – Council Acknowledges that the Office and Public Works will close at noon on December 24, 2021 for the Christmas Break. The recommendation would be that staff will be paid for the 4 hours in recognition of the hard work and dedication the staff have gone through this past year. Historically, there are little to no visits at the office that afternoon. Public Works staff will continue to be on-call in the event of inclement weather or other emergencies as usual.			Dec 24/21
CAO Vacation – for information, I am intending to take some vacation days from the afternoon of Dec 24 through to January 03, 2022.			Dec 24/21
MERRY CHRISTMAS!!			
COMMUNITY			
Projects	Date In Progress	Date Outstanding	Date Completed
Attended the HAK sod Turning ceremony			Sept 24/21
TRAINING			
COUNTY STRATEGIC PLAN			
N/A			
Signature: Gene Sobolewski		County Council Meeting: Dec 16, 2021	

Bylaw Enforcement Contract

216-21: Cere

That Smoky Lake County Council approve the extension of the existing contract for Bylaw Enforcement Services with Investigative Assurance c/o Tammy Goddu, as the Bylaw Enforcement Officer for Smoky Lake County, for a term not exceeding one (6) month in duration from January 1, 2022 to June 1, 2021; **and** commence undertaking the recruitment process for a Community Peace Officer One (CPO1).

Carried.

One Member of the Public, virtually joined the meeting, time 2:18 p.m.

Christmas Luncheons

217-21: Gawalko That Smoky Lake County Council acknowledge action taken by the Chief Administrative Officer in permitting a Christmas luncheon held at the County Main Office on December 16, 2021, and a Christmas luncheon scheduled for the Public Works Staff on December 22, 2021 at the Public Works Shop.

Carried.

8. Executive Session:

Personnel Issue:

Executive Services Clerk and Organizational Chart

218-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, relating to the position of Executive Services Clerk and the Organizational Chart, under the authority of the FOIP Act Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, time 2:22 p.m.

Carried.

219-21: Gawalko That Smoky Lake County Council go out of Executive Session, time 2:32 p.m.

Carried.

Organizational Chart – Executive Services Clerk Position

220-21: Gawalko That Smoky Lake County Council formalize the position as highlighted in the proposed Organizational Chart which was presented to Council on August 26, 2021, of Executive Services Clerk, whereby, the title of “Executive Services Clerk” is a modernized version of the title “Secretary to the Chief Administrative Officer” and pursuant to Article 2.02 of the Canadian Union of Public Employees (CUPE), Local 4575, Collective Agreement, expiring on December 31, 2021, the Secretary to the Chief Administrative Officer (Executive Services Clerk) shall be excluded from the Collective Agreement.

Carried.

Grader Operator Position for Division Three

221-21: Serben That Smoky Lake County advertise the employment opportunity to fill the vacation position of Grader Operator - Division Three, within the terms and conditions of International Union of Operating Engineers, Local 955, Collective Agreement expiring on December 31, 2024.

Carried.

Office Closure – Christmas Break

222-21: Gawalko That Smoky Lake County Council acknowledge the Office and Public Works will close at noon on December 24, 2021 for the Christmas break and staff will be paid for the 4 hours in recognition of the hard work and dedication the staff have gone through this past year, and Public Works and other department staff will continue to be on-call in the event of inclement weather or other emergencies.

Carried.

Financial Statements

As annexed to the minutes:

↳ Financial Statement for the month of: **October 2021.**

Action List(s)

Action Lists:

- 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.

Chief Administrative Officer's Report

223-21: Fenerty

That Smoky Lake County's Chief Administrative Officer's report for the period of September 24, 2021 to December 16, 2021, be accepted and filed for information.

Carried.

One Member of the Public, virtually joined the meeting time 3:01 p.m.

5. Issues for Information:

Finance Manager's Report:

Actual to Budget Report

Brenda Adamson, Finance Manager presented an updated Financial Report for the period ending December 9, 2021.

AlphaBow Energy Limited

224-21: Gawalko

That Smoky Lake County respond to AlphaBow Energy Limited, explaining Pipeline and Designated Industrial Assessments are under Provincial Jurisdiction therefore Smoky Lake County cannot make any assessment adjustments and is amenable to set up a payment plan for the \$6,616.41 in outstanding taxes to avoid legal action.

Carried.

Property Tax Roll Number 40310208

225-21: Cere

Smoky Lake County Council approve to **execute a Tax Agreement** with Victor Strembesky regarding Property Tax Roll Number 40310208, legally described as lots 8 & 9 Block 2 Plan 716C1, to recover arrears with a payment schedule of \$260.50 per month for a period of 36 months effective December 1, 2021 to November, 2024, in accordance with Policy Statement No 12-01-01: Tax Agreement.

Carried.

Property Tax Write Off – Tax Roll # 18590141

226-21: Gawalko

Smoky Lake County Council approve to **cancel taxes** in the amount of \$59.20 and penalties of \$6.34 on tax roll 18590141 because Cultivation Permit #CUP02003 was cancelled in 2020 as the property is a cultivation permit on Provincial land and the disposition was cancelled in November 2020, therefore there should not be any taxes charged for Year-2021.

Carried.

Property Tax Write Off – Tax Roll # 18590141

227-21: Fenerty

Smoky Lake County Council approve to **cancel taxes** in the amount of \$63.39 and penalties of \$7.61 on tax roll 17603440 because there the property is a grazing permit on Provincial land and disposition was cancelled in Year-2020 therefore there should not be any taxes charged for Year-2021.

Carried.

Request to Write Off Penalties – Tax Roll# 15593441

228-21: Serben Smoky Lake County Council approve to **write off** penalties in the amount of \$28.61 on tax roll 15593441 NE-34-059-15-4 due to administrative error at time of payment.

Carried.

Request to Write Off Penalties – Tax Roll# 17603440

229-21: Serben Smoky Lake County Council approve to **write off** penalties in the amount of \$7.61 on tax roll 17603440 NE-34-060-17-4 due to administrative error at time of payment.

Carried.

Request to Write Off Penalties Tax Roll# 17581740

230-21: Serben Smoky Lake County Council approve to **write off** penalties in the amount of \$83.08 on tax roll 17581740 NE-17-058-17-4 due to administrative error at time of payment.

Carried.

Request to Write Off Penalties – Tax Roll# 16603230

231-21: Serben Smoky Lake County Council approve to **write off** penalties in the amount of \$12.50 on tax roll 16603230 NW-32-060-16-4 due to administrative error when verifying outstanding balance.

Carried.

Request to Write Off Penalties – Tax Roll# 40341002

232-21: Gawalko Smoky Lake County Council approve to **write off** penalties in the amount of \$47.40 on tax roll 40341002 NW-10-059-18-W4, due to the late receipt of the property title change, **subject to** payment in the full amount of \$394.96.

Carried.

Request to Write Off Penalties – Tax Roll# 17591613

233-21: Gawalko Smoky Lake County **take no action** regarding the request to write off penalties in the amount of \$48.58 on tax roll 17591613 SE-16-059-17-4 because the payment of \$404.81 was applied to account 50550.03 as instructed through ATB online payments.

Carried.

Petro-Canada Tax Roll #19591641

234-21: Gawalko That Smoky Lake County Council **take no action** to the letter received from Ted Pak, Director, Petro-Canada, dated November 23, 2021 requesting penalties be waived for Year-2021 on tax roll #19591641.

Carried.

Request to Write Off Penalties

235-21: Cere Smoky Lake County Council approve to **write off** penalties on the property tax roll numbers below in the corresponding amounts and send a friendly letter advising the owner payments must be made on time:

Roll #	Amount
1559030	\$23.24
15591610	\$ 34.35
15591620	\$ 13.07
15591630	\$ 53.76
15591640	\$246.56
15591710	\$ 21.76
15591740	\$ 51.26
15591830	\$ 7.44
15592010	\$ 22.86
15592120	\$289.35

Carried.

Family and Community Support Services (FCSS)

236-21: Cere

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:

Community Group	Eligibility	Funding
Warspite Community Hall Association.	Family Fun New Years' Eve Celebration to help sustain people as active member of the community.	\$2,000.00

Carried.

Finance Manager's Report

237-21: Gawalko

That Smoky Lake County's Finance Manager's Report for the period ending December 9, 2021, be accepted and filed for information.

Carried.

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

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

December 8, 2021 - Evergreen Regional Waste Management Services Commission Meeting held virtually:
(Dan)

- The organizational meeting was first on the agenda Maxine Fodness was elected as chair and I was elected vice chair.
- A summation statement was presented by the former chair Steve Upham giving us some history and some suggestions moving forward.
- Omni-McCann geoscience gave us some history of the landfill and how much airspace we are using and what we can expect in the future in the existing cells.
- Ashley presented the treasurers report and the 2022 budget which were both passed.
- Paul Poulin manager for ERWMSO gave his site report and is still using clay for cover equipment is running well and 1 employee took some training fire dept and Omni-McCann did site inspections, also in discussion with Ken Large of Saddle lake and also Frog Lake first nation about municipal waste that might be coming to our landfill , also discussed some leachate disposal and trucking contracts that are coming up , spoke a bit about the Alberta film industry taking pictures of the site and in the local area to use in future movies. He also spoke with Mulch Co a company that grinds solid waste. And he spoke with Rapid Gaz a company that buys and picks up propane bottles.
- The next Alberta CARE (Canadian authority of recycling enterprises) face to face meeting is on January 14 10:00 am at the Leduc Golf & Country club.
- The next ERWMSO meeting is on January 20 10:00 am St. Paul County office.
- This concludes my report if you have any questions feel free to contact me.

The next Lakeland Agricultural Research Association (LARA) board meeting is scheduled for January 31, 2022 at 1:00 p.m.

October 28, 2021 - Vilna & Bellis Citizens on Patrol (C.O.P.)

- Included in this package:
- Minutes of October 28, 2021.
- Treasure's Report dated October 28, 2021.
- Next Meeting January 19, 2022 at 7:00 pm at the Vilna Cultural Centre

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

Linda Fenerty - Division Two Councillor's Report from various Committees, Boards and Commissions:

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
- 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.
- Smoky Lake County Subdivision Notice – Ken Billey is doing sub-division on NE corner of his property – No affect to Muni-Corr.
- Appointment letters – Banking Institution: Servus Credit Union. Appointment of Solicitor: Reynolds, Mirth. Land Purchases: Trevor Lee
- Riverland Recreational Trail Society – Elk Point Snowmobile Association has disbanded. Sea can moved to County Yard in St. Paul

- Executive Committee: Dwayne Yaremkevich (Pres), Maureen Miller (Vice-Pres), Dale Hedrick (Secretary), Elise Brousseau (Treas), Tim Mahdiuk (Controller). Signing authorities: Pres & Vice Pres
- 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.
- 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.
- 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.
- Temporary license of occupation – Brian Makaruk – Muni Corr will allow cattle to pasture from May-December
- 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.
- 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.
- 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, Dwayne 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

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

Dominique Cere - Division Three Councillor's Report from various Committees, Boards and Commissions:

December 7, 2021 - Smoky Lake Foundation, held Virtually

- Reviewed Visitor Policy Board Member Code of Conduct Policy.
- Approved the interim operating budget for 2022.
- Next Meeting January 26, 2022.

Reeve - Division Four Councillor's Report on various Committees, Boards & Commissions

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

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.

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.
- 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 Mclver, 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.
 - 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.

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.

One Member of the Public, virtually joined the meeting, time 3:44 p.m.

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

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

December 8, 2021 – Pumpkin Patch Daycare meeting:

- Chair; Dana Fedoretz
- Vice chair; Melody Morton
- Tinelle is no longer the head care provider and Heidi has been hired.
- Heidi has requested several new items including chairs and tables and Dutch doors
- Heidi has requested benefits for staff
- Capacity is 23 children due to covid, 53 children capacity other wise
- Heidi is requesting employees continue with training
- Discussion about the implementation of the \$10/ day cost share between federal and provincial governments
- Discussed using the remaining of the covid grant by paying it to the employees since the daycare is closed through the Christmas holidays

Smoky Lake Agricultural Society Meeting

- Pushing to sell out their fundraiser tickets.
- Haven't had any hockey tournaments due to COVID and financially struggling.
- Discussion held regarding expanding the campground.

Evonne Zukiwski, Communications Technician, virtually re-joined the meeting, time 3:49 p.m.

Councillors Reports on Various Committees, Boards and Commissions

238-21: Cere

That the Smoky Lake County Councillors Reports received for the period of October 28, 2021 to December 8, 2021, be accepted and filed for information; and the Reeve's Report received for the period of October 28, 2021 to December 7, 2021, be accepted, filed for information, and posted to the County's website.

Carried.

Regional Community Development Committee (RCDC) - Action Lists

239-21: Gawalko

That Smoky Lake County Council acknowledge receipt of the Regional Community Development Committee (RCDC)'s Action Lists from the meetings held on August 30, 2021 and September 27, 2021.

Carried.

Minister of Justice & Solicitor General - Provincial Police Transition Study Engagement

240-21: Fenerty

That Smoky Lake County who can attend – attend the Minister of Justice and Solicitor General Meeting - Alberta Provincial Police Transition Study Engagement session scheduled for March 4, 2022 from 2:00 p.m. to 4:30 p.m. in the Town of Smoky Lake, at a location to be determined, in respect to the letter from Honourable Kaycee Madu Minister of Justice and Solicitor General.

Carried.

Pryveet Minutes

241-21: Serben

That the Smoky Lake County acknowledge receipt of the ANI (Additional Named Insured): Waskatenau Pryveet Dance Club Minutes from the meetings held on October 5, 2021 and November 2, 2021.

Carried.

Royal Canadian Mounted Police (RCMP)

242-21: Gawalko That Smoky Lake County acknowledge receipt of the letter from C.M. (Curtis) Zoblocki M.O.M., Deputy Commissioner, Commanding Officer Alberta Royal Canadian Mounted Police (RCMP), dated November 12, 2021, congratulating County Council on their success in the 2021 Municipal Election and encouraging continued communication and collaboration in partnership with the RCMP.

Carried.

National Police Federation - Alberta Provincial Police Service (APPS) Transition Study

243-21: Serben That Smoky Lake County acknowledge receipt of the correspondence from National Police Federation, dated December 8, 2021 in respect to a survey conducted by Pollara Strategic Insights which was completed on the eve of the Government of Alberta's release of the Alberta Provincial Police Service (APPS) Transition Study, titled: "National Police Federation – Alberta Wave 3", dated November, 2021, showing strong support for the Alberta RCMP.

Carried.

6. Correspondence:

2020/21 Alberta Community Partnership (ACP) Grant Agreement

244-21: Fenerty That Smoky Lake County acknowledge action taken in executing the 2020/21 Alberta Community Partnership (ACP) Intermunicipal Collaboration Component Conditional Grant Agreement on November 4, 2021, for conditional funding in the amount of \$200,000.00 towards the Regional Fire Services Study, in partnership with the Town of Smoky Lake, Village of Vilna and Village of Waskatenau, and abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

Smoky Lake Public Library – Public Membership Fee Funding

245-21: Cere That Smoky Lake County **approve the unbudgeted expense** to provide Public Membership Fee funding in the amount of **\$750.00** to the Smoky Lake Public Library to assist in offering free membership to the community in Year-2022, in response to the letter request received from Lise van der Vaart, Library Manager, Smoky Lake Public Library, dated October 27, 2021.

Carried.

Community Futures St. Paul-Smoky Lake Region

246-21: Gawalko That the correspondence received by Smoky Lake County from Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake Region, providing information for Year-2022 new and existing Councillors, in respect to the role of their board and what the not-for-profit organization does, be filed for information.

Carried.

Lakeland Centre for Fetal Alcohol Spectrum Disorder (FASD)

247-21: Serben That the correspondence received by Smoky Lake County from Lisa Murphy, Executive Director, Lakeland Centre for Fetal Alcohol Spectrum Disorder (FASD), dated September 9, 2021, including their 2020-2021 Annual Report, be filed for information.

Carried.

Federation of Canadian Municipalities (FCM)

248-21: Serben That Smoky Lake County acknowledge receipt of the correspondence from Federation of Canadian Municipalities (FCM), which was emailed on October 14, 2021, from Beaver County, providing the Western Economic Solutions Taskforce Report titled: Opportunity and Prosperity - the Future of Western Canada.

Carried.

Derek Zaplotinsky – Local Para-Nordic Skier Olympian

249-21: Halisky That Smoky Lake County donate funds in the amount of **\$2,000.00** from the Year-2022 Grants to Individual and Organizations budget, to the Smoky Lake resident and Para-Nordic Skier Olympian: Derek Zaplotinsky to financially assist with his training and participation in World Cup Events with the ultimate goal of participating in the Year-2022 Paralympics in response to the letter received from Derek Zaplotinsky, dated November 3, 2021.

Carried.

Town of Smoky Lake Council Contact Information 2021

250-21: Fenerty That Smoky Lake County acknowledge receipt of the correspondence from the Town of Smoky Lake, providing updated contact information after the Year-2021 Municipal Election, for Town Council.

Carried.

Remembrance Day: Signage

251-21: Cere 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 (for as long as the said sign is in good repair) during the Remembrance Day ceremonies.

Carried.

Brownlee LLP Council Orientation

252-21: Gawalko That Smoky Lake County acknowledge receipt of the Brownlee LLP Council Orientation Presentation dated November 3, 2021, and retain the document for future reference; and acknowledge all five Councillors did attend Brownlee LLPs Smoky Lake County Regional Orientation session held on November 4, 2021, along with other Council members from the Town of Smoky Lake, Village of Vilna and Village of Waskatenau.

Carried.

Aspen View Public Schools

253-21: Serben That Smoky Lake County acknowledge receipt of the correspondence from Candyce Nikipelo, Chair, Board of Trustees, Aspen View Public Schools, dated November 8, 2021, congratulating County Council on the Year-2021 Municipal Election and expressing appreciation to continue the commitment to build a positive and productive relationship with them.

Carried.

Alberta Ombudsman/Public Interest Commissioner

254-21: Serben That Smoky Lake County acknowledge receipt of the correspondence from Marianne Ryan, Alberta Ombudsman / Public Interest Commissioner, Alberta Ombudsman, dated November 10, 2021, providing answers to frequently asked questions about the Ombudsman, and outlining 10 tips for developing and administering fair rebate programs.

Carried.

Minister of Municipal Affairs

255-21: Gawalko That Smoky Lake County acknowledge receipt of the correspondence from Ric McIver, Minister, Municipal Affairs, dated November 10, 2021, congratulating Council on the Year-2021 Municipal Election and extending appreciation for Council’s willingness to participate in our democratic process and for their commitment to Albertans.

Carried.

New Horizons for Seniors Program – Age Friendly E-News

256-21: Cere

That Smoky Lake County acknowledge receipt of the E-News letter received from Alberta Seniors and Housing, titled: Age Friendly E-News, with a headline of “New Horizons for Seniors Program 2021-2022” announcing the Government of Canada’s deadline to submit community-based project proposals to the said program will be December 21, 2021.

Carried.

Canadian Heritage Rivers System (CHRS) - Initiative to designate the North Saskatchewan

257-21: Gawalko

That Smoky Lake County acknowledge the correspondence sent and dated November 18, 2021, which provided an update on the collaborative initiative to designate the North Saskatchewan River in Alberta under the Canadian Heritage Rivers System (CHRS) to:

- Alberta First Nations,
- North Saskatchewan Watershed Alliance Board,
- Michael Janz, Edmonton City Councillor,
- James Leppan, Travel Alberta,
- Jason Letwin, Explore Edmonton,
- Darren Dalgleish, Fort Edmonton Management Company, and

acknowledge receipt of the letter from Violet M. Meguinis, B. Ed., Tsuut’ina TUS Consultation Director, Tsuut’ina Nation, dated November 15, 2021, in support of the initiative.

Carried.

17th Annual Dart Tournament at Warspite Hotel

258-21: Serben

That Smoky Lake County approve action taken by administration in providing funds in the amount of \$100.00 to the Smoky Lake Food Bank on behalf of the 17th Annual Dart Tournament in Memory of Cathy Bullas, scheduled for December 4, 2021, at Warspite Hotel.

Carried.

Shannon Stubbs, MP, Lakeland

259-21: Fenerty

That Smoky Lake County acknowledge receipt of the correspondence from Shannon Stubbs, MP, Lakeland, dated November 25, 2021, in regard to gathering information pertaining to how the retroactive pay mandated by the RCMP Collective Agreement, impacts community.

Carried.

Gary & Anita DeWitt, Landowners at Hillside Acres, Whitefish Lake

260-21: Gawalko

That Smoky Lake County 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 to Council at the November 17, 2021 Council Committee of the Whole Meeting, 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.

Angela Sime, Landowner at Hillside Acres, Whitefish Lake

261-21: Gawalko

That Smoky Lake County acknowledge receipt of 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, which was read at the November 17, 2021 Council Committee of the Whole Meeting.

Carried.

Lori Danyluk, Landowner at Hillside Acres, Whitefish Lake

262-21: Gawalko That Smoky Lake County acknowledge the appearance of the delegations: Lori Danyluk and Gayle Holtz (Landowners at Hillside Acres, Whitefish Lake), at the November 17, 2021 Council Committee of the Whole Meeting, 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.

Brownlee LLP's Emerging Trends in Municipal Law

263-21: Gawalko That Smoky Lake County Council who can attend – attend, Brownlee LLP's Emerging Trends in Municipal Law seminar, scheduled for February 17, 2022, and Reynold Mirth Richards & Famer LLP's Employment Law seminar, scheduled for January 13 and 14, 2022.

Carried.

Smoky Lake School of Dance

264-21: Serben That Smoky Lake County donate funds allocated from the Year-2022 Grants to Individuals and Organizations, in the amount of \$1,000.00 to Smoky Lake School of Dance, in response to the request for funding from Cheryl Semeniuk, President, Smoky Lake School of Dance, dated December 8, 2021.

Carried.

Smoky Lake Foundation Christmas Parties

265- 21: Serben That Smoky Lake County donate promotional items towards the Smoky Lake Foundation Christmas parties at Bar-V-Nook Lodge and Vilna Lodge, in the amount approximately valued up to \$100.00 each, in response to the verbal request communicated through the Chief Administrative Officer on December 16, 2021.

Carried.

9. Information Release:

October and November 2021

266-21: Serben That Smoky Lake County's 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 October and November 2021, be (F) filed for information or (A) acknowledged receipt:

- 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
- R62-21: RMA: Contact Newsletter: October 29, 2021.F
- R63-21: Municipal Committees 2021-2022.F
- R64-21: Aspen View Board Highlights – November 8, 2021. F
- R65-21: Paul McLaughlin, President, Rural Municipalities of Alberta (RMA), dated November 12, 2021 – Re: Support Letter regarding RMA Virtual Conventions. F
- R66-21: Stacey Hryciuk, Reeve, County of Vermilion River, dated November 10, 2021 – Re: Fall 2021 RMA Convention. F
- R67-21: Nancy Broadbent, President and CEO, Portage College, dated November 5, 2021 – Re: Congratulatory message and Portage College Strategy 2025 information. F
- R68-21: RMA: Contact Newsletter: November 19, 2021.F

Carried.

Thank You to Smoky Lake County

267-21: Fenerty

That Smoky Lake County acknowledge there were no “Thank You” correspondence received for the months of November and December, 2021.

Carried.

10. Bills & Accounts:

268-21: Gawalko

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: Dec. 16th, 2021

Batch #	Cheque Numbers	Total of Batch
56206	51621 to 51627	\$13,111.88
56241	51628 to 51643	\$33,597.89
56327	51644 to 51653	\$89,273.91
56412	51654 to 51666	\$168,053.52
56491	51667 to 51673	\$11,919.19
56616	51674 to 51696	\$19,939.19
56646	51697 to 51698	\$9,645.24
56669	51699 to 51709	\$14,609.93
56778	51710 to 51748	\$116,658.45
56868	51749 to 51765	\$183,578.41
57016	51766 to 51794	\$52,709.08
57102	51795 to 51811	\$23,381.28
57171	51812 to 51829	\$100,475.63
57285	51830 to 51849	\$92,572.49
57347	51850 to 51852	\$152,209.42
Total Cheques from 51621 to 51852		\$1,081,735.51

Batch #	EFT Numbers	Total of Batch
56206	467 to 475	\$63,823.96
56241	476 to 489	\$101,754.99
56327	490 to 493	\$80,868.09
56412	494 to 501	\$344,925.33
56491	502 to 506	\$28,429.09
56616	507 to 530	\$473,912.11
56669	531 to 542	\$201,933.85
56778	543 to 547	\$43,960.85
56868	548 to 564	\$59,307.55
57016	565 to 574	\$33,033.90
57102	575 to 590	\$78,290.89
57171	591 to 602	\$229,184.81
57285	603 to 622	\$68,379.97
57326	623 to 624	\$78,886.36
57347	625 to 626	\$16,132.65
Total EFTs from 467 to 626		\$1,902,824.40

Direct Debit Register

Batch #	Description	Total of Batch
56282	Enterprise Fleet Management	\$103.24
56283	Enterprise Fleet Management	\$126.24
56430	My HAS	\$221.00
56547	Smoky Lake County	\$377,355.93
56548	Vision XS Limited	\$5,000.00
56892	Vision XS Limited	\$5,000.00
57031	Smoky Lake County	\$375,256.81
57268	My HAS	\$221.00
57379	My HAS	\$287.23
57438	My HAS	\$325.97
Total Direct Debits		\$763,897.42

Grand Total Bills and Accounts	\$3,748,457.33
<i>(Note: From General Account)</i>	

Carried.

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

County Council Meeting

269-21: Gawalko

The next Smoky Lake County Council Meeting be scheduled for **Thursday, February 24, 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.

270-21: Gawalko

The next Smoky Lake County Council Departmental Meeting be scheduled for **Tuesday, February 22, 2022, at 10:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Council's Delegation of Authority

271-21: Fenerty

That Smoky Lake County affirm Council's delegation of authority to the Smoky Lake County Council Fire Protective Services Committee, further to the December 14, 2021, Fire Protective Services Committee Motion #162-21: "That Smoky Lake County Council delegate its' authority to all Smoky Lake County Councillors appointed to the Fire Protection Services Committee for all purposes allowed in the Municipal Government Act; and formalize such resolution at the December 16, 2021, Regular County Council Meeting."

Carried.

ADJOURNMENT:

272-21: Cere

That the Smoky Lake County Council Meeting of December 16, 2021, be adjourned, time 4:42 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER