

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **August 30, 2018** at 9:06 A.M. in the County Council Chambers.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, Aug. 30, 2018</u>
1	Dan Gawalko	Present
2	Johnny Cherniwchan	Present
3	Craig Lukinuk	Present
4	Lorne Halisky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present @ 9:50 a.m.
GIS/Communication	Paul Miranda	Present
Plan/Dev Manager	Jordan Ruegg	Present
Legislative Svcs/R.S.	Patti Priest	Present

Two Members of the Media present:
The Redwater Review and Smoky Lake Signal.

One Member of the Public.

2. Agenda:

837-18: Orichowski That the Agenda for Thursday, August 30, 2018 County Council Meeting be adopted, as presented.

Addition:

1. Village of Waskatenau – Custom Work Request.

Carried Unanimously.

3. Minutes:

Minutes of June 19, 2018 – County Council Committee of the Whole – Strategic Planning
838-18: Cherniwchan That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Strategic Planning Meeting** held on Tuesday, June 19, 2018, be adopted as presented.
Carried.

Minutes of June 28, 2018 – County Council Meeting
839-18: Halisky That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, June 28, 2018, be adopted as presented.
Carried.

Minutes of July 9, 2018 – County Special Council Meeting
840-18: Gawalko That the minutes of the **Smoky Lake County Special Council Meeting** held on Monday, July 9, 2018, be adopted as presented.
Carried.

Minutes of July 24, 2018 – County Special Council Meeting
841-18: Halisky That the minutes of the **Smoky Lake County Special Council Meeting** held on Tuesday, July 24, 2018, be adopted as presented.
Carried.

Minutes of July 23, 2018 – County Council Committee of the Whole – Strategic Planning

842-18: Cherniwchan That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Strategic Planning Meeting** held on Monday, July 23, 2018, be adopted as presented.

Carried.

Minutes of July 27, 2018 – County Council Committee of the Whole

843-18: Orichowski That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Strategic Planning Meeting** held on Friday, July 27, 2018, be adopted as presented.

Carried.

4. Request for Decision:

Bylaw No. 1320-18: Code of Conduct

844-18: Cherniwchan That **Bylaw No. 1320-18: Code of Conduct**, a bylaw to establish a Code of Conduct governing the conduct of Councillors, be given **FIRST READING**.

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1320-18: Code of Conduct**, be given the **SECOND READING**.

Carried.

Moved by Councillor Gawalko that **Bylaw No. 1320-18: Code of Conduct**, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Halisky that **Bylaw No. 1320-18: Code of Conduct**, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Policy Statement No. 01-40-01: Council Code of Conduct

845-18: Halisky That Smoky Lake County **Policy Statement No. 01-41-01: Council Code of Conduct**, be rescinded as it has been replaced by Bylaw 1320-18: Code of Conduct.

Carried.

Bylaw No. 1321-18: Small Business Property Assessment Sub-Class

846-18: Cherniwchan That **Bylaw No. 1321-18: Small Business Property Assessment Sub-Class**, for the purpose of dividing all Non-Residential Assessment into three sub-classes: Vacant Non-Residential, Small Business Property and Other Non-Residential, be given **FIRST READING**.

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1321-18: Small Business Property Assessment Sub-Class**, be given the **SECOND READING**.

Carried.

Moved by Councillor Gawalko that **Bylaw No. 1321-18: Small Business Property Assessment Sub-Class**, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Halisky that **Bylaw No. 1321-18: Small Business Property Assessment Sub-Class**, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Policy Statement No. 12-M-01-01 Management policy Small Business Assessment Subclass
847-18: Gawalko That Smoky Lake County acknowledge receipt of the **Management Policy Statement No. 12-M-01-01 Small Business Assessment Subclass**, as presented:

Title: Small Business Assessment Subclass	Policy No.: 01-01
Section: 12 - M	Code: P-A
	Page No.: 1 of 1

Legislation Reference:	Bylaw No. 1321-18: Authorizing Small Business Property Assessment Sub-Class.
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Purpose:	To establish Administrative procedures to identify Small Business Priorities in Smoky Lake County.
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Policy Statement and Guidelines:	
1. STATEMENT:	Smoky Lake County has created Bylaw No. 1321-18 to establish a Small Business Property Sub- Class for Small Businesses with under 50 employees. This policy establishes the procedures by which properties qualifying as Small Business Properties will be identified.
2. OBJECTIVES:	2.1 To establish procedures for Small Business Property Owners and Administration.
3. DEFINITIONS:	3.1 Small Business: means a small business as defined in Bylaw 1321-18: Authorizing Small Business Property Assessment Sub-Class.
4. PROCEDURES:	4.1 Each Property Owner will be required to complete an annual declaration Schedule "A": Annual Small Business Declaration confirming their employee count by December 31 of each assessment year. 4.2 The Finance Department shall review the declaration for completeness and accuracy. 4.3 The Finance Department shall advise the designated assessor of the properties that qualify as Small Business.

Section 12-M

Policy: 01-01

SCHEDULE "A"

ANNUAL SMALL BUSINESS DECLARATION	
Business Name:	_____
Business Address:	_____
Business Phone:	_____ Email: _____
Contact Person/Title:	_____
SMALL BUSINESS PROPERTY INFORMATION	
Tax Roll #:	_____ Legal Land Description: _____
Tax Roll #:	_____ Legal Land Description: _____
Tax Roll #:	_____ Legal Land Description: _____
Tax Roll #:	_____ Legal Land Description: _____
DECLARATION	
I am a designated signing officer of _____. The above properties should be assessed as Small Business Property as per Smoky Lake County Bylaw No. 1321-18 Non-Residential Sub-Classes Bylaw. The total number of employees in Canada as of _____ (date) are _____. I agree that I will provide, on request, any information necessary for the assessor to carry out the duties and responsibilities of an assessor under Parts 9 to 12 and the regulations, including documentation to verify this declaration. I acknowledge that it is my sole responsibility to submit a declaration as required by Smoky Lake County prior to December 31 of every year.	
Name:	_____
Title:	_____

Carried.

Policy Statement No. 08-11-02: Budget Development

848-18: Orichowski That Smoky Lake County amend **Policy Statement No. 08-11-02: Budget Development**, as presented:

Title: Budget Development	Policy No.: 11-02
Section: 08	Code: P-R
Page No.: 1 of 3	

Legislation Reference: *Municipal Government Act, Sections 242 – 246.*

Purpose: To provide an efficient and effective process for the development of the annual Total Function Budget and Five Year Financial Plan.

Policy Statement and Guidelines:	
1. STATEMENT OF INTENT:	
1.1 The Budget Development Policy provides a guideline for the activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital purchases. This policy along with Policy 08-30-01 Financial Management Policy provide for a consistent approach to the financial planning of Smoky Lake County.	
2. RESPONSIBILITIES:	
2.1 Council is responsible for the following:	
2.1.1 Providing Administration, in August each year, with direction as to its expectation for: <ul style="list-style-type: none"> • The municipal tax rate • Percent increase (or decrease) for the next year in function or capital expenditures that are acceptable • Expected changes to service levels • Priorities in the Road Plan 	
2.1.2 Scheduling adequate meeting time to review budget documents using the following as a guideline. <ul style="list-style-type: none"> • Directional Meeting – August • Capital Asset Meeting – October • Five-year Road Plan – October • Natural Gas – November • Complete Total Function Budget draft – November/December • Tax Rate Meeting(s) – April/May 	
2.1.3 Interim Budget Approval upon the incorporation of changes and modifications requested by council (target date: December 31)	
2.1.4 Final Budget Ratification upon the incorporation of further changes and modifications as a result of meetings setting the tax rate (target date: April 30)	
2.1.5 Five Year Financial Plan Ratification based on updated information (target date: July 31)	

Policy Statement and Guidelines:	
2.2 Administration (led by the Finance Manager) is responsible for: ensuring that the Annual Budget and Five Year Financial Plans meet legislation requirements and follow industry best practices through the following activities.	
2.2.1 Management Review of Department Budgets(to be complete by October 15): <ul style="list-style-type: none"> • Based on the guidelines established by Council, each function group will prepare a draft five year Function Budget which contains the following items: Five Year Operating Budget, Ten-Year Capital Asset Plan, Road Plan, and other Project Plans as required. • The Chief Administrative Officer will meet with each of the function groups to discuss their requests and needs and make appropriate changes where necessary. • Budgets will be based on factors such as assessment growth, union collection agreement, provincial funding, and council direction. 	
2.2.2 Year 1 Budget Summary (to be complete by October 31): The Finance Manager will compile all the individual documents into a summary that Should contain the following: <ul style="list-style-type: none"> • Summary of the budget guidelines adopted by Council for the proposed year. • Summary of Administration’s proposed budget items: <ul style="list-style-type: none"> a. Wages and benefits % and \$ change b. Estimated assessment % and \$ change c. General % factor used for utilities or typical expenditures d. Major dollar changes for “special” or known issues (e.g., insurance / debentures) e. Proposed staffing changes and the corresponding wage and benefits, etc. costs f. New reserves or recommended changes to existing reserves g. The amount of engineering and project costs budgeted for projects that are pre-designed and will be completed in subsequent year(s) h. Identified major increases or decreases for each function i. Projected grant funding j. Any other items that would provide Council with information to make its decision making more effective and efficient 	

Title: Budget Development		Policy No.: 11-02
Section: 08	Code: P-R	Page No.: 3 of 3

Policy Statement and Guidelines:

- 2.2.3 **Year 1 Budget Compilation (to be complete by October 31)**
Administration to compile all the individual documents into the following budget documents:
- Revenue and expenditures by function
 - Ten Year Capital Replacement Plan
 - Road Plan
 - Summary of Reserve Balances
 - Any projects carry forwards (if known at this time)
 - Supporting charts or graphs for information that will prove beneficial for budget review
 - Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.
 - Administration will incorporate and track all changes / modifications resulting from Budget meetings with Council.
- 2.2.4 **Five Year Financial Plan (to be complete by July 15)** The Finance Manager will compile all approved budget documents, along with Projections for years 2 to 5 into a Five Year Financial Plan. The Financial plan should identify upcoming changes, opportunities, and Challenges
- 2.2.5 Ensure that the budget is adhered to by reviewing actual expenditures as compared to budget.
- 2.2.6 Provide council with the Budget at a Glance Report monthly and point out any major budget variances.

Carried.

Smoky Lake County 2018-2022 Financial Plan

849-18: Halisky That Smoky Lake County adopt the Smoky Lake County 2018-2022 Financial Plan:



SMOKY LAKE COUNTY

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INTRODUCTION

The 2018 to 2022 financial plan provides the highlights of Smoky Lake County's Operating, Capital, and Road Plan budget. This document is divided into the following sections

Strategic Highlights

This section provides summary information on Smoky Lake County's strategic plan

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

County Information

This section provides general information on Smoky Lake County and the services provided.



Budget Highlights

This section will explain the process that Council goes through to create an approved budget as well as the current financial status and future outlook.

Budget

This section provides information on the operating and capital budgets for 2018, 2019, and 2020, 2021, and 2022.

Appendix

This section provides copies of related policies passed by council

- > Budget Policy 08-11
- > Three Year Road Plan Policy 03-18
- >

Notes to the Reader

The Alberta Municipal Government Act Section 283.1, Financial Plans and Capital Plans requires each municipality to prepare a written three-year financial plan and a five-year capital plan. Council is required to update the financial plan each year (MGA s.283.1(6)).

The current year's (2018) budget is used as a basis to predict estimated costs and revenues for the next four years. Annually, a detailed review of the Operating Budget, Road Plan and the 15 year Capital Replacement Plan takes place to ensure that the budgets are created based on the most up to date information.



STRATEGIC HIGHLIGHTS

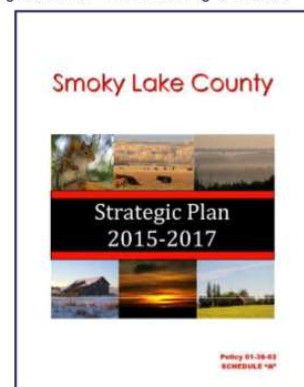
The Financial Plan is a reflection of the organization's values, priorities, and practices. Smoky Lake County adopted a Strategic Plan in 2015. Council and Administration are working together to prepare a new updated Strategic Plan. It will be complete prior to the next budgeting season and will be incorporated into the 2019-2022 Financial Plan.

The Current 2015-2017 Plan contains strategies under the following 5 areas:

- Governance
- Social Services, Arts & Culture
- Economic Development
- Physical Environment
- Built Environment

Mission Statement

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



Guiding Values

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

Details can be found online under Policy 01-38-01

COUNTY INFORMATION

Smoky Lake County Statistics

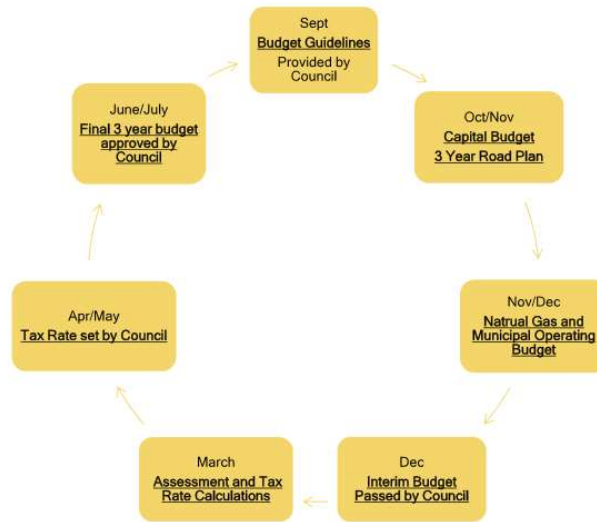
Population: 2,461
Size: 283,526 Hectares
Geographic Location: 120 km northeast of Edmonton
Hamlets: Spedden, Bellis, Edward, and Warspite

Smoky Lake County Service Departments

<p>Taxation</p> <p>Legislative (Council Costs)</p> <p>Administration</p> <ul style="list-style-type: none"> ✓ Legislative Services ✓ Chief Administrator's Office ✓ Financial Services ✓ Information and Geographical Information Systems Services ✓ Communications <p>Other Government Services</p> <ul style="list-style-type: none"> ✓ Intergovernmental relations <p>Protective Services</p> <ul style="list-style-type: none"> ✓ Fire and Emergency Response ✓ Disaster Management ✓ Bylaw Enforcement <p>Transportation</p> <ul style="list-style-type: none"> ✓ Road Maintenance ✓ Culvert Maintenance ✓ Bridge Maintenance <p>Water and Sewer</p> <ul style="list-style-type: none"> ✓ Water Distribution Services in Warspite ✓ Water Truck Fill Services ✓ Sewer Services in Warspite and Bellis ✓ Inter-municipal Contract Water Services <p>Waste/Landfill</p> <ul style="list-style-type: none"> ✓ Waste Transfer Stations 	<p>Family and Community Social Services (FCSS)</p> <ul style="list-style-type: none"> ✓ Family School Liaison Program ✓ FCSS Grant Distributions <p>Planning</p> <ul style="list-style-type: none"> ✓ Development and Safety Codes Permits ✓ Subdivisions ✓ Compliance Certificates ✓ Inter-municipal Initiatives ✓ Business Licenses <p>Agriculture Service Board</p> <ul style="list-style-type: none"> ✓ Pest control ✓ Weed Inspection ✓ Spraying ✓ Roadside Mowing ✓ Lakeland Agricultural Research Association (LARA) <p>Economic Development</p> <ul style="list-style-type: none"> ✓ Inter-municipal Business Attraction & Retention <p>Recreation and Cultural Services</p> <ul style="list-style-type: none"> ✓ Campsite and Park Maintenance ✓ Assist Non Profit Groups ✓ Iron Horse Trail ✓ Heritage Board <p>Natural Gas</p> <ul style="list-style-type: none"> ✓ Natural Gas Services to County and Vilna Residents
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BUDGET HIGHLIGHTS

BUDGET PROCESS



The three year budget process will follow Policy 08-11 which sets the dates of desired outcomes. Budgeting takes place year round starting with staff gathering information during the summer months. The five year budget will be passed after the tax rate is set in June or July.

Budget Message

The 2018-2020 financial plan is based on the level of services approved in the 2018 budget. The budget has been prepared by administration with the following guidelines

- Basic inflation of 2% per year (2019, 2020, 2021) on all costs except for those which we have more information on.
- The Capital Plan as approved by Council on February 14, 2018
- The Three Year Road Plan as amended by Council on March 23, 2018
- No change to service levels in future years other than those approved by council to date
- No change to grant programs in future years

Fund Structure

The County has four funds, Municipal, Landfill, Fire, and Gas. The fund structure is used to ensure that costs for each fund are covered only by revenues belonging to that entity.

Municipal Fund.

The municipal Fund is the primary fund used to manage the County's financial resources and obligations. All services are provided from this fund except for Landfill, Fire, and Natural Gas

Landfill Fund

The Landfill Fund is a separate tax levy which covers all transfer station and waste costs. The annual surplus or deficit is transferred to/from the Landfill Reserve Fund.

Fire Services Fund

The Fire Services Fund is new in 2018. It is similar to the Landfill fund in that there is a separate tax levy which covers all fire services costs. Any surplus/deficit will be transferred to/from the Fire Reserve Fund.

Gas Fund

The Natural Gas Utility is a user pay utility that supplies natural gas to Smoky Lake County and Vilna properties. It is 100% funded through user fees.

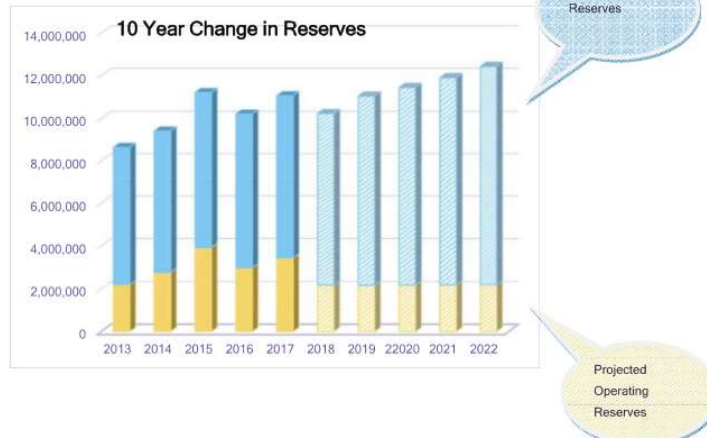


Smoky Lake County Financial Statements are consolidated and therefore include the accounts of all funds held by the County. The Financial Statements are audited annually and are available to the public by April of the following year.

Reserves and Surplus

The County keeps reserve funds set aside to provide funding for future expenditures and to ensure sufficient funds are available when required, and, where possible, to avoid the need to incur debt. On the financial statements, they are referred to as restricted surplus. Unrestricted surplus consists of surplus funds that were the result of past budget surpluses and may be used for capital or operating purposes as authorized by Council. The future budgets have been created so that the County does not have to rely on using reserves to cover expenses and to ensure that large capital expenditures are planned and saved for.

10 Year Change in Reserves



We expect operating reserves to remain stable and to gradually increase capital to cover large purchases and projects planned for the long term.

The forecasted statement of Restricted Accumulated Surplus

Restricted surplus		2017	2018	2019	2020	2021	2022
Building	For building repairs - funding source - property taxes Primarily for specific purchases and projects - funding source - property taxes	118,374	168,374	218,374	268,374	318,374	368,374
General	For waste equipment and landfill improvements - funding source - property taxes	2,442,118	2,617,118	2,797,118	2,672,118	2,747,118	2,822,118
Regional landfill	For specific public works projects and equipment - funding source - landfill tax levy	433,936	458,936	483,936	508,936	533,936	558,936
Transportation	For the reclamation of gravel pits - funding source - gravel sales to public	909,111	801,577	801,577	801,577	801,577	801,577
Gravel Pit reclamation	For the development of new gravel pits - funding source - gravel sales to public	424,483	437,483	450,483	463,483	476,483	489,483
Gravel Pit development	For Fire equipment and emergencies - funding source - property taxes	42,262	56,532	71,347	86,718	102,656	119,173
Fire	For the replacement of a joint Street Sweeper - funding source - fees charged for street sweeping services (funds added to this reserve depend on usage)	828,847	968,847	1,113,847	1,258,847	1,403,847	1,468,847
Street Sweeper		30,926	30,926	30,926	30,926	30,926	30,926
Connectivity	For the development of more internet towers - funding source - property taxes	70,271	26,271	102,271	178,271	254,271	330,271
Regional waterline	For water and sewer projects - funding source - property taxes	258,818	143,818	143,818	143,818	143,818	143,818
Road development	For roads damaged by natural resource extraction - funding source - road haul levy	601,577	1,109,111	1,313,111	1,521,191	1,733,433	1,949,920
Economic development	Funds collected from members of the Regional Community Development Committee (RCDC) members for future projects	112,437	112,437	112,437	112,437	112,437	112,437
Municipal reserve	Funds collected in lieu of subdivision natural reserve	39,122	39,122	39,122	39,122	39,122	39,122
		6,312,283	6,970,552	7,678,367	8,085,818	8,422,998	8,960,002
Municipal General	Unfinished projects carried forward to the next year	3,438,463	2,182,155	2,170,155	2,180,155	2,190,155	2,200,155
	For natural gas projects including AMR- funding source - gas, odorant, and compressed natural gas sales	1,419,528	1,187,528	1,307,528	1,287,528	1,407,528	1,387,528
Gas		1,419,528	1,187,528	1,307,528	1,287,528	1,407,528	1,387,528
Total Restricted Surplus (Reserves)		11,170,273	10,340,235	11,156,050	11,593,501	12,020,681	12,547,685

Budget Recommendations

Administration recommends that Smoky Lake County work towards full annual funding of operations, maintenance, growth and asset depletion applying the following measures:

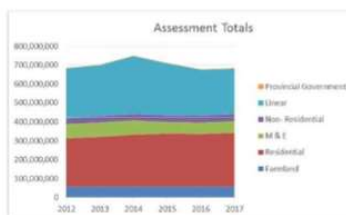
- Ensure that the budget contains necessary inflationary increases to maintain services at a consistent level in future years
- Set funds aside for long term infrastructure needs
- Continue to pursue new sources of revenue
- Use new revenues to reduce tax rates only when they are assured, sustainable, and stable

Future Outlook

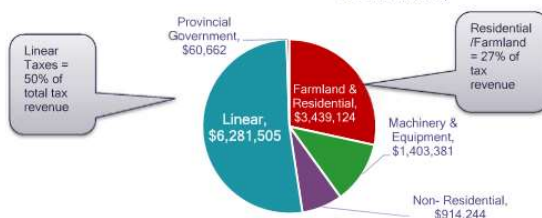
The County is in a strong financial position to face future challenges which include the ongoing downloading from the province in the areas of Financial, Protective, Transportation, and Agriculture Services.

Changes to the Municipal Government Act will require Inter-municipal Development Plans (IDP) and Inter-municipal Collaboration Frameworks (ICF) with all neighbouring municipalities. This will demand a great deal of staff time along with some additional consulting.

Assessment seems to have stabilized after a few years of decreasing. In 2016 and 2017 Smoky Lake County lost over \$30 million in non-residential assessment per year. This loss of assessment created almost \$1 million in lost revenue in 2016 and again in 2017. Residential assessments have steadily increased similar to inflation. The chart below demonstrates how the linear assessment peaked in 2014 and then declined as a result of the economic climate. For the 2017 assessment year (which is the 2018 tax year) it seems to have stabilized.

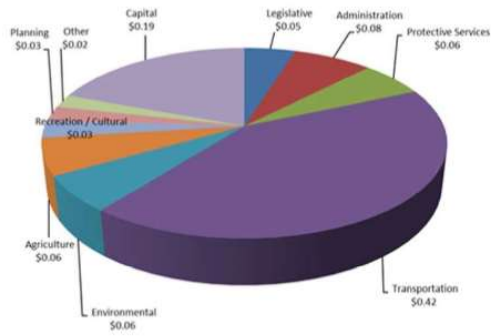


This chart also demonstrates how much Smoky Lake County relies on the Linear Assessment for tax revenue. Linear provides 35% of the taxable assessment. Because the tax rate for Linear is 3.8 times higher than the residential tax rate, 50% of the tax revenue comes from linear assessment (pipelines and electrical lines)



BUDGET

Where does your tax dollar go?



Smoky Lake County maintains over 1448 km of roads. The cost to gravel, grade, remove snow, maintain the bridges and the culverts uses a substantial portion of operating funds (42%).



Budget Summary

	2018	2019	2020	2021	2022
Revenues					
Sales of goods and services	887,252.00	904,997.00	926,507.00	945,037.00	963,939.00
Government transfers for operating	663,690.00	624,883.00	626,944.00	633,460.00	640,107.00
Investment income	194,000.00	197,880.00	201,838.00	205,875.00	209,993.00
Penalties and costs of taxes	73,000.00	74,460.00	75,949.00	77,468.00	79,017.00
Licenses and permits	20,000.00	20,400.00	20,808.00	21,224.00	21,648.00
Special levies and taxes	256,105.00	261,227.00	266,452.00	271,781.00	277,217.00
Natural Gas	2,899,966.00	3,012,265.00	3,026,659.00	3,084,168.00	3,142,815.00
Total Revenues	4,994,013.00	5,096,112.00	5,145,157.00	5,239,013.00	5,334,736.00
Expenses					
Legislative	470,008.00	479,408.00	488,996.00	498,775.00	508,750.00
Administration	1,939,898.00	1,978,696.00	2,018,269.00	2,058,634.00	2,099,806.00
Other Government Services	108,318.00	110,484.00	112,693.00	114,947.00	117,245.00
Protective Services	867,212.00	884,555.00	902,246.00	920,290.00	938,694.00
Transportation	6,136,571.00	6,206,304.00	6,330,430.00	6,457,038.00	6,586,179.00
Water/Sewer	499,309.00	509,294.00	519,481.00	529,871.00	540,467.00
Waste	487,116.00	496,858.00	506,795.00	516,932.00	527,272.00
FCSS	139,405.00	139,974.00	139,974.00	139,974.00	139,974.00
Planning	309,349.00	315,536.00	321,847.00	328,284.00	334,850.00
Agriculture Service Board	833,296.00	814,961.00	831,260.00	847,883.00	864,842.00
Economic Development	206,536.00	110,667.00	112,879.00	115,136.00	117,440.00
Recreation & Cultural Services	460,651.00	469,864.00	479,262.00	488,848.00	498,624.00
Natural Gas	2,921,966.00	2,980,405.00	3,040,014.00	3,100,814.00	3,162,830.00
Contingency	\$ 147,048.00	\$ -	\$ -	\$ -	\$ -
Total Expenses	15,526,683.00	15,497,006.00	15,804,146.00	16,117,426.00	16,436,973.00
Net Revenue (Expense) before reserve transfers	-10,532,670.00	-10,400,894.00	-10,658,989.00	-10,878,413.00	-11,102,237.00
Net Transfer To-From Op Reserves	\$ 541,730.00	-\$ 312,815.00	-\$ 317,451.00	-\$ 322,180.00	-\$ 327,004.00
Reverse Amortization	2,237,152.00	2,281,895.00	2,327,534.00	2,374,085.00	2,421,567.00
Net Operating Revenue (Expense)	-7,753,788.00	-8,431,814.00	-8,648,906.00	-8,826,508.00	-9,007,674.00
Non Operating Items:					
Net Contribution to Capital	1,904,859.00	2,453,125.00	3,793,011.00	2,681,523.00	3,113,483.00
Net Transfer To - From Reserves	3,692.00	503,000.00	150,000.00	145,000.00	270,000.00
Debt Repayment	0	0	0	0	0
Total Cash Requirements (for tax bylaw)	-9,662,339.00	-11,387,939.00	-12,591,917.00	-11,653,031.00	-12,391,157.00

Capital Budget

A 15 year vehicle and equipment replacement plan is passed by council each year. Vehicle/Equipment replacement is scheduled so that we maximize use and minimize maintenance costs. Maintenance costs are reviewed on an ongoing basis and when possible, the purchase of replacement equipment or vehicles is postponed to future years.



CAPITAL SUMMARY	2018	2019	2020	2021	2022
Revenues					
Sale of Capital Assets	130,000.00	150,000.00	150,000.00	150,000.00	150,000.00
Provincial Grant	1,765,313.00	2,395,957.00	1,345,001.00	1,169,064.00	1,569,771.00
Federal Grant	130,000.00	0.00			
Other Grant	41,500.00	0.00	25,000.00	25,000.00	150,000.00
Transfer from Reserve	696,308.00	17,000.00	200,000.00	250,000.00	70,000.00
Total Revenues	2,763,121.00	2,562,957.00	1,720,001.00	1,594,064.00	1,939,771.00
Expenses					
Vehicles	139,000.00	332,700.00	1,031,220.00	1,040,661.00	358,800.00
Equipment Replacement	758,000.00	742,555.00	1,349,734.00	649,621.00	1,382,920.00
Equipment - New Initiatives	90,000.00	0.00	10,000.00	0.00	0.00
Bridge Repairs and Replacement	458,750.00	1,861,275.00	460,000.00	258,750.00	759,694.00
Land Improvements	149,500.00	53,000.00	361,000.00	5,500.00	0.00
Engineering Structures	418,800.00	0.00	0.00	0.00	0.00
Buildings	15,000.00	0.00	0.00	0.00	300,000.00
Transfer to Reserves	590,000.00	400,000.00	300,000.00	275,000.00	290,000.00
Road - Oil Treatment/Paving	155,000.00	195,000.00	275,000.00	280,500.00	286,110.00
Road - Fibermat/Micro Surface	592,364.00	175,200.00	0.00	0.00	0.00
Road - Rehabilitation/Base Stabilization	273,000.00	125,000.00	310,000.00	316,200.00	322,524.00
Road - Construction	0.00	525,000.00	473,000.00	482,460.00	492,109.00
Road - Graveling	842,258.00	886,752.00	911,858.00	930,095.00	948,697.00
Plans	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
Gas	\$ 165,000.00	\$ 222,600.00	\$ 181,200.00	\$ 181,800.00	\$ 182,400.00
Total Expenses	4,671,672.00	5,519,082.00	5,663,012.00	4,420,587.00	5,323,254.00
Net Contribution to Capital	1,908,551.00	2,956,125.00	3,943,011.00	2,826,523.00	3,363,483.00

Vehicles include everything that is licensed to drive down the highway (Pickup trucks, Tractor-trailer units, Emergency Service trucks, etc.). Equipment includes everything else (graders, tractors, mowers, etc). Land Improvements include parks, reclamation etc. Engineering structures refer to the water, sewer, and gas infrastructure.

Budget Overview by Department

Legislative Services includes all Council costs (payroll, supplies, and expenses)

LEGISLATIVE SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Salaries	\$368,332	\$375,699	2%	\$383,213	2%	\$390,877	2%	\$398,694
Total Expenses	\$123,326	\$125,793	2%	\$128,308	2%	\$130,875	2%	\$133,492
Total Legislative	\$491,658	\$501,491	2%	\$511,521	2%	\$521,751	2%	\$532,186



Other Government Services includes Intergovernmental relations and grants to organizations. In 2018 Council will be reviewing the budget for grants to organization and may make changes. The current plan is based on the existing budget with a 2% increase for inflation each year.

INTER_GOVT	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Salaries, wages and benefits	\$55,000	\$56,100	2%	\$57,222	2%	\$58,366	2%	\$59,533
Contracted and general services	\$6,809	\$6,945	2%	\$7,083	2%	\$7,225	2%	\$7,369
Materials, goods and utilities	\$16,009	\$16,329	2%	\$16,656	2%	\$16,989	2%	\$17,329
Transfers to local boards and agencies	\$30,500	\$31,110	2%	\$31,732	2%	\$32,367	2%	\$33,014
Net Costs for Taxation Purpose	\$108,318	\$110,484		\$112,693		\$114,947		\$117,245

Administration Services includes Costs for the finance and administration activities of the County; including the Information and Geographical Information Systems. No changes to service levels are proposed.



ADMINISTRATION	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Salaries, wages and benefits	\$936,019	\$954,740	2%	\$973,835	2%	\$993,312	2%	\$1,013,178
Contracted and general services	\$726,365	\$740,892	2%	\$755,709	2%	\$770,823	2%	\$786,238
Materials, goods and utilities	\$130,926	\$133,544	2%	\$136,214	2%	\$138,938	2%	\$141,718
Transfers to local boards and agencies	\$19,588	\$19,980	2%	\$20,380	2%	\$20,787	2%	\$21,203
Bank charges and short term interest	\$5,000	\$5,100	2%	\$5,202	2%	\$5,306	2%	\$5,412
Total Revenues	\$498,250	\$505,803	1%	\$513,405	2%	\$521,073	2%	\$528,747
Transfers to (from) reserves	\$494,000	\$511,000		\$11,000		\$211,000		\$211,000
Contribution to Capital	\$50,000	\$0		\$300,000		\$0		\$0
Contingency	\$147,048	\$5,506		\$3,359		\$890,830		\$100,261
Net Costs for Taxation Purpose	\$1,022,596	\$1,664,959		\$1,692,294		\$2,607,323		\$1,744,863

Transfers to reserves and investments in capital planned are:

- ✓ Reserve for Capital Repairs to the Administration Building - \$50,000 per year
- ✓ Purchase remaining highway signs in 2018 for \$25,000
- ✓ In 2018 Smoky Lake County will have a Phase II study done on an old nuisance ground for \$81,500. This is partially funded through an FCM grant. \$75,000 per year will be transferred to reserves until we have enough funding to complete the reclamation.
- ✓ The development of an RV park in Warspite beginning in 2020.
- ✓ In 2018, we will finish the aerial photo project for \$25,000 and then in future years will transfer \$5,000 to reserves for new aerial photos in approximately 10 years



Protective Services includes Fire and Emergency Response, Disaster Management, and Bylaw Enforcement. Fire Services are tracked by department. Different agreements have been reached with each urban municipality establishing how much the County pays. In 2018 Council established a separate tax rate to cover the fire department costs.

PROTECTIVE SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Vilna Fire Department	\$104,415	\$106,503	2%	\$108,633	2%	\$110,806	2%	\$113,022
Smoky Lake Fire Department	\$102,162	\$104,205	2%	\$106,289	2%	\$108,418	2%	\$110,583
Waskatonau Fire Department	\$62,655	\$63,918	2%	\$65,197	2%	\$66,501	2%	\$67,831
General Fire	\$238,766	\$263,941	2%	\$289,220	2%	\$274,605	2%	\$280,097
Fees Charged	-\$111,000	-\$113,200	2%	-\$115,464	2%	-\$117,794	2%	-\$120,155
Disaster Services	\$7,500	\$7,650	2%	\$7,803	2%	\$7,958	2%	\$8,118
Bylaw Enforcement	\$166,183	\$169,507	2%	\$172,897	2%	\$176,354	2%	\$179,882
Transfers to (from) reserves	\$20,000	\$145,000		\$145,000		\$145,000		\$65,000
Contribution to Capital	\$168,000	\$60,600		\$51,000		\$205,485		\$380,000
Net Costs for Taxation Purpose	\$778,691	\$808,105		\$810,555		\$977,331		\$1,084,383

Transfers to reserves have been budgeted to prevent the need for large fluctuations in the tax rate.

- ✓ Each year \$10,000 will be transferred for fire equipment, \$100,000 for fire truck replacement, and \$25,000 for Equipment Storage Building
- ✓ In 2018 \$5,000 will be transferred for Air bottle Replacement. In 2019, 2020, and 2021 \$10,000 will be transferred. It is expected that they will be replaced in 2022 for \$250,000
- ✓ \$5,500 will purchase a required air compressor filter system
- ✓ In 2018 \$25,000 has been budgeted to purchase a Command Center
- ✓ \$120,000 to be funded from reserves has been budget to implement a solution for the impending decommissioning of the tower that houses our emergency communications.
- ✓ A deck will be purchased for unit 462 for \$7,500
- ✓ A washer and dryer will be purchased to clean fire gear. This will save ongoing professional cleaning fees.
- ✓ In 2019 the Bylaw Officer vehicle will be replaced
- ✓ In 2020 the Fire Chief vehicle will be replaced
- ✓ In 2021 the Smoky Lake Rescue truck will be replaced
- ✓ In 2021 the ATV for bylaw enforcement will be replaced
- ✓ In 2022 the Smoky Lake Water truck will be replaced

Transportation Services covers all aspects of road maintenance. The transportation budget tracks road and bridge projects as well as road maintenance/operations. Large fluctuations in the budget are a result of the timing of equipment replacement.



TRANSPORTATION SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Operating and Maintenance	\$4,217,741	\$4,058,812	-4%	\$4,273,446	5%	\$4,358,914	2%	\$4,446,092
Bridge Projects	\$114,687	\$465,318		\$114,999		\$64,686		\$189,923
Oiling	\$155,000	\$195,000		\$ 275,000.00		\$ 280,500.00		\$ 286,110.00
Fibermat	\$592,364	\$ 175,200.00		\$ 310,000.00		\$ 316,200.00		\$ 322,524.00
Rehabilitation	\$273,000	\$ 125,000.00		\$ 473,000.00		\$ 482,460.00		\$ 492,109.00
Construction	\$0	\$ 525,000.00				\$ -		\$ -
Graveling	\$842,258	\$ 886,752.00		\$ 911,858.00		\$ 930,095.00		\$ 948,697.00
Total Road Projects	\$1,862,622	\$1,806,852	2%	\$1,969,858	3%	\$2,009,256	2%	\$2,049,440
MSR Grant	\$1,421,233	\$1,000,000	-30%	\$1,000,000	0%	\$1,000,000	0%	\$1,000,000
Transfers to (from) reserves	\$194,038	\$145,000		\$28,371		\$28,938		\$29,517
Contribution to Capital	\$718,500	\$658,500		\$2,057,154		\$997,472		\$1,142,560
Net Costs for Taxation Purpose	\$5,298,262	\$6,234,682		\$7,443,828		\$6,459,266		\$6,857,532

The detailed three year road plan is attached in the appendix. The capital costs for the next 5 years are vehicle and equipment replacement as established in the 15 year replacement plan.

- ✓ In 2018 we will finish equipment replacement that was carried over from 2017 (water truck tank and trailer replacement.
- ✓ We will make capital repairs to extend the useful life of the John Deer Tractor and the Cat Loader In 2018 for \$45,000
- ✓ \$15,000 will replace the compressor
- ✓ Repairs to the interior walls of the shop are needed. The estimated cost is \$15,000
- ✓ Each year a Grader is replaced at an estimated cost of \$600,000
- ✓ A second wobby packer will be purchased in 2018 for a budget of \$30,000
- ✓ One truck will be replaced in 2018, two in 2019, two in 2020, three in 2021 and three in 2022. The budget for trucks ranges from \$50,000 to \$61,000 depending on the size required
- ✓ Two gravel trucks will be replaced in 2020 and one in 2021
- ✓ A plow truck will be replaced in 2020
- ✓ The forklift will be replaced in 2020
- ✓ The dump truck and oil truck will be replaced in 2020
- ✓ The Oil tanker will be replaced in 2021
- ✓ A gravel trailer is scheduled for replacement in 2019 and 2020
- ✓ The Rock truck and Dozer will need to be replaced in 2020
- ✓ The Excavator will need replacement in 2022

Environmental Services include the water distribution in Warspite, Truck fills located in Waskatenau, Warspite, Smoky Lake, Bellis, and Spedden. Both Warspite and Bellis have sewer services. As well the department contracts work out to the Highway 28/63 Water Commission and occasionally to the Villages and Waste Services.

ENVIRONMENTAL SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Water - Supply & Distribution	\$223,249	\$227,714	2%	\$232,268	2%	\$236,914	2%	\$241,652
Truck fills	\$39,040	\$39,821	2%	\$40,617	2%	\$41,430	2%	\$42,258
Sewer Services	\$20,869	\$21,286	2%	\$21,712	2%	\$22,146	2%	\$22,589
Waste Collection & Hauling	\$126,708	\$129,242	2%	\$131,827	2%	\$134,464	2%	\$137,153
Transfer Sites	\$263,709	\$268,962	2%	\$274,362	2%	\$279,849	2%	\$285,446
Transfers to (from) reserves	\$90,000	\$25,000		\$25,000		\$25,000		\$25,000
Contribution to Capital	\$210,800	\$0		\$60,490		\$319,815		\$51,460
Net Costs for Taxation Purpose	\$719,294	\$632,404		\$705,042		\$701,758		\$721,062

- ✓ In 2018 work will be taking place in Warspite to replace distribution pumps and to create a backup generator to allow water to flow during power outages. This is expected to cost \$190,800. We will apply to use Federal Gas Tax Grants towards this project.
- ✓ Work on the Spedden and Warspite truck fills will be completed this year including the installation of credit card readers
- ✓ A sewage lift pump in Warspite is scheduled for replacement in 2018
- ✓ A truck will be replaced in 2020, 2021, and 2022

Waste/Landfill Services covers all of the waste removal, transfer station and landfill costs. A separate tax rate is levied to cover waste.

- ✓ Each year, \$25,000 will be transferred to reserve so that the department has funds to replace the garbage truck in 2021.
- ✓ This year equipment will be purchased for clean up at the landfills for \$25



Family and Community Social Services (FCSS) supports the Family School Liaison Program by allocating the provincial grant to it. Smoky Lake County is required to contribute 25% to the FCSS program. Council has chosen to use these funds to provide local groups and organizations with financial assistance when providing FCSS programs. Details can be found in Policy 08-17 FCSS Grants.

FAMILY AND COMMUNITY SOCIAL SERVICES (FCSS)	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Family School Liaison	\$88,756	\$88,756	0%	\$88,756	0%	\$88,756	0%	\$88,756
FCSS Grants	\$22,189	\$22,189	0%	\$22,189	0%	\$22,189	0%	\$22,189
Net Costs for Taxation Purpose	\$110,945	\$110,945		\$110,945		\$110,945		\$110,945

Planning Services provides building & development permits, compliance certificates, etc. Changes in the Alberta Municipal Government Act require Inter-municipal Development plans and Inter-municipal Collaboration Frameworks with all neighboring municipalities. These projects, along with Area Structure Plans are accomplished by contracting consultants.



PLANNING SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Planning Administration	\$215,349	\$219,656	2%	\$224,049	2%	\$228,530	2%	\$233,101
Area Structure Plans	\$20,000	\$20,400	2%	\$20,808	2%	\$21,224	2%	\$21,649
Appeal Board	\$5,500	\$5,610	2%	\$5,722	2%	\$5,837	2%	\$5,953
Transfers to (from) reserves	\$40,000	\$0		\$0		\$0		\$0
Contribution to Capital	\$40,000	\$0		\$0		\$0		\$0
Net Costs for Taxation Purpose	\$240,849	\$245,666	2%	\$250,579	2%	\$255,591	2%	\$260,703



Agriculture Service Board provides pest control, weed inspection/spraying, and roadside mowing. The department contributes to the Lakeland Agricultural Research Association (LARA) annually. After the 2018 budget was passed, the mowing program was changed from 2 passes per year to 1 pass per year and the funds were reallocated to Transportation. Future year budgets reflect only 1 pass per year.

AGRICULTURAL SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Administration	\$631,709	\$609,342	-4%	\$621,529	2%	\$633,960	2%	\$646,639
Grant	\$180,000	\$183,359	2%	\$183,359	0%	\$183,359	0%	\$183,359
Weed Control	\$74,736	\$76,231	2%	\$77,755	2%	\$79,310	2%	\$80,897
Beaver Control	\$64,617	\$65,808	2%	\$67,228	2%	\$68,572	2%	\$69,944
Gopher Control	\$1,545	\$1,576	2%	\$1,607	2%	\$1,640	2%	\$1,672
Transfers to (from) reserves	\$0	\$0		\$0		\$0		\$0
Contribution to Capital	\$0	\$206,646		\$55,692		\$0		\$0
Net Costs for Taxation Purpose	\$592,606	\$776,345		\$640,452		\$600,123		\$615,792

- ✓ In 2019 two spray trucks are scheduled to be replaced
- ✓ A mower and flex arm will require replacing in 2019 and 2020

Economic Development Services are provided inter-municipally through the Regional Community Development Committee. The current funding formula for the committee requires 61% from Smoky Lake County. The financial plan is based on this agreement. Doctor Recruitment and Retention is also funded jointly.

ECONOMIC DEVELOPMENT	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
County Development/Tourism	\$5,500	\$5,530	2%	\$6,763	2%	\$6,898	2%	\$7,035
Regional Economic Development	\$104,530	\$62,271	-59%	\$53,318	2%	\$54,383	2%	\$55,470
Dr Recruitment/Retention	\$15,000	\$15,300	2%	\$15,605	2%	\$15,918	2%	\$16,239
Smoky Lake Foundation	\$1,000	\$1,020	2%	\$1,040	2%	\$1,061	2%	\$1,082
Transfers to (from) reserves	\$50,000	\$1		\$1		\$1		\$1
Net Costs for Taxation Purpose	\$77,030	\$75,222		\$76,726		\$78,261		\$79,826

Recreation and Cultural Services include the maintenance of all County owned parks and campgrounds. The operations of the campgrounds are contracted out. This department also includes grants to the Agricultural Societies, maintenance of the Iron Horse Trail and costs of the Heritage Board



RECREATION & CULTURAL SERVICES	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
General	\$258,061	\$265,122	3%	\$272,193	3%	\$277,772	2%	\$283,327
Recreation Trail	\$12,000	\$12,240	2%	\$12,485	2%	\$12,734	2%	\$12,989
Hanmore/Island Lake	\$18,200	\$18,964	2%	\$18,935	2%	\$19,314	2%	\$19,700
Heritage Board	\$3,250	\$3,315	2%	\$3,381	2%	\$3,449	2%	\$3,518
Agricultural Societies	\$95,000	\$95,000	0%	\$95,000	0%	\$95,000	0%	\$95,000
MSI Grant	\$95,000	\$95,000	0%	\$95,000	0%	\$95,000	0%	\$95,000
Northern Lights Library System	\$27,540	\$28,091	2%	\$28,653	2%	\$29,226	2%	\$29,810
Transfers to (from) reserves	\$0	\$0		\$0		\$0		\$150,000
Contribution to Capital	\$103,500	\$52,509		\$52,618		\$23,010		\$317,680
Net Costs for Taxation Purpose	\$386,151	\$342,713		\$350,284		\$326,877		\$477,624

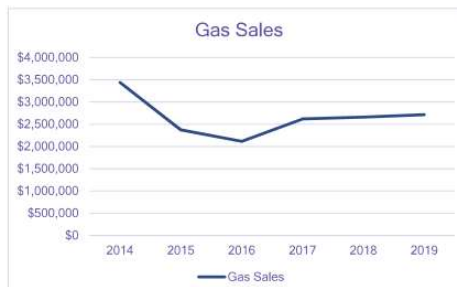
- ✓ In 2018, the County has scheduled to create a river access for emergency services for \$26,000
- ✓ A truck will be replaced for \$55,000
- ✓ Each year \$5,500 will be spent on the installation of bear safe garbage bins in the campgrounds and parks
- ✓ One mower will be replaced in 2018, 2021 and 2022

Natural Gas Services distributes natural gas to County and Vilna Residents. The department also supplies odorant and compressed natural gas to other gas co-ops. The Gas department operates financially independent of Smoky Lake County.

NATURAL GAS	2018	2019	Budget Change	2020	Budget Change	2021	Budget Change	2022
Bulk Odorant	-\$82,476	-\$33,075	2%	-\$33,736	2%	-\$34,411	2%	-\$35,099
CNG Trailer	-\$49,888	-\$41,706	2%	-\$42,540	2%	-\$43,391	2%	-\$44,258
Gross Margin - Sales less gas purchase	-\$1,221,533	-\$1,300,264	6%	-\$1,280,417	-2%	-\$1,303,001	2%	-\$1,326,075
Legislation	\$9,000	\$9,180	2%	\$9,364	2%	\$9,551	2%	\$9,742
Administration	\$519,398	\$579,786	2%	\$540,382	2%	\$551,189	2%	\$562,213
Distribution- Operating & Maintenance	\$601,449	\$613,478	2%	\$625,745	2%	\$638,262	2%	\$651,028
Capital Assets	\$ 397,000.00	\$ 102,600.00		\$ 201,200.00		\$ 61,800.00		\$ 202,800.00
Reserve Transfers - System Capital	-\$932,900	\$ 120,000.00		-\$20,000		\$ 120,000.00		-\$ 20,000.00
Total Natural Gas	\$0	\$0	16%	\$0	8%	\$0	12%	\$0

- ✓ Every year \$50,000 is budgeted for major line repairs. If the funds are not needed, they are transferred to reserves.
- ✓ In 2018 \$150,000 has been budgeted to finish the automatic meter reading project. This is paid out of reserve funds.
- ✓ Because of the volume of gas sold to the Town of Smoky Lake, the RMO station that services them needs to be replaced in 2018 for a cost of \$272,000. Smoky Lake County is currently negotiating with the Town regarding funding
- ✓ A truck will be replaced each year excluding 2018
- ✓ In 2019 we will build a shed to protect pipe and other gas line supplies
- ✓ Starting in 2019, we have established a plan to update the RMO stations. In year 1 we will put \$70,000 into reserves then in year 2 we will replace the RMO station.

Gas sales are predicted using an average of the past 5 years volumes and an estimated minimal price change.



Surpluses are added to reserves and deficits are covered by reserves.

APPENDICES

Appendix 1: Policy 08-11 Budget Development

SMOKY LAKE COUNTY



Title: Budget Development	Policy No.: 11-01
Section: 08	Code:
	Page No.: 1 of 3

Legislation Reference: Municipal Government Act, Sections 242 – 246.

Purpose: To provide an efficient and effective process for the development of the annual Total Function Budget.
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<p>Policy Statement and Guidelines:</p> <p>Step 1: Budget Guidelines</p> <p>Council will provide Administration, in September each year, with direction as to its expectation for:</p> <ul style="list-style-type: none"> • The municipal tax rate • Percent increase (or decrease) in function or capital expenditures that are acceptable • Priorities in the three-year Road Plan <p>This expectation will be based on factors such as assessment growth, union collection agreement, provincial funding, and ratepayers' wishes.</p> <p>It is important to note, that the municipality has no control over the school and senior's lodge requisitions and has always "passed through" these expenditures to the ratepayers.</p> <p>Approval of budget guidelines by: September 30.</p> <p>Step 2: Management Review with each function leader:</p> <p>Based on the guidelines established by Council, each function group will prepare a draft Function Budget which contains the following items: Operating Budget, Five-Year Capital Asset Plan, Project Plans.</p> <p>The Chief Administrative Officer will meet with each of the function group to discuss their requests and needs and make appropriate changes where necessary.</p> <p>Management review to be completed by: October 31.</p>
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Title: Budget Development	Policy No.: 11-01
Section: 08	Code:
	Page No.: 2 of 3

<p>Policy Statement and Guidelines:</p> <p>Step 3: Budget Compilation</p> <p>Finance Comptroller to compile all the individual documents into a budget package that will contain the following:</p> <ol style="list-style-type: none"> 1. Summary of budget guidelines adopted by Council for the proposed year. 2. Summary of Administration's proposed budget items: <ol style="list-style-type: none"> a. Wages and benefits % and \$ increase b. Estimated assessment % and \$ growth c. General % factor used for utilities or typical expenditures d. Major dollar increases for "special" or known issues (e.g., insurance / debentures) e. Proposed staff additions and the corresponding wage and benefits, etc. costs f. New reserves or recommended changes to existing reserves g. The amount of engineering costs budgeted for projects that are pre-designed and will be completed in subsequent year(s) h. Identified major increases or decreases for each function i. Any other items that would provide Council with information to make its decision making more effective and efficient 3. Budget package will contain the following: <ol style="list-style-type: none"> a. Revenue and expenditures by function b. Grant Funding c. Five-year Capital Asset Budget d. Three-year Road Plan e. Summary of Reserve Balances f. Any projects carry forwards (if known at this time) g. Supporting charts or graphs for information that will prove beneficial for budget review <p>Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.</p> <p>Budget compilation to be completed by: November 30.</p>

Title: Budget Development	Policy No.: 11-01
Section: 08	Code:
	Page No.: 3 of 3

Policy Statement and Guidelines:

Step 4: Budget Meetings

The following timing and order will be set aside for the budget review:

- Directional Meeting – September
- Capital Asset – October
- Three-year Road Plan – October
- Natural Gas and Agricultural Service Board – November
- Complete Total Function Budget draft – December

Budget meetings to be completed by: December 21

Step 5: Formal Budget Ratification by Council

Administration will incorporate all changes / modifications that came about through the budget deliberations in Step 4 and request formal budget ratification.

Budget ratification by: March – County Council Meeting.

	Date	Resolution Number
Approved	September 21, 2006	# 690-06 - Page # 8209
Amended		# - Page #
Amended		

Appendix 2 : Approved Capital Budget

	Budget 2018	Budget 2019	Budget 2020	Budget 2021	Budget 2022
ADMIN ADMIN BUILDING RESERVE	50,000	50,000	50,000	50,000	50,000
ADMIN HIGHWAY SIGNS	25,000				
ADMIN NUISANCE GROUND RECLAMATION RESERVE	75,000	75,000	75,000	75,000	75,000
ADMIN WARSPIE RV PARK RESERVE	100,000	100,000			
ADMIN WARSPIE RV PARK CONSTRUCTION			300,000		*200,000 from reserves
ADMIN AERIAL PHOTOS RESERVE		5,000	5,000	5,000	5,000
ADMIN CARRY OVER NUISANCE GROUND PHASE B STUC	81,500				*40,000 from reserves 41,500 grant
ADMIN AERIAL PHOTOS	25,000				
PS COMMAND TRAILER	25,000				
PS FIRE EQUIPMENT REPLACEMENT RESERVE	10,000	10,000	10,000	10,000	10,000
PS FIRE TRUCK RESERVE	100,000	100,000	100,000	100,000	100,000
PS FIRE EQUIPMENT STORAGE SHOP RESERVE	25,000	25,000	25,000	25,000	25,000
PS EMERGENCY COMMUNICATIONS TOWER	120,000				*Fully funded from comm reserve
PS AIR BOTTLE REPLACEMENT RESERVE	5,000	10,000	10,000	10,000	250,000 *70,000 from reserves
PS AIR COMPRESSOR FILTER SYSTEM (REQUIRED)	5,500				
PS 462 DECK	7,500				*sell old for 55,000
PS WASHER /DRYER	15,000				
PS REPLACE 407 SMOKY LAKE RESCUE TRUCK				185,400	
PS REPLACE 445 SMOKY LAKE WATER TRUCK					130,000
PS REPLACE 410 TRUCK (SCOTT)			51,000		
PS REPLACE 222 TRUCK (ED)		60,600			
PS REPLACE ATV FOR BYLAW				20,085	0
PW FENCE	0	17,000			* transfer from reserve
PW REPAIR 833 JOHN DEER 7800	25,000				
PW COMPRESSOR	15,000				
PW GRADER REPLACEMENT	600,000	600,000	605,000	612,026	615,000 *125,000 fr sale
W WARSPIE DISTRIBUTION PUMPS	130,000				*use federal gas tax grant
W WARSPIE BACKUP GENERATOR	80,800				*use 15,000 reserve
W REPLACE TRUCK 226			50,490		
W CARRY OVER WARSPIE/SPEDDEN TRUCK/FILLS	100,000				*Carried over funded from reserve
W REPLACE TRUCK 239				50,985	
W CREDIT CARD READERS FOR BELLIS/SPEDDEN	20,000				
W REPLACE TRUCK 227					51,480
SEWE WARSPIE SEWAGE LIFT PUMP	8,000			0	0
WAS1 REPLACE TRUCK 112 GARBAGE TRUCK				268,830	*250,000 from reserves
WAS1 UTILITY TRACTOR/MOWER/TRALER	25,000				
WAS1 USED ATV FOR CLEANUP			10,000		
WAS1 GARBAGE TRUCK RESERVE TRANSFER	25,000	25,000	25,000		25,000
AG REPLACE SPRAY TRUCK 439		75,750			
AG REPLACE SPRAYER 423		75,750			
AG REPLACE 468 MOWER		30,098	30,396		
AG REPLACE 469 FLEX ARM		25,048	25,296		
P&R SHOWER HOUSE					300,000 ** try to get 50% grant
P&R PIER		11,000	11,000		
P&R RIVER CROSSING	26,000				
P&R TRALER	0	11,009	11,118		
P&R PLAYGROUND			50,000		*Grant \$25,000
P&R GARBAGE BINS	5,500	5,500	5,500	5,500	
P&R WARSPIE TREES		25,000			
P&R REPLACE TRUCK 726		55,000			
P&R REPLACE MOWER	17,000			17,510	17,880
GAS INFRASTRUCTURE LINE REPLACEMENT	50,000	50,000	50,000	50,000	50,000
GAS AMR PROJECT	150,000				*transfer from reserve
GAS RE RMO STATION (TOWN)	272,000				*town 80,000/reserve 192,000 will apply for a grant and may get 55000 to 50% back
GAS LINE LOCATOR	5,000				
GAS RMO STATION REPLACEMENT PLAN RESERVE		70,000		70,000	
GAS RMO STATION REPLACEMENT PLAN			140,000		140,000 * 70,000 from reserve
GAS POLES/HD FOR PIPE		42,000			
GAS REPLACE TRUCK		80,800	81,200	81,800	82,400
TOTAL CAPITAL	2,462,300	1,750,855	3,303,154	2,152,582	2,584,120

Appendix 3 :03-15 Three-Year Road Plan

2018 Road Projects Information

Calculation of 2018 year: Project(s) Workdays:
Project days: May to Mid October 2018
5.5 months x 20 days = 110 days
Less 20 days: weather
and 20 days: moves/breakdowns, dust controls/road repairs
Equals 70 days

Maintenance Gravel:
40,519.0 tonnes to be distributed among all divisions
5,000.0 tonnes: Contingency Gravel

Grants Available for 2018:

\$	Base Municipal Transportation Grant	=	\$ 457,250.00
\$	Municipal Sustainability Initiative	=	\$ 964,000.00
\$	Federal Gas Tax	=	\$ 130,000.00

2018 Graveling Projects Information

Road Categories	Description	Code	Rate of material/mile Tonnes - Yards	# of Year*
Exceptional	Extreme traffic and heavy loads	Exc	187 - 150	annual
Category # 1	Paved, oiled and base stabilized roads	C1	---	--
Category # 2	High usage arterial and feeder gravel roads	C2	187 - 150	2
Category # 3	Moderate usage collector gravel roads with through traffic and serving several residents	C3	156 - 125	3
Category # 4	Local road and dead end roads	C4	120 - 100	4

Miles per Category	Code	Recommended Miles	Recommended Gravel	Estimate Costs	Actual Cost
19.0	Exc	11.5	2150.5	44,319.00	
107.0	C1				
153.5	C2	71.5	13,370.5	256,096.50	
500.5	C3	133.0	20,748.0	364,338.00	
128.0	C4	34.0	4,290.0	78,635.00	
Total miles - 908	Total	250.0	40,519.0	743,378.50	

Section 3 **2018 Road Projects** Policy 18-14

Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
OIL TREATMENT / PAVING							
Twp 584 between Hwy 855- RR 175	P1713	2	1.0 miles	\$ 155,000.00		MSI/MO	
						MSI/MO	
						MSI/MO	
		2		Total \$ 155,000.00			
FIBERMAT / MICRO SURFACE							
RR 164 between Twp 602- Twp 603	FM1814	2	1.0 miles	\$ 140,204.00		MSI/MO	
RR 162 between Hwy 28- Twp 595	FM1914	3	1.5 miles	\$ 98,406.00		MSI/MO	
Twp 604 between RR 192A- RR 190	FM1825	4	2.5 miles	\$ 196,530.00		MSI/MO	
						MSI/MO	
		9		Total \$ 435,140.00			
REHABILITATION / BASE STABILIZATION							
RR 141 between Twp 600- Twp 601	R1611	1.5	1.0 miles	\$ 22,500.00		MSI/MO	
RR 164 between Twp 602A- Twp 603	R1814	2	0.5 miles	\$ 15,000.00		MSI/MO	
RR 133 between Twp 620- Twp 621	MG1821	2	1.0 miles	\$ 20,000.00		MSI/MO	
RR 130 between Twp 602- Twp 610	MG1831	6	4.0 miles	\$ 120,000.00		MSI/MO	
RR 130 between Twp 610- Twp 611A	MG1841	2	1.25 miles	\$ 55,000.00		MSI/MO	
RR 141 between Twp 590- Hwy 852	MG1812	10	6.0 miles	\$ 150,000.00		MSI/MO	
Twp 590 between RR 144(c)- RR143(m)	MG1822	1	0.5 miles	\$ 12,500.00		MSI/MO	
RR 152 between Twp 584- Twp 584A	MG1922	1	0.5 miles	\$ 15,000.00		MSI/MO	
RR 173 between Twp 584- Twp 583A	MG1813	1	0.5 miles	\$ 10,000.00		MSI/MO	
RR 170 between Twp 592A- Twp 590	MG1823	4	2.5 miles	\$ 53,000.00		MSI/MO	
		32.5		Total \$ 473,000.00			
CONSTRUCTION							
						MSI/MO	
				Total \$			
CONTRIBUTION TO CAPITAL RESERVE							
Transfer for Future Road Projects				\$ 200,000.00		MO	
GRAVELLING							
Miles per Division	Code	Recommended Miles	Recommended Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144.0	PW43	39.5	6,642.5	\$ 139,892.50			RTG
218.5	PW46	77.5	12,694.5	\$ 291,973.50			RTG
159.5	PW47	36.0	5,817.5	\$ 81,445.00			RTG
167.0	PW48	41.0	7,034.5	\$ 105,517.50			RTG
219.0	PW49	60.0	8,922.0	\$ 133,850.00			RTG
908.0 miles		253.0 miles	41,111.0	\$ 752,258.50			
Contingency:			5,000.0	\$ 90,000.00			
Road Repair PW50:							Contingency Cost of 2018-2022
total		46,111.0	\$ 842,258.50				

Section 3

Policy 18-14



2019 Road Projects

OIL TREATMENT / PAVING							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
RR 152 between Twp 584- Twp 584A	P1912	1	0.5 miles	\$ 65,000.00		MIS/MO	
Twp 594 between RR 174- RR 174A	P1814	1	0.5 miles	\$ 65,000.00		MIS/MO	
Twp 594 between RR 174A- RR 175	P1815	1	0.5 miles	\$ 65,000.00		MIS/MO	
		3		Total \$ 195,000.00	\$		

FIBERMAT / MICRO SURFACE							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
RR 130 between Twp 602- Twp 604	FM1921	3	2.0 miles	\$ 175,200.00		MIS/MO	
		3		Total \$ 175,200.00	\$		

REHABILITATION / BASE STABILIZATION							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
RR 143 between Twp 590- Hwy 28	MG1942	6	4.0 miles	\$ 100,000.00		MIS/MO	
Twp 600 between RR 151- RR 152	MG1924	2	1.0 miles	\$ 25,000.00		MIS/MO	
		8		Total \$ 125,000.00	\$		

CONSTRUCTION							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
RR 171 between Twp 590- Twp 592	C1913	25	2.0 miles	\$ 250,000.00		MIS/MO	
RR 200 between Twp 594- Twp 592	C1715	25	2.0 miles	\$ 275,000.00		MIS/MO	
		52		Total \$ 525,000.00	\$		

GRAVELLING							
Blow per Division	Code	Excess road miles	Recommended Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144.0	PW45	44	7,391.0	\$ 155,211.00			RTG
218.5	PW46	76.5	12,368.0	\$ 284,461.00			RTG
159.5	PW47	43	6,970.0	\$ 94,780.00			RTG
167.0	PW48	51	8,002.5	\$ 120,037.50			RTG
219.0	PW49	60	9,484.0	\$ 147,260.00			RTG
908.0 miles		274.5 miles	44,015.0	\$ 796,752.50			
Contingency			5,000.0	\$ 90,000.00			
Road Repair PW90							Unallocated Cost of grant mfg
total			49,015.0	\$ 886,752.50			

Three-Year Road Plan: Year 2019

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Section 3

Policy 18-14



2020 Road Projects

OIL TREATMENT / PAVING							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
Twp 590 between RR 175- RR 180A	P1813	2	1.0 miles	\$ 140,000.00		MIS/MO	
Twp 594 between RR 174- RR 180	P1915	2	1.0 miles	\$ 135,000.00		MIS/MO	
		4		Total \$ 275,000.00	\$		

FIBERMAT / MICRO SURFACE							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
				Total \$	\$		

REHABILITATION / BASE STABILIZATION							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
RR 135 between Twp 594- Twp 602	MG2011	6	4.0 miles	\$ 100,000.00		MIS/MO	
RR 130 between Twp 604- Twp 611A	MG2021	2	1.25 miles	\$ 60,000.00		MIS/MO	
Twp 602 between RR 155- RR 153	MG2031	3	2.0 miles	\$ 50,000.00		MIS/MO	
RR 164 between Hwy 28- Twp 590	MG1723	6	4.0 miles	\$ 60,000.00		MIS/MO	
Twp 595A between RR 171- Hwy 28	MG2014	4	2.0 miles	\$ 40,000.00		MIS/MO	
		21		Total \$ 310,000.00	\$		

CONSTRUCTION							
Project Name	Code	# Days	Length	Estimate Costs	Actual Cost	Funding	
Twp 590 between RR 142- RR 140	C1612	25	2.0 miles	\$ 250,000.00		MIS/MO	
RR 142 between Twp 590A- Twp 590	C1622	7	0.5 miles	\$ 43,000.00		MIS/MO	
RR 163 between Twp 600- Twp 601	C1614	12	1.0 miles	\$ 160,000.00		MIS/MO	
		44		Total \$ 473,000.00	\$		

GRAVELLING							
Blow per Division	Code	Excess road miles	Recommended Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144.0	PW45	38.5	6,673.5	\$ 140,143.50			RTG
218.5	PW46	83.5	13,085.0	\$ 300,955.00			RTG
159.5	PW47	41.5	6,673.5	\$ 93,457.00			RTG
167.0	PW48	49.5	7,985.5	\$ 119,782.50			RTG
219.0	PW49	70.0	11,168.0	\$ 167,520.00			RTG
908.0 miles		284.0 miles	45,587.5	\$ 821,858.00			
Contingency			5,000.0	\$ 90,000.00			
Road Repair PW90							Unallocated Cost of grant mfg
total			50,587.5	\$ 911,858.00			

Three-Year Road Plan: Year 2020

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2018 Tax Sale

850-18: Orichowski

Smoky Lake County approve the 2018 Tax Sale with the following properties and reserve bids:

<u>Roll #</u>	<u>Legal Description</u>	<u>Reserve Bid</u>
17601510	PLN 0322248, SE-15-60-17-W4	\$310,000
34240303	PLN 0922102, BL3, L3A; NW 16-60-16-4	\$170,000
41400132	PLN 0322248, BL1, L32: SW 9-62-13-4	\$360,000

Subject to the following conditions:

1. Each parcel will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing Certificate of Title.
2. These properties are being offered for sale on an “as is, where is” basis and Smoky Lake County makes no representation and gives no warranty whatsoever as to access, the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environment contamination, or the develop ability of the subject land for an intended use by the Purchaser.
3. No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by Smoky Lake County. No further information is available at the auction regarding the lands to be sold.
4. Terms: 10 % Cash to be deposited at the Public Auction the balance and G.S.T. will be paid by cash or certified cheque by 2:00:00 pm November 15, 2018.

Carried.

Encroachment Agreement: Plan 2186MC, Block 1, Lot 5 and Adjacent County Road Allowance (Short Street): Sunrise Beach – Garner Lake

851-18: Gawalko

That Smoky Lake County execute an Encroachment Agreement with the owner of lands legally described as Plan 2186MC, Block 1, Lot 5, (Sunrise Beach – Garner Lake) to allow the existing garage and lean-to to encroach upon the undeveloped road referred to as “Short Street” on Plan 2186MC, and to cause said Encroachment Agreement to be registered via a caveat on the title of the lands legally described as Plan 2186MC, Block 1, Lot 5.

Carried.

Doug Ponich, Public Works Manager, entered Council Chambers, time 9:50 a.m.

Safety Codes Quality Management Plan (QMP)

852-18: Orichowski

That Smoky Lake County execute the Safety Codes Council: Joint Accreditation Quality Management Plan (QMP) Agreement in conjunction with Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau & the Village of Vilna; and, Smoky Lake County, as the managing partner of the Joint Accredited Agency, be responsible for the administration, effectiveness and compliance with the said QMP in accordance with the Safety Codes Act, including the pursuant regulations, codes and standards, and amendments that are in force and applicable, in the following technical disciplines: Building, Electrical, Plumbing, Gas and Private Sewage Disposal Systems, via permitting, inspection and compliance monitoring services.

Carried.

7. Delegation:

Associated Engineering Alberta

Present before County Council at 10:10 a.m. to 10:53 a.m. was Gene Sobolewski, C.E.T., Project Manager, and Sarah Wadlow, E.I.T. Civil Engineer, both of Associated Engineering Alberta Ltd. to present the Smoky Lake County Five- Year 2019-2024 Bridge Plan Priority List.

Bridge Repairs – BF 82000

853-18: Cherniwchan That Smoky Lake County approve the unbudgeted expense in the estimated amount of \$50,400.00 for concrete girder repairs and a 50 mm thick cold-mix asphalt wearing surface on Bridge File No. BF8200 located on Township Road 590 near Range Road 132 over Stoney Creek, to prolong the lifespan of the bridge and address safety concerns, as well as to avoid further degradation of the bridge deck.

Carried.

2019-2024 Bridge Plan

854-18: Halisky That Smoky Lake County adopt the Five-Year 2019-2024 Bridge Plan Priority List as presented by Associated Engineering Alberta on August 30, 2018, as follows; and reference said list when applying for Bridge Funding through Alberta Transportation; and proceed with bridge repairs as they are approved by Alberta Transportation:

Priority	Replacement Year	Bridge File # BF	Location	Sufficiency/ Structural Rating	Investigations / Inspections / Design Status
1	2019	08201	SE 26-59-14-W4M Twp Rd. 594 W. of Rge Rd. 141	68.4%/44.4% 11-Aug-2017	- Rehabilitation Tender prepared in 2013 - Due to lack of funding, tender shelved - STIP application submitted 2017 denied - STIP application to be submitted 2018
2	2018	01603	SW 22-59-19-W4M Rge Rd 193 N. of Hwy 28	62.7%/33.3% 11-Aug-2017	- Rehabilitation Tender prepared in 2013 - Due to lack of funding, tender shelved - STIP application submitted 2017 denied - STIP application to be submitted 2018
3	2019	74018	NW 30-58-16-W4M Rge Rd 170 N. of Twp Rd. 584A	58.2%/44.4% 10-Aug-2017	- Rehabilitation Tender prepared in 2013 - Due to lack of funding, tender shelved - STIP application submitted 2017 denied - STIP application to be submitted 2018
4	2019	77862	SW 06-59-18-W4M Twp Rd. 590 E. of Rge Rd. 190	55.3%/22.2% 20-Oct-2016	- Rehabilitation Tender prepared in 2015 - Due to lack of funding, tender shelved - STIP application to be submitted 2018
5	2019	78004	NW 31-58-19-W4M Twp Rd. 585A W. of Rge Rd. 195A	30.0%/22.2% 03-Dec-2015	- Rehabilitation Tender prepared in 2015 - Due to lack of funding, tender shelved - STIP application to be submitted 2018
6	2019	09975	NE 31-58-19-W4M Twp Rd. 585A E. of Rge Rd. 195A	22.5%/22.2% 03-Dec-2015	- Rehabilitation Tender prepared in 2015 - Due to lack of funding, tender shelved - STIP application to be submitted 2018
7	2019	13398	NW 07-60-12-W4M Rge Rd 130 S. of Twp Rd.602	60.9%/44.4% 02-Dec-2015	- Preliminary Design completed in April 2016 - STIP application to be submitted 2018
8	2019	01772	NW 22-58-15-W4M Rge Rd 153 S. of Twp Rd. 584	48.9%/38.9% 26-Apr-2018	- Preliminary Design completed in April 2016 - STIP application to be submitted 2018
9	2020	00849	NW 33-58-19-W4M Twp Rd. 585A E. of Hwy 831	49.0%/38.9% 18-Feb-2016	- Assessment letter update 2018

Priority	Replacement Year	Bridge File # BF	Location	Sufficiency/ Structural Rating	Investigations / Inspections / Design Status
10	2020	70923	NW 20-59-15-W4M Rge Rd 155 N. of Hwy 28	62.7%/38.9% 10-Aug-2017	- L2 Timber Coring Completed in 2010 - Assessment to be completed 2018
11	2020	72828	NW 13-60-13-W4M Rge Rd 131 N. of Twp Rd. 602	59.0%/38.9% 11-Aug-2017	- L2 Timber Coring Completed in 2010 - Assessment to be completed 2018
12	2021	74865	NE 19-57-13-W4M Rge Rd 135A S. of Highway 652	52.1%/33.3% 09-Oct-2017	- No Engineering Work Completed to Date
13	2021	79429	NW 06-60-13-W4M Rge Rd 140 S. of Twp Rd. 602	38.8%/22.2% 07-Nov-2014	- No Engineering Work Completed to Date
14	2021	79073	SW 11-59-13-W4M Rge Rd 132 N. of Twp Rd. 590	53.2%/38.9% 11-Aug-2017	- Assessment Completed in 2008 - Complete Timber Coring in 2018/2019
15	2022	06872	SE 28-59-16-W4M Rge Rd 163 S. of Twp Rd. 594	49.0%/33.3% 26-Apr-2018	- No Engineering Work Completed to Date - Complete Timber Coring in 2018/2019
16	2022	07814	NW 34-59-16-W4M Rge Rd 162 S. of Twp Rd. 600	62.2%/44.4% 26-Apr-2018	- No Engineering Work Completed to Date
17	2023	75780	NW 1-59-13-W4M Rge Rd 133 N. of Twp Rd. 590	64.2%/38.9% 30-Jun-2016	- No Engineering Work Completed to Date
18	2023	80908	NW 7-59-13-W4M Stony Creek N. of Twp Rd. 592	68.1%/44.4% 21-Oct-2015	- No Engineering Work Completed to Date
19	2024	08907	SW 18-59-17-W4M Rge Rd 180 S. of Highway 28	45.3%/33.3% 10-Aug-2017	- No Engineering Work Completed to Date
20	2024	70918	SW 17-61-17-W4M Twp Rd. 612 E. of Rge Rd 175	43.9%/33.3% 11-Aug-2017	- No Engineering Work Completed to Date
21	2024	75968	NE 25-61-18-W4M Rge Rd 180A N. of Twp Rd. 614	43.3%/33.3% 08-Oct-2017	- No Engineering Work Completed to Date
22	2024	76437	SE 25-58-19-W4M Victoria Trail E. of Hwy 831	46.3%/33.3% 20-Oct-2015	- No Engineering Work Completed to Date

Carried.

Strategic Transportation Infrastructure Program (STIP) – Bridge Funding

855-18: Orichowski That Smoky Lake County apply for the 2019 Strategic Transportation Infrastructure Program (STIP) funding through the Municipal Grants Management Application (MGMA) grant reporting system prior to the deadline of November 30, 2018, to fund projects under eight (8) Bridge File Numbers:

BF8201: SE26-59-14-W4M on Twp Rd 594 West of Rge Rd. 141,
BF1603: SW22-59-19-W4M on Rge Rd 193 North of Hwy 28,
BF74018: NW30-58-16-W4M on Rge Rd 170 North of Twp Rd 584A,
BF77862: SW06-59-18-W4M on Twp Rd 590 East of Rge Rd 190,
BF78004: NW31-58-19-W4M on Twp Rd 585A West of Rge Rd 195A,
BF09975: NE31-58-19-W4M on Twp Rd 585A East of Rge Rd 195A
BF13398: NW07-60-12-W4M on Rge Rd 130 South of Twp Rd 602 &
BF01772: NW22-58-15-W4M on Rge Rd 153 South of Twp Rd 584,
prior to the application deadline of November 30, 2018, as recommended and presented by Associated Engineering Alberta in the Five-Year 2019-2024 Bridge Plan Priority List dated August 29, 2018.

Carried.

Doug Ponich, Public Works Manager, left Council Chambers, time 10:53 a.m.

4. Request for Decision:

Intermunicipal Collaboration Framework (ICF) - Grant

856-18: Orichowski That Smoky Lake County acknowledge that Village of Waskatenau, as the managing partner of the 2017-2018 Alberta Community Partnership (ACP) Grant for the Project Titled: Smoky Lake Region Intermunicipal Collaboration Framework engaged Municipal Planning Services Ltd. to complete the project by the deadline of March 31, 2021, as the consultant to undertake the Smoky Lake Region Intermunicipal Collaboration Framework Project at a cost not the exceed \$74,999.00, in accordance with Village of Waskatenau, June 21, 2018 – Motion # 102-2018.

Carried.

Intermunicipal Collaboration Framework (ICF) - Committee

857-18: Halisky That Smoky Lake County establish an Intermunicipal Collaboration Framework (ICF) Committee with Council members and administration from Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau to make recommending motions to each respective municipality; and appoint Councillor Craig Lukinuk as the member to the Intermunicipal Collaboration Framework (ICF) Committee and appoint Councillor Lorne Halisky as the alternate member.

Carried.

Intermunicipal Collaboration Framework (ICF) – Deadline Extension for Urban Request

858-18: Gawalko That Smoky Lake County, as a regional partner with Town of Smoky Lake, Village of Waskatenau and Village of Vilna agrees to pursue for consideration an extension to April 1, 2021 to complete the Intermunicipal Collaboration Frameworks (ICF's); and with any urban regional partners established to complete the Intermunicipal Development Plans (IDP's), in reference with the Ministerial Order No. MSL: 047/18 issued on July 19, 2018 by Honourable Shaye Anderson, Minister of Municipal Affairs; and submit a copy of the resolution within 90 days to the Minister and acknowledge receipt of the letter with Ministerial Order No. MSL: 047/18 attached received on July 25, 2018, from Honourable Shaye Anderson, Minister of Municipal Affairs.

Carried.

Smoky Lake County: Drone Operations

859-18: Orichowski That Smoky Lake County approve the action of Administration in the purchase on December 13, 2017 of a Drone: Make and Model: MATRICE 210 - Serial Number: 0G0DE9U0230006 from Landview Drones Inc., Edmonton in the amount of \$21,800.00 plus GST; and that the following County employees have received a Certificate of Proficiency in Radio issued on April 21, 2018 as Restricted Operator(s) from Innovation, Science and Economic Development Canada to operate a Drone:

<u>Employee</u>	<u>Certificate Number</u>
Paul Miranda	201804073
Carole Dowhaniuk	201804066
Scott Franchuk	201804061
Tori Ponich	201804063
Amanda Kihn	201804062
Doug Ponich	201804072
Brian Niziol	201804070
Jordan Ruegg	201804074
Daniel Moric	201804065

Carried.

Peace Officer: Appointment Amendment

860-18: Halisky That the letter received from Tammy Spink, Manager, Peace Officer Program, Alberta Justice and Solicitor General, dated July 25, 2018 in regards to the amended "Authorization to Employ or Engage Peace Officers" - # 319 and amended Peace Officer Appointment for James Edward English" for Smoky Lake County, as of July 25, 2018, as authorized by William M. Sweeny, Assistant Deputy Minister / Director of Law Enforcement of the Public Security Division, Department of Justice and Solicitor General, for the Province of Alberta, be accepted and filed of information.

Carried.

Bylaw No. 1322-18: Land Use Bylaw 1272-14 Amendment – Establishment of Regulation pertaining to the Production, Sale and Distribution of Cannabis

861-18: Halisky That Smoky Lake County Council give **Bylaw 1322-18: A Bylaw to amend Land Use Bylaw 1272-14**, being the land use bylaw for Smoky Lake County, for the purpose of **adding definitions for cannabis and cannabis-related businesses**, and to determine where cannabis-related businesses and developments may be permissible, **FIRST READING**; and to **schedule a Public Hearing**, to be held at the Smoky Lake County Council Chambers, on Thursday, **September 20, 2018, at 1:00 p.m.**, and to advertise in the local newspapers, said Public Hearing in accordance with section 230 and section 606 of the Municipal Government Act.

Carried.

Road Closure File RC-027: Plan 2206CL, Block R Located Within the Hamlet of Edward

862-18: Halisky That Smoky Lake County prepare a bylaw to close all of the undeveloped road labelled as "FIRST AVE.", as shown on Plan 2206CL, and to close all of the undeveloped road labelled as "MAIN ST.", as shown on Plan 2206CL, and to consolidated these closed portions with the adjacent lots, at no cost to Smoky Lake County.

Carried.

Policy Statement No. 03-21-04: Backsloping Program

863-18: Cherniwchan That Smoky Lake County amend Policy Statement No. 03-21-04: Backsloping Program:

Title: Backsloping Program		Policy No.: 21-04
Section: 03	Code: P-S	Page No.: 1 of 2


Legislation Reference:	Alberta Provincial Statutes
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Purpose:	This program is set out to assist in the control of brush and noxious weeds along County roadways and to reduce costs of road maintenance. Only County landowners and ratepayers are eligible to apply for funding under this program. It will not apply to public works constructions projects or the funding thereof.
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Policy Statement and Guidelines:	
The objective of the Backsloping Program is to remove all trees and to slope the ditches to enable landowners to extend cultivation to the edge of the roadway.	
1.	All Backsloping Applications shall come to Council for approval. Consideration shall be given to available money in current-year budget for backsloping.
2.	Smoky Lake County requires all brush, rocks and other debris to be removed so the cleared land may be prepared in such a state as to allow cropping or to the seeding of a forage mixture. The applicant will not remove any dirt from around power poles, alter or divert any drainage system or water course, and will contact Alberta First Call before commencement of work.
3.	The area backsloped shall be kept free of noxious weeds, brush, and rocks in future years.
4.	If the applicant requires a fence, it shall be set back a minimum of 33 feet from the centre of the adjacent roadway. The applicant is responsible for the erection and the cost of said fence.
5.	The site will be inspected by the Public Works Department before commencement of the project and after completion. No funds will be paid unless the project has been inspected and approved.
6.	The applicant must make available all receipts for expenses occurred on the project to Smoky Lake County.
7.	Upon approval of the project, the applicant will receive half of the cost of the project to a maximum amount of \$ 2,000.00 per half mile , up to a maximum of 1 (one) mile, per year.
8.	Upon request of an applicant, Smoky Lake County may supply a forage seed mixture to be seeded on the worked backsloped area. There shall be no cost for the forage seed mixture.
9.	Before commencement of any project, an application form, Schedule "A": Backsloping Program , must be completed and returned to the Public Works Department.

Section 03

Policy: 21-04

 BACKSLOPING PROGRAM		Application Date: _____				
APPLICANT NAME _____						
ADDRESS _____		TELEPHONE NUMBER _____				
LEGAL, LAND LOCATION OF BACKSLOPING PROJECT: ¼ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M						
DISTANCE TO BE BACKSLOPED: _____ MILE(S)		ESTIMATED COST OF PROJECT _____ DOLLARS				
PLEASE MARK ON DIAGRAM, ROAD ALLOWANCE TO BE BACKSLOPED :						
<table border="1" style="margin: auto;"> <tr> <td style="width: 50px; text-align: center;">N.W.</td> <td style="width: 50px; text-align: center;">N.E.</td> </tr> <tr> <td style="width: 50px; text-align: center;">S.W.</td> <td style="width: 50px; text-align: center;">S.E.</td> </tr> </table>			N.W.	N.E.	S.W.	S.E.
N.W.	N.E.					
S.W.	S.E.					
BACKSLOPING PROGRAM: is set out to assist in the control of brush and noxious weeds along County roadways and to reduce costs of road maintenance.						
Objective: is to remove all trees and to slope the ditches to enable landowners to extend cultivation to the edge of the roadway.						
1.	Smoky Lake County requires all brush, rocks and other debris to be removed so the cleared land may be prepared in such a state as to allow cropping or to the seeding of a forage mixture. The applicant will not remove any dirt from around power poles, alter or divert any drainage system or water course, and will contact Alberta First Call before commencement of work.					
2.	The area backsloped shall be kept free of noxious weeds, brush, and rocks in future years.					
3.	If the applicant requires a fence, it shall be set back a minimum of 33 feet from the centre of the adjacent roadway. It is also understood that the applicant is responsible for the erection and the cost of said fence.					
4.	The site will be inspected before commencement of the project and after completion by Smoky Lake County. No funds will be paid unless the project has been inspected and approved.					
5.	The applicant must make available all receipts for expenses occurred on the project to Smoky Lake County.					
6.	Upon approval of the project, the applicant will receive half of the cost of the project to a maximum amount of \$ 2,000.00 per half mile .					
7.	Upon request of an applicant, Smoky Lake County may supply a forage seed mixture to be seeded on the worked backsloped area. There shall be not cost for the forage seed mixture. Forage seed requested: <input type="checkbox"/> Yes <input type="checkbox"/> No					
I, THE UNDERSIGNED, HAVE READ THIS APPLICATION AND AM AWARE OF ITS CONTENTS AND AGREE TO THE TERMS AND CONDITIONS.						
DATED THIS _____ DAY OF _____, 20____.						
SIGNATURE OF APPLICANT: _____		PUBLIC WORKS MANAGER/FOREMAN: _____				

Carried.

9. Public Question and Answer Period:

11:35 - 11:35 a.m. None.

4. Request for Decision:

Regional Cooperation Protocol - Notice of Initiative: Town of Smoky Lake

864-18: Orichowski

That Smoky Lake County respond to the Town of Smoky Lake’s Regional Cooperation Protocol – **Notice of Initiative** in regard to a proposed regional cooperation Project: **Shared Service in “Weed Spraying”**; the following concerns and interests, in accordance with Bylaw No. 1277-15-Section 5.2:

REQUEST: Weed Spraying	
CONCERNS	INTERESTS
Current lack of County personnel to achieve request.	Potential revenue stream at an approximate rate of: \$100/hour for equipment \$50/hour for licensed applicator Plus the cost of chemicals
Lack of time to achieve request due to County spraying demands within the growing season, and the unknown geographical area of the Town’s spraying needs.	Potential to increase County personnel.
Potential Liability: increased risk when spraying in highly populated areas due to regulations within urban areas, as well as the potential threat to the Agricultural Fieldman’s license.	Opportunity to demonstrate regional collaboration through shared service.
The County does not currently have appropriate equipment for landscape (urban) spraying.	Opportunity to share expertise under the Alberta Environment & Parks: Pesticide Service and Vendor Registration.
The County currently has no policy to address urban spraying.	

for the Town of Smoky Lake to proceed with a Preliminary Examination in accordance with Bylaw No. 008-14-Section 5.3; therefore acknowledging the email received from Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake, dated July 18, 2018 in regard to the Town of Smoky Lake Council meeting held on July 17, 2018 - Motion # 3413/18: “MOVED by Councillor Morton that Administration engage the Smoky Lake County regarding a proposal for joint services with Smoky Lake County’s Agricultural Fieldman to assist Town Public Works staff in spraying weeds in the Town of Smoky Lake.”

Carried.

Doug Ponich, Public Works Manager, entered Council Chambers, time 11:50 a.m.

Addition to the Agenda:

Village of Waskatenau – Custom Work Request

865-18: Orichowski

That Smoky Lake County approve to provide custom work performed by the Agricultural Service Board Department for spraying tansy weeds near the Village of Waskatenau Water Facility, provided it is safe to do so and in accordance with Policy No. 03-26 Custom Work, in response to the written request received from Bernice Macyk, Chief Administrative Officer, Village of Waskatenau, dated August 27, 2018.

Carried.

2018 Gravel Crushing - Tender

Discussion was held in regard to the Tender for the 2018 Gravel Crushing Tender to Stockpile at the White Earth Creek Gravel Pit – NW ¼ Section 2-61-18-W4 for Year 2018 Gravel Crushing as follows:

Project Name: 2018 Gravel Crushing to Stockpile

TENDER OPENING DATE: August 14, 2018

Tender Opening Time: 2:22:00 P.M.	BID	SURETY
Company: <u>Ferbey Sand & Gravel Ltd.</u>	\$ <u>438,585.00</u>	Received with Bid.
Company: <u>Inspek Crushing Ltd.</u>	\$ <u>650,685.00</u>	Received with Bid.
Company: <u>Hopkins Construction (Lacombe)</u>	\$ <u>512,767.50</u>	Received with Bid.
Company: <u>JMB Crushing</u>	\$ <u>472,815.00</u>	Received with Bid.
Company: <u>Metro Paving & Road Building Ltd.</u>	\$ <u>398,580.00</u>	Received with Bid.
Company: <u>Surmont Sand & Gravel Ltd.</u>	\$ <u>805,066.50</u>	Received with Bid.
Company: <u>CLH Group Inc.</u>	\$ <u>475,125.00</u>	Received with Bid.
Tender Opening Closed: Time: <u>2:30 P.M.</u>	Total Submission: <u>Seven (7)</u>	
ATTENDANCE RECORD:		
NAME: <u>Doug Ponich</u> POSITION: <u>Public Works</u> , TITLE: <u>Public Works Manager</u>		
NAME: <u>Lydia Cielin</u> , POSITION: <u>Senior Admin.</u> , TITLE: <u>Assistant CAO</u>		
NAME: <u>Craig Lukinuk</u> , POSITION: <u>Elected Official</u> , TITLE: <u>Reeve</u>		

2018 Gravel Crushing
866-18: Halisky

That Smoky Lake County award Metro Paving and Road Building Ltd. the Tender for the 2018 Gravel Crushing Tender to Stockpile at the White Earth Creek Gravel Pit – NW ¼ Section 2-61-18-W4 for Year 2018 Gravel Crushing of approximately 95,000 tonnes consisting of the following product designation at the following rates:

- Class 20 (3/4”) material 37,000 tonnes at a Unit Price of \$4.00
- Class 25 (1”) material 45,000 tonnes at a Unit Price of \$3.90
- Class 40 (1 ½”) material 13,000 tonnes at a Unit Price of \$3.70
- Sand Elimination approx. 10,000 tonnes at a Unit Price of \$0.80

; and will review for each year: 2019, 2020 and 2021 the option to renew the annual Gravel Crushing Contract; and the over-expenditure for year 2018 be funded by cost savings from road projects.

Carried.

Meeting Recessed

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

Meeting Reconvened

The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:02 p.m. in the presence of Council members, the Chief Administrative Officer, the Assistant Chief Administrative Officer, Finance Manager, Communications/GIS Director, Planning and Development Manager and Recording Secretary.

5. Request for Information:

Reeve's Report:

Reeve Craig Lukinuk presented the following written report:



Reeve's Report For June 23 to August 22, 2018

- June 23, 2018 – Indigenous Day Celebration held at Métis Crossing
- Brought greeting form Smoky Lake County.
- June 25, 2018 – Joint Municipalities Meeting held at the Smoky Lake Golf Club:
- Agreed to seek clarification on the status of local school repairs, new schools and school upgrades with the Minister of Education.
 - Recommended approval of upgrading the Smoky Lake Regional Emergency Services radio communication system from the current Very High Frequency (VHF) analog system to the Alberta First Responders Radio Communication System (AFRRCS).
- June 26, 2018 – Regional Municipalities of Alberta (RMA) meeting held in Edmonton:
- Continued to work on creating a Casino Model which would be fair to all Rural and Urban alike.
 - Alberta Gaming and Liquor Commission (AGLC) Manager for Licensing Regulatory Services Sandra Froehlich and Valerie Ganske Director for Corporate Planning & Strategy attended this meeting to answer any questions from the committee
- June 26, 2018 – Doctor Recruitment and Retention:
- Emergency room coverage was discussed every Wednesday Emergency will be closed until further notice
 - Param Singh will be providing physiotherapy service in Smoky Lake one day a week
 - New formula for the Doctor Recruitment was created Thorhild County is no longer a member
 - Terms of Reference is being created
 - PCN building location has been chosen Opening to be announced.
- June 27, 2018 – In-House Safety Meeting held in County Council Chambers:
- Received updates on the formal safety inspections completed of County facilities.
 - Reviewed 8 incidents that occurred since the previous meeting.
- June 28, 2018 - County Council Meeting held in County Council Chambers:
- Gave third and final reading to Bylaw No. 1316-18: Public Notification, known as the "Advertising Bylaw".
 - Adopted Policy Statement No. 01-51-01: Public Participation.
 - Approved the removal of the Municipal Reserve designation to allow for a boundary adjustment on a lot in Edwand: Plan 2206CL; Block R
 - Authorize the expenditure to cover the cost (under \$300.00) for the Division 2 Open House event located at Hamlin Hall, on July 23, 2018, 8:00 p.m.
 - Approved to submit three applications to the Alberta Historical Resources Foundation, Heritage Awards Program as follows:
 - o the Restoration of Highland Hall Project, for a Heritage Conservation Award;
 - o the Smoky Lake County Regional Heritage Board, for a Heritage Awareness Award; and
 - o Noreen Easterbrook - Smoky Lake County Regional Heritage Board Chairperson, for an Outstanding Achievement Award.
 - Approved the Tax Notification properties to be advertised for Tax Sale and scheduled the 2018 Tax Sale for Thursday, November 1, 2018 at 10:00 a.m.
 - Approved funds from the 2018 Family and Community Support Services (FCSS) Grant budget to be distributed to the Smoky Lake Foundation for \$4,000.00 and to the Warspite Community Hall for \$1,400.00 in accordance with Policy No. 08-17-01.

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- Agreed to continue to provide gravel upon request for maintaining the County owned service roads adjacent to Peppers Service Station near Waskatenau and at Cross Roads Service Station near Bellis.
 - Approved to sell nine Public Works Department equipment items.
 - Approved the County Safety Officer to assist the Town of Smoky Lake with their Safety Program.
 - Approved the revised Doctor Retention and Recruitment Committee Budget Funding Formula due to the membership withdrawal of Thorhild County.
 - Approved to support the concept of an additional (4th) Family Medical Physician/General Practitioner for the area.
 - Executed the Family School Liaison Program - Master Service Agreement for September 1, 2018 to August 31, 2019, between Aspen View Public School Division No. 78, Lakeland Roman Catholic Separate School District No. 150, Smoky Lake County and Village of Waskatenau.
 - Disbanded Smoky Lake County Family School Liaison Committee and rescind Policy Statement No. 05-04: Family-School Liaison Committee: Terms of Reference, because Aspen View Public School Division No. 78 is now the managing partner and information will continue to be reported through the Family Community Support Services Committee and/or Smoky Lake County Council meetings.
 - Agreed to embed the Alberta Royal Canadian Mounted Police "Public Facing Crime Map" on the County website at no cost to provide timely information to the public on 5 crime types: Break and Enters, Stolen Vehicles, Missing Persons, Theft from Motor Vehicles and Mischief.
 - Donated \$250 to the Redwater - Smoky Lake Victim Services Unit Annual Charity Golf Tournament on Sunday, July 22, 2018 in partnership with the RCMP.
 - Donated \$250 to the Smoky Lake Agricultural Society to sponsor the 2018 Demolition Derby on the Heritage Weekend, August 6, 2018.
 - Acknowledge receipt of the Ministers letter stating the Municipal Sustainability Initiative (MSI) and Gas Tax Fund (GTF) allocations for Smoky Lake County of \$1,085,327 and \$135,734.
 - Acknowledged receipt of the Conditional Grant of \$75,000.00 to support the Village of Waskatenau, Village of Vilna, Town of Smoky Lake, and Smoky Lake County in developing an intermunicipal collaboration framework and update the intermunicipal development plans.
 - Proclaimed September 24-28, 2018, to be "Alberta Development Officers Week".
 - Sponsored \$100 to the Bellis 2018 NightWind Summer Sizzler Endurance Ride and Race.
 - Approved to prepare a plaque to honor a milestone celebration of 100 years of service to the Ukrainian Orthodox Parish of St. Paraskevia at Downing.
 - Donated \$5,000 to the Smoky Lake Community Daycare Co-operative Steering Committee to assist with the cost of incorporation.
 - Council appointed me as a member to the Smoky Lake Community Daycare Co-operative Steering Committee; and Councillor Lorne Halisky as the alternate.
 - Agreed to write a letter of support to the Aspen View Public Schools request of the province to undertake a comprehensive review of the grades K-12 Funding Framework in its entirety in consultation with school boards.
 - Donated \$14,584 to the Victoria Trail Agricultural Society to assist with their Fitness Centre operational expenses.
- July 8, 2018 – Provincial 100 Year-Farming Recognition:
- Attended Barry and Frank Feniak 100-year celebration for farming the same land and brought greetings from Council and the County.

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Reeve's Report For June 23 to August 22, 2018

July 9, 2018 – Agricultural Service Board Summer Tour held in Strathcona County:

- Received information from presentations made by:
 - Alberta Agriculture and Forestry Crop Diversification Tour (malting barley, canola plots).
 - Molenkamp Farms - beekeeping farm with over 2000 hives.
 - Galloway Seeds for over 70 years grows, processes, and sells over 15 different crops and varieties to customers all over Alberta, British Columbia and Saskatchewan.
 - Delaney Veterinary Services is a leading equine veterinary facility with state-of-the-art, full-service medical, reproductive and surgical services.

July 9, 2018 – Special County Council Meeting held in County Council Chambers:

- Discussed the Phase II Site Assessment for Waskatenau Nuisance Grounds: PT.SE-16-59-19-W4.

July 17, 2018 – Regional Community Development Committee Meeting held in County Council Chambers:

- Agreed to invite a representative from the Ukrainian Chamber of Commerce Board of Edmonton to the next scheduled RCDC meeting as part of pursuing the Ukrainian Twinning Initiative.
- Completed the Community Economic Development Officer's (CEDO) performance evaluation.

July 17, 2018 – Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- This committee was established to create a Day Care Co-operative for the Smoky Lake Region.
- The Committee worked towards a business plan and to become incorporated.

July 18, 2018 – Joint Town of Smoky Lake and Smoky Lake County Council Meeting held in County Council Chambers:

- Delegation: Delbert G. Beazer, CEO of Chief Mountain Gas Co-op Ltd. was present to discuss the Town of Smoky Lake Natural Gas Rates Cost Review Study.
- The Town and County agreed to enter into a Bulk Natural Gas Supply Agreement.
- The County granted the Smoky Lake Royal Canadian Legion #227 permission to renovate and expand the Legion Building; and provide a letter of support for their Community Facility Enhancement Program (CFEP) grant application.
- The County agreed to advertise for tender, the 2018 Gravel Crushing tender at the White Earth Creek Gravel Pit due to current the three-year contract with RBee Crushing division being voided through the sale of the division.
- Member of Parliament, Shannon Stubbs stopped by for a visit to have an informal discussion about her political activities as well as to become informed of any concerns from municipalities.
- Agreed to nominate County Fire Chief: Scott Franchuk for the National Fire Chief of the Year Award.

July 23, 2018 – County Council Committee of the Whole Meeting held in County Council Chambers:

- Cathy Goulet, President, Killick Leadership Group, to review and finalize the Strategic Plan for Smoky Lake County.

July 23, 2018 – Division 2 Open House held at the Quiet Nook Hall at Hamlin, Alberta:

- Attended Division 2 Councillor, Johnny Cherniwchan's Open House. This event was the first of it's kind and we plan on having more Open House events for each division to foster public participation.

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July 24, 2018 – Special County Council Meeting held in County Council Chambers:

- This meeting was held for the purpose of discussing and acting on bids received for 9 Public Works Department equipment/units for sale that was advertised: in the July edition of the Grapevine, posted the website on July 5, 2018 and social media July 5, 2018.

July 24, 2018 – Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- Continued working towards establishing a Day Care Co-operative for the Smoky Lake Region.

July 24, 2018 – Policy Committee Meeting held in County Council Chambers:

- Recommended to proceed with Policy Statement No. 08-11-02: Budget Development for amendment to the next County Council Meeting.
- Recommended to proceed to advertise Bylaw No. 1320-18 in accordance with Policy Statement No. 01-51: Public Participation for "Public Inspection" prior to County Council for adoption at the August 30, 2018.
- Recommended an invitation be extended to a RCMP Smoky Lake Detachment representative to attend a future scheduled County Council Meeting to discuss local noise and event issues.

July 25, 2018 – In-House Safety Meeting held in County Council Chambers:

- Received updates on the conclusion of the formal safety inspections on County facilities.
- Reviewed 4 incidents that occurred since the previous meeting.

July 26, 2018 – RCDC Assistant Hiring Steering Committee:

- Conducted interviews for the RCDC Assistant contract position.

July 27, 2018 – County Council Committee of the Whole Meeting held in County Council Chambers:

- Delegations: Jane Dauphinee, Senior Planner and Kyle Miller, Planner, from Municipal Planning Services Ltd., provided information about the Land Use Bylaw: Cannabis Regulation and Land Use Bylaw No. 1272-14 – General Amendments.
- Council also discussed concerns surrounding weed control on provincial highways; specifically, the sow thistle along Highway 28; and, informally requested that Administration contact Alberta Transportation to inquire on the status of highway roadside mowing within Smoky Lake County.

July 30, 2018 – Northern Lights Library Executive Meeting:

- Created a committee and plan to move forward with advocacy.
- Letter sent out to Mayor/CAO's of municipalities of Board members who have missed 3 or more meetings consecutively to be replaced with new member.
- Re-view Breach Code of Ethics-disciplinary measures.

July 31, 2018 – Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- Continued working towards establishing a Day Care Co-operative for the Smoky Lake Region.

August 2, 2018 – Northern Lights Library Policy Committee

- Cell Phone Policy revisions from board feedback.
- 31 policies yearly reviewed.

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Reeve's Report
For June 23 to August 22, 2018

August 3, 2018 – ATB

- Meet and greet with Curtis Stange the new President and CEO of ATB.
- Talked with Tanya Hulbert the Marketing Vice President for Central Alberta of ATB.

Aug 4, 2018 – Heritage Days held in Smoky Lake:

- Council Attended the 37th Annual Parade on the Smoky Lake County Float.

August 5, 2018 – 100 years of service celebration of the Ukrainian Orthodox Parish of St. Paraskevia, held at Downing:

- Presented a Smoky Lake County 100-year plaque and brought greeting form Smoky Lake County.

Aug 7, 2018 – Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- Continued working towards establishing a Day Care Co-operative for the Smoky Lake Region.
- Preparing a Parents Handbook and getting ready for registration.
- Reviewed articles of Incorporation from our Lawyer.

August 9, 2018 – Federation of Alberta Gas Co-ops Ltd. Annual Charity Golf Classic held at Goose Hummock Golf Resort, Gibbons:

- Attended the event alongside MLA, Colin Piquette and networked to build relationships.

Aug 10, 2018 - Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- Made changes to the Article of Incorporation with the Lawyer.

August 13, 2018 – North East Muni-Corr Ltd. Board Meeting held in Elk Point:

- Discussed Muni-Corr Land at Fort Kent & Ardmore, the Beaver River Trestle – Staging Area, the Highway 28/63 Water Commission Contract and Encroachment Issues.

Aug 12, 2018 – Victoria Trail Agricultural Society Annual Fair Days held in Waskatenau:

- Participated in the parade won 2 for float donated the second prize money back.

August 14, 2018 – Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- Dealt with Co-op fees and Registration fees.
- Discussed Donations from the public and creating a Job Posting to be put on Facebook.
- August 30th at the Curling Rink having a Community Showcase starting at 4:00-7:00pm to come and get information and to Pre Register.

August 18, 2018 – Boomtown Days held in Vilna:

- Council Participated in the Vilna parade.

Aug 19, 2018 – Ukrainian Day Festival:

- Attended as a Special Guest Request for the opening of the Stelmach House Learning Centre.
- Assisted with the unveiling of plaques on the Centennial Pioneer Recognition Monument.
- Attended Blessing the Chernobyl Disaster Commemorative Cross, Canadian Legion Monument, and the Internment Monument.

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Aug 20, 2018 – Corridor Communications Inc. (CCI) – Conference Call:

- Two Resolutions were discussed in regard to share holders' shares.

Aug 21, 2018 – Northern Lights Library Budget Meeting:

- Review the 2018 Actual and started process on the 2019 Budget.

August 21, 2018 – Smoky Lake Community Day Care Co-operative Steering Committee Meeting held in County Council Chambers:

- Continued working towards establishing a Day Care Co-operative for the Smoky Lake Region.

August 22, 2018 – RMA Charitable Grants Committee Meeting held in Edmonton:

- Russ Dahms the Executive Director of Edmonton Chamber of Voluntary Organization was present.
- Received an overview of other charitable gaming revenues in Alberta.
- Establishing an alternate Model for Casino Charity in Alberta.

Sincerely,
Craig Lukinuk
Smoky Lake County Reeve

Reporting on Events Attended

867-18: Halisky

That Smoky Lake County Council, Managers and all Staff who attend an event such as a seminar, convention, symposium, etc., submit a summarized written report for the next scheduled Regular Council Meeting following the event, in order to maximize the transparency, accountability and educational value of attending events.

Carried.

Smoky Lake Community Daycare Co-operative Steering Committee

868-18: Cherniwchan

That Smoky Lake County write a letter of support to the Smoky Lake Community Daycare Co-operative in support of a grant proposal submitted to the Community Facility Enhancement Program (CFEP) funded by the Government of Alberta through the Alberta Lottery Fund, for plumbing alterations and renovations to create a suitable daycare space within H. A. Kostash School in Smoky Lake, and provide a copy of the prepared letter to Colin Piquette, MLA for Athabasca-Sturgeon-Redwater Constituency for information.

Carried.

Reeve's Report

869-18: Orichowski That the Reeve's Report received for June 23, 2018 to August 22, 2018 be accepted and filed for information.

Carried.

Chief Administrative Officer: Evaluation

870-18: Orichowski That the next **Smoky Lake County Council Meeting for the Purpose of the CAO Evaluation Meeting** be scheduled for **Friday, September 21, 2018** at 9:00 a.m. to be held in the County Council Chambers.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer gave an updated report to Council for the period of June 27, 2018 to August 29, 2018:

Legislative/Governance:

- Due to extenuating circumstances, William Ewanciw cannot comply with the September 1, 2018, removal of the wild boar from his property as per Council resolution 553-18.

Administrative:

- Council has asked for a Road Tour leading up to the 2019 budget discussions.

Financial:

- No report.

Human Resources:

- Have begun the evaluation cycle for Management.

Community:

- No report.

Training:

- The Alberta Rural Municipal Administrators' Association (ARMAA) 2018 Conference will be held in Medicine Hat, September 5th to 7th, 2018.

Strategic Priorities - Chart:

- No report.

Council Member Inquiries:

- Research to date about ground maintenance around the built infrastructure in Waskatenau Creek has turned up no Agreement or motions requiring Smoky Lake County to provide any such maintenance.
- A concern about the timing of the Phase II study at the Waskatenau abandoned nuisance ground and an Alberta Health issue at a nearby property lead to a special Council meeting on July 9, 2018.

Bylaw No. 1307-17: Prohibited Animals

871-18: Halisky That Smoky Lake County approve to accommodate Landowner, Bill Ewanciw with additional deadline extension of **December 31, 2018** to euthanize or remove Prohibited Animals from the County in accordance with Bylaw No. 1307-17: Prohibited Animals due to extenuating circumstances from the previous deadline extension of September 1, 2018 approved on April 25, 2017 by Council Motion #553-17, and further to the original deadline of April 30, 2018.

Carried.

Smoky Lake County Road Tour

872-18: Halisky That the next Smoky Lake County **Road Tour** for Council and relevant Administration be scheduled for **Monday, October 1, 2018** at 10:00 a.m. and **Tuesday October 2, 2018** at 9:00 a.m.; and the Vilna Senior Citizens Recreation Society's "Mushroom Bus" be booked/rented/utilized for the tour.

Carried.

Financial Update

As annexed to the minutes:

↳ Financial Statement for the Months: **June and July 2018.**

Action List(s)

↳ Action List(s):

- i. County Council Committee of the Whole for the Purpose of Strategic Planning – June 19, 2018.
- ii. County Council Meeting – June 28, 2018.
- iii. Special County Council Meeting – July 9, 2018.
- iv. Special County Council Meeting – July 24, 2018.
- v. County Council Committee of the Whole for the Purpose of Strategic Planning- July 23, 2018.
- vi. County Council Committee of the Whole for the Purpose of Strategic Planning- July 27, 2018.

Chief Administrative Officer's Report

873-18: Gawalko That the updated report for the period of June 20, 2018 to August 29, 2018, by the Chief Administrative Officer, be accepted and filed for information.

Carried.

Finance Manager's Report: Actual to Budget Report

Brenda Adamson, Finance Manager provided an updated Financial report for the period of June 20, 2018 to August 22, 2018.

Tax Write Off Requests

874-18: Lukinuk That Smoky Lake County Council approve to write off the Property Tax Penalties in the amount of \$98.28 on property tax roll 1850751.

Carried.

875-18: Halisky That the Management Report received for the period of June 20, 2018 to August 22, 2018 from Brenda Adamson, Finance Manager, be accepted and filed for information.

Carried.

Management Reports

876-18: Halisky That the management report received for the period between June 20, 2018 to August 22, 2018, from; Doug Ponich, Public Works Manager, be accepted and filed for information.

Carried.

Doug Ponich, Public Works Manager, left Council Chambers, time 2:12 p.m.

877-18: Cherniwchan That the management reports received for the period between June 20, 2018 to August 22, 2018, from; Bob Novosiwsky, Public Works Road Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Bylaw Enforcement/Peace Officer/Parks and Recreation Manager; Jordan Ruegg, Planning and Development Manager; Trevor Tychkowsky, Safety Officer; Scott Franchuk, Fire Chief; and Paul Miranda, GIS/Communication Director, be accepted and filed for information.

Carried.

County Council Budget Meeting

878-18: Halisky That the next Smoky Lake County **Council Budget Meeting** be scheduled for **Wednesday, September 26, 2018, at 10:30 a.m.**, to be held in the County Council Chambers.

Carried.

County Policy Committee Meeting

879-18: Gawalko That the next Smoky Lake County **Policy Committee Meeting** be scheduled for **Wednesday, October 10, 2018, at 9:00 a.m.**, to be held in the County Council Chambers.

Carried.

Committee Task Forces and Boards: Reports

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises)

- The 19th Annual Alberta Recycling Conference is scheduled for September 5-7, 2018 in Fort McMurray, Alberta.

Corridor Communications Inc.

- No report.

Doctor Retention & Recruitment Committee

- Next meeting is scheduled at the call of the Chairperson.
- Received verbal confirmation that Lakeland Primary Care Network (PCN) has chosen to work with the private owners of the building at 151 White Earth Street in Smoky Lake to design a suitable space for the new satellite PCN location.
- The STARS helicopter will be temporarily using the rodeo grounds as a landing site starting on September 1, 2018 until the Smoky Lake Hospital's landing pad expansion construction is completed in approximately 4-6 weeks.

Smoky Lake Hospital Emergency Room Coverage

880-18: Cherniwchan That Smoky Lake County defer discussion in regard to the Healthcare Centre (Smoky Lake Hospital) - Physician Coverage notices of: No Physician "On-site" in the Emergency Department (Room) occurring one-day weekly, to the Joint Municipalities Meeting scheduled for September 24, 2018.

Carried.

Evergreen Regional Waste Management Services Commission

- Currently stockpiling reclaimed asphalt.
- Renewing operating license for the landfill.
- Have purchased straw to cover.
- Donating two non-running trucks for student projects.
- Experimenting to eliminate leachate with Oxy Clean.
- Next meeting is scheduled for September 24, 2018.

Family Community Support Services Committee

- No Report.

Fire and Rescue Liaison Committee

- Smoky Lake
 - No Report.
- Vilna
 - Attended the Vilna parade.
- Waskatenau
 - Currently training and interviewing 10 new members who have applied to become Volunteer Firefighters, most of the individuals who have applied will be available during evenings and weekends.

Government Liaison

- No report.

Highway 28/63 Regional Water Services Commission

- Meeting held on August 15, 2018.
- Finalizing the Whitefish Lake First Nations #128 water supply agreement.
- The Telus legal matter is before the courts and is ongoing.
- Next meeting is scheduled for September 20, 2018.

In-House Safety Committee

- Meeting held on July 25, 2018 and August 29, 2018.
- Starting in September 2018, all Main Office staff will be participating in main office safety meetings similar to the toolbox meetings at the Public Works Shop.
- Developing a tracking system for portable signs.
- An air break course scheduled for October 27, 2018 from 8 a.m. to 5:00 p.m.
- Northern Alberta Safety Council (NASC) Meeting is scheduled for September 13, 2018 at Stony Plain.
- Eight incidents reported between May 23, 2018 and August 29, 2018.
- Rick Smith stepped down from the position of Chairperson for the In-House Safety Committee.
- Next meeting is scheduled for September 26, 2018.

Municipal Planning Commission

- Two gravel extraction development permits were approved at the August 27, 2018 Municipal Planning Commission Meeting.

Northeast Alberta Information HUB

- Meetings are scheduled for the 3rd Monday of each month starting on September 17, 2018.

Northern Lights Library Board

- Addressed in Reeve's Report.
- Next meeting is scheduled for September 8, 2018.

Policy Committee

- Meeting held on July 24, 2018 in regard to:
 - Policy Statement No. 08-11-02: Budget Development,
 - Bylaw No. 1320-18: Council Code of Conduct, and
 - A proposed Noise Bylaw (discussion was deferred).

R.C.M.P. Liaison Committee

- The new Sergeant: Tina Chan has started and will be setting up an official meeting with her soon.

Regional Community Development Committee (RCDC)

- Addressed in the Reeve's Report.
- Next meeting is scheduled for September 18, 2018.

Regional Emergency Management Committee

- No Report.

Risk-Pro Control Management Committee

Added Named Insured: Minutes:

- None received.

Smoky Lake Community Day Care Cooperative Steering Committee

- Addressed in the Reeve's Report.

Smoky Lake Foundation

- Meeting held on August 22, 2018.
- Transition is completed for assisted living residents and there are 24 spaces still available.
- After September 1, 2018 there will be more people transitioned from the old units to the new units in other sections.
- \$13.5 million project at completion.
- The Grand Opening is scheduled for October 12, 2018.

Smoky Lake Region Fire and Rescue Committee

- Next meeting is scheduled for September 21, 2018.

Smoky Lake Heritage Board

- No report.

Joint Municipalities

- Next meeting is scheduled for September 21, 2018.

8. Executive Session:

Legal Issues: Corridor Communications Inc. CCI and North East Muni-Corr Ltd.

881-18: Halisky

That Smoky Lake County Council go into Executive Session, to discuss a legal issue in regard to: Corridor Communications Inc. CCI under the authority of the FOIP Act Section 27 - Privileged Information, as well as an unrelated legal issue in regard to North East Muni-Corr Ltd.'s Right-of-Way fees under the authority of the FOIP Act Sections: 21 - Intergovernmental Relations, 23 - Local Public Body Confidences, 24 - Advice from Officials, time 3:02 p.m.

Carried.

882-18: Orichowski

That Smoky Lake County Council go out of Executive Session, time 3:25 p.m.

Carried.

883-18: Lukinuk

That Smoky Lake County oppose North East Muni-Corr Ltd.'s proposal to charge the Highway 28/63 Regional Water Services Commission a Right of Way (ROW) fee related to the construction of the Whitefish Lake First Nation #128 extension project; **and** request the Utility ROW be permanently provided to the Water Commission at no cost as the Commission is basically an extension of its Municipal Members and Muni-Corr must administer the land trust on behalf of the members for land in the members' own area and the Commission has been treated as an extension of its' members to date, and it is not right for Muni-Corr to now propose discrimination against the Water Commission on the basis of who the Water Commission's customer is; **and** forward the County's position and concerns related to the matter to the next North East Muni-Corr Ltd.'s meeting scheduled for August 31, 2018; **and** prepare to take over the Utility ROW into Smoky Lake County's name in the event that North East Muni-Corr Ltd. not provide Highway 28/63 Regional Water Services Commission the Right of Way permanently at no charge.

Carried.

884-18: Orichowski

That Smoky Lake County Council approve action taken for Council members and relevant staff who attended the annual North East Muni-Corr Golf Tournament on August 13, 2018; and approve to pay for the Golf Registration for Riverland Recreational Trail Society – Local Representative Hector Dalpe.

Carried.

North East Muni-Corr Ltd.

- Meeting held on July 9, 2018.
- Upcoming Event: September 9, 2018 trail ride from St. Paul to Heinsburg.
- The Beaver Trestle staging area discussion are ongoing.
- An in-camera session was held in regard to charging fees.
- Next meeting is scheduled for September 10, 2018 in the town of St. Paul.

Colin Piquette MLA – Athabasca-Sturgeon-Redwater

Unexpected guest, Mr. Colin Piquette, MLA – Athabasca-Sturgeon-Redwater entered Council Chambers, time 3:27 p.m.

An informal discussion commenced in regards to:

- the Smoky Lake Healthcare Centre (Hospital) Emergency Room services being closed on certain days due to the lack of physician coverage and the need to recruit an additional physician for the area,
- bridge funding through the Strategic Transportation Infrastructure Program (STIP),
- the unfunded proposed project: intersection of Highway 831 and Highway 28 roundabout,
- the poor maintenance of highway 28

Mr. Colin Piquett, MLA – Athabasca-Sturgeon-Redwater left Council Chambers, time 4:02 p.m.

885-18: Orichowski That Smoky Lake County's Communications/GIS Director, Paul Miranda, assist the Smoky Lake Community Daycare Co-operative in completing their 2018 Community Facility Enhancement Program (CFEP) grant application.

Carried.

886-18: Halisky That the Committee Task Force and Board Reports presented by Councillors as of August 30, 2018, be accepted.

Carried.

6. Correspondence:

RMA (Rural Municipalities of Alberta)

887-18: Orichowski That the following correspondence received from the RMA (Rural Municipalities of Alberta), be filed for information:

- a. Contact Newsletter: July 5, 2018.
- b. Contact Newsletter: July 19, 2018.
- c. President's Update: July 2018.
- d. Contact Newsletter: July 26, 2018.
- e. Contact Newsletter: August 9, 2018.

Carried.

Drought and Excessive Moisture Advisory Group - Crop Condition Reports

888-18: Halisky That Smoky Lake County advertise on the Grapevine, the Rural Municipalities of Alberta's (RMA) Contact Newsletter link: <http://rmalberta.com/advocacy/contact-newsletter/> to find the most current moisture maps and crop condition reports from the multi-stakeholder group: Drought and Excessive Moisture Advisory Group, comprised of government, industry and municipal association representatives, as per the July, 2018 message from RMA President: Al Kemmere.

Carried.

2018 Annual Parades

889-18: Halisky That the correspondence received from Katilynn Makowichuk, Summer Student, Town of Smoky Lake, dated July 3, 2018, in regard to the 2018 Annual Smoky Lake Heritage Day Parade theme: “30 Years of Pumpkin Fair” scheduled for August 4, 2018, be filed for information.
Carried.

890-18: Halisky That correspondence received from Sharon Phillips, dated July 11, 2018 in regard to the 2018 Annual Waskatenau Parade scheduled for Sunday, August 12, 2018, be filed for information; and approve action taken in preparing a Float and in participating in the Year 2018 Parades held in the Town of Smoky Lake, Village of Vilna and Village of Waskatenau.
Carried.

2018 Minister’s Awards for Municipal Excellence – Town of Smoky Lake

891-18: Gawalko That Smoky Lake County acknowledge receipt of the correspondence from the Honourable Shaye Anderson, Minister of Municipal Affairs, dated June 25, 2018, in regard to the 2018 Minister’s Awards for Municipal Excellence “Smaller Municipalities Category” award winner: Town of Smoky Lake.
Carried.

2018 Minister’s Awards for Municipal Excellence – Smoky Lake County

892-18: Cherniwchan That Smoky Lake County acknowledge receipt of the letter from the Honourable Shaye Anderson, Minister of Municipal Affairs, dated June 25, 2018, in regard to the County’s submission not being selected to receive an award for the joint “Regional GIS Project” through the Alberta Urban Municipal Association (AUMA) 2018 Minister’s Award for Municipal Excellence.
Carried.

Alberta Transportation: Bridges

893-18: Halisky That Smoky Lake County acknowledge receipt of the letter from Neal Reynolds, Regional Director, North Central and Fort McMurray Regions, Alberta Transportation, dated June 20, 2018, in regard to Bridge Files: BF74018, BF01603 and BF08201 not being recommended for 2018 funding approval through the Strategic Transportation Infrastructure Program (STIP) - Local Road Bridge Component and noting the 2019 submission deadline is November 30, 2018.
Carried.

Stars of Alberta Volunteer Awards

894-18: Orichowski That Smoky Lake County advertise for Self-Nominations towards the Stars of Alberta Volunteer Awards: Call for Nominations recognizing extraordinary Albertans for persons interested to self-application nominations deadline of September 21, 2018 in response to the letter received from Ricardo Miranda, Minister, Alberta Culture and Tourism, dated June 28, 2018.
Carried.

Municipal Road Renaming

895-18: Cherniwchan That Smoky Lake County defer, to June 30, 2019, the correspondence received from Simon Sochatsky, dated July 24, 2018, in regard to a special request to rename a County road in Dwain Sochatsky’s honor; to conduct research for renaming municipal roads and to complete the correct legislative requirement deadlines.
Carried.

Community Learning Council

896-18: Halisky That Smoky Lake County acknowledge receipt of the correspondence from Pamela Cunningham, Director, Indigenous and Community Connections, Alberta Advanced Education, dated July 18, 2018 in regard to the 2018/2021 Community Adult Learning Program (CALP) Grant agreement from July 1, 2018 to June 30, 2021, entitled “Alberta Advance Education Community Adult Learning Program Grant Agreement” #AR54574 between the Minister of Advanced Education and the Legal Host: Smoky Lake County in the amount of up to \$113,230.00; and execute the said agreement.

Carried.

Electric Vehicle & Alternative Fuel Infrastructure Deployment Initiative

897-18: Orichowski That Smoky Lake County acknowledge receipt of the letter received from Joyce Henry, Director General, Office of Energy Efficiency, Natural Resources Canada, dated July 2018, in regard to the application received from Smoky Lake County as Managing partner, to the Electric Vehicle (EV) and Alternative Fuel Infrastructure Deployment Initiative for funding the proposed project: Smoky Lake Regional EV Charging Station Network being ranked too low to access available funding.

Carried.

898-18: Orichowski That Smoky Lake County forward information on Natural Resources Canada’s Electric Vehicle (EV) and Alternative Fuel Infrastructure Deployment Initiative to the next scheduled Regional Community Development Committee (RCDC) meeting for consideration to re-apply for funding the proposed project: Smoky Lake Regional EV Charging Station Network.

Motion Defeated.

Smoky Lake Curling Club

899-18: Orichowski That Smoky Lake County take no action to the letter received from Lorrie Verspeelt, President, Smoky Lake Curling Club, dated July 22, 2018, in regard to a request for monetary donation.

Carried.

Department of Canadian Heritage

900-18: Halisky That Smoky Lake County acknowledge receipt of the forwarded email received from Juanita Marois, Métis Crossing Project Manager originating from Erica Tao, Regional Director General – Department of Canadian Heritage, in regard to the Métis Crossing Project being approved for funding in the amount of \$17,500.00 on July 18, 2018.

Carried.

Federation of Canadian Municipalities - FCM News

901-18: Gawalko That the newsletter received by Smoky Lake County from the Federation of Canadian Municipalities, titled FCM News, August 7, 2018 in regard to infrastructure funding, be filed for information.

Carried.

Minister of Municipal Affairs

902-18: Cherniwchan That Smoky Lake County acknowledge receipt of the letter received from the Honourable Shaye Anderson, Minister of Municipal Affairs, dated July 23, 2018, in regard to the following Smoky Lake County projects being accepted for funding under the Municipal Sustainability Initiative (MSI) capital program:

✓ CAP-10272 – Twp Rd 584 between Hwy 855 & Rge Rd 175:	\$150,000.00
✓ CAP-10273 – 2018 Road Sealing:	\$588,000.00
✓ CAP-10275 – 2018 Gravel Road Rehabilitation:	\$457,250.00

Carried.

Minister of Municipal Affairs

903-18: Halisky That Smoky Lake County acknowledge receipt of the correspondence received from the Honourable Shaye Anderson, Minister of Municipal Affairs, dated July 25, 2018 in regard proposed changes to the Ministerial Order No. MSL:047/18 in respect to Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plans (IDP).

Carried.

Lakeland Centre for Fetal Alcohol Spectrum Disorder

904-18: Orichowski That Smoky Lake County take no action to the correspondence received from Lisa Murphy, Program Manager, Lakeland Centre for Fetal Alcohol Spectrum Disorder, dated July 12, 2018, in regard to a request for support and donations for services.

Carried.

RMA District No. 5 Meeting – hosted by County of Minburn

905-18: Halisky That Smoky Lake County Council and relevant staff who can attend – attend the (Rural Municipalities of Alberta) RMA District No. 5 Meeting scheduled for September 28, 2018, hosted by County of Minburn at the Innisfree Recreation Centre, Village of Innisfree, Alberta.

Carried.

Subdivision and Development Appeal Board Clerk Training

906-18: Gawalko That Smoky Lake County acknowledge receipt of the letter received from Diana J. Young, Reynolds Mirth Richards and Farmer LLP, dated August 7, 2018 in regard Smoky Lake County's Planning and Development Manager: Jordan Ruegg successfully completing the Subdivision and Development Appeal Board Clerk Training, on July 10, 2018, in accordance with the requirements of the Municipal Government Act and the Subdivision and Development Appeal Board Regulation.

Carried.

Bonnie Lake Social Club

907-18: Halisky That Smoky Lake County no action to the letter received from Bill Skorobohach, President, Bonnie Lake Social Club, dated July 24, 2018, in regard to a request for monetary support towards a firework display in September, 2018.

Carried.

Alberta Indigenous Relations: Director

908-18: Halisky That Smoky Lake County acknowledge receipt of the letter received from Donavon Young, Deputy Minister, Alberta Indigenous Relations, dated July 31, 2018, in regard to the appointment of Ms. Trish Merrithew-Mercredi to the role of Interim Executive Director for the Aboriginal Consultation Office (ACO) as of July 3, 2018.

Carried.

Aspen View Public Schools

909-18: Orichowski That the News Release received by Smoky Lake County from Ross Hunter, Communications Officer, Aspen View Public Schools, dated August 2, 2018 in regard to accepting, with regret, the resignation of Aspen View Public Schools Superintendent Mark Francis, who has accepted a position with another school division, be filed for information.

Carried.

Landowner: Kevin Wawrynychuk

910-18: Orichowski That Smoky Lake County approve to reimburse Landowner: Kevin Wawrynychuk in the amount of \$270.38 for 50% of the total invoice in the amount of \$540.75, dated August 7, 2018 to August 14, 2018 from Cameron Wildlife Solutions to Kevin Wawrynychuk – U Over 4 Ranching LTD for beaver removal services on the land legally described as NW-2-61-18-W4, commonly known as the White Earth Creek Gravel Pit.

Carried.

MSI Program

911-18: Cherniwchan That Smoky Lake County acknowledge receipt of the letter received from the Honourable Shaye Anderson, Minister of Municipal Affairs, dated August 3, 2018, in regard to the following Smoky Lake County projects being accepted for funding under the Municipal Sustainability Initiative (MSI) capital program: CAP-10274: 2018 Road Rehabilitation and Base Stabilization in the amount of \$ 91,000.00.

Carried.

First Baptist Church of Smoky Lake

912-18: Cherniwchan That Smoky Lake County approve an in-kind donation of six (6) truck-loads of sand, not including trucking to the First Baptist Church of Smoky Lake, in response to the letter received from Sharon Phillips, Secretary, First Baptist Church of Smoky Lake, dated August 16, 2018 in regard to a request for a gravel donation.

Carried.

Subdivision and Development Appeal Board Member Training

913-18: Halisky That Smoky Lake County acknowledge receipt of the correspondence from Diana J. Young, Reynolds Mirth Richards and Farmer LLP, dated August 15, 2018, in regard to Smoky Lake County Planning and Development Manager: Jordan Ruegg, successfully completing the Subdivision and Development Appeal Board Member Training on July 11, 2018, in accordance with the requirements of the Municipal Government Act and the Subdivision and Development Appeal Board Regulation.

Carried.

Subdivision and Development Appeal Board Regulations

914-18: Gawalko That Smoky Lake County shall adhere to the Subdivision and Development Appeal Board Regulations – AR195/2017 in respect to its' employee being certified as a Subdivision and Development "Clerk" and "Member" as a resource available to neighbouring municipalities; and to receive a refresher training program every three (3) years and submit an annual report to the Minister as required.

Carried.

Lac La Biche County

915-18: Orichowski That Smoky Lake County respond to show interest in attending a discussion in regard to a regional solid waste management strategy as per the letter received from Omer Moghrabi, Mayor, Lac La Biche County, dated August 15, 2018; and once the meeting is schedule, Council and Administration who can attend – attend.

Carried.

Howlin Coyote Motorcycle Campground

916-18: Orichowski That Smoky Lake County Council approve the response prepared by the Chief Administrative Officer addressing the owners of the Howlin’ Coyote Motorcycle Campground: Les and Dianne Anderson’s letter dated July 6, 2018 in regard to concerns in respect to: property tax assessment, surface water on their land and the resurfacing of Highway 652.

Carried.

Hutterian Brethren of Smoky Lake

917-18: Lukinuk That Smoky Lake County enter into a hold harmless agreement and a roadway license agreement with the Hutterian Brethren of Smoky Lake to allow the use their own equipment to improve access on the undeveloped road allowance within the boundaries of the County Right-of-Way located at the end of Range Road 164, South of Township Road 584A suitable access to their farmland; and permit them to maintain the said road allowance as needed; and request that Smoky Lake County Public Works be notified when work is engaged, in response to the letter from Jerry Stahl, received on August 20, 2018.

Carried.

Thank You: Summary Listing

“Thank you” received for the Month of July and August 2018:
➤ None received.

Information Releases

That Smoky Lake County “Information Released” calendar for July and August 2018, be filed for information.

➤ none

10. Bills & Accounts:

918-18: Orichowski That all the Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, including transfers to the Payroll Account, be filed for information:

County Council Meeting: Aug 30th, 2018

Batch #	Cheque Numbers	Total of Batch
41889	45587 to 45616	\$108,822.11
41946	45617 to 45653	\$519,313.52
41967	45654 to 45666	\$224,028.29
42004	45667 to 45668	\$57,277.49
42023	45669 to 45693	\$567,914.86
42125	45694 to 45741	\$182,114.03
42176	45742 to 45764	\$78,823.12
42201	45765 to 45773	\$66,861.53
42252	45774 to 45802	\$584,909.52
42279	45803 to 45808	\$102,844.14
42305	45809 to 45823	\$226,815.85
42309	45824 to 45846	\$30,977.50
42320	45847 to 45850	\$21,050.77
42410	45851 to 45856	\$78,706.97
42413	45857 to 45891	\$162,000.40
42476	45892 to 45919	\$118,066.15
42545	45920 to 45941	\$80,250.02

Total Cheques from 45587 to 45941

\$3,210,776.27

Direct Debit Register

Batch #	Description	Total of Batch
42033	Smoky Lake County	\$362,935.59
42428	Smoky Lake County	\$369,924.35

Total Direct Debits **\$732,859.94**

Grand Total Bills and Accounts **\$3,943,636.21**
(Note: From General Account)

Carried.

County Council Meeting(s)

919-18: Orichowski That the next **County Council Meeting for the purpose of Public Hearing** be scheduled for **Thursday, September 20, 2018, at 1:00 p.m.**, to be held in the County Council Chambers.

Carried.

920-18: Halisky That the next **County Council Meetings** be scheduled for **Thursday, September 20, 2018, at 1:00 p.m.**, Thursday, **September 27, 2018** at 9:00 a.m., Thursday, **October 25, 2018** at 9:00 a.m. and Thursday, **December 6, 2108** at 9:00 a.m., to be held in the County Council Chambers.

Carried.

921-18: Orichowski That the next **County Organizational Council Meetings** be scheduled for **Thursday, October 25, 2018** at 9:00 a.m., to be held in the County Council Chambers.

Carried.

ADJOURNMENT:

922-18: Lukinuk That this meeting be adjourned, time 4:40 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER